Marathwada Mitra Mandal's
INSTITUTE OF MANAGEMENT EDUCATION RESEARCH AND TRAINING
(IMERT), Pune
S. No. 18, Plot No. 5/3, CTS No. 205, Behind Vandevi Temple, Karvenagar,
Pune – 411052

Since 1994

5.2.1

Percentage of Placement of Outgoing Students and Students Progressing to Higher Education During the

Year 2021-22

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S. No. 18, Plot No. 5/3, CTS No. 205, Behind Vandevi Temple, Karvenagar, Pune – 411052

Sr. No.	Name of student who has been placed	Program graduated from	Year of graduation	Name of the employer with contact details	Pay package at appointment (In INR per annum)
1	Siknia Nikita Surendra	MM'S IMERT	2022	Artech Infosystem Pvt Ltd-1206666333	1270000
2	Joshi Kinnari Prasad	MM'S IMERT	2022	Intellipaat Software Solutions Pvt. Ltd. - 070223 74614	865600
3	Pillai Russel Richard	MM'S IMERT	2022	Intellipaat Software Solutions Pvt. Ltd. - 070223 74614	865000
4	Gaikwad Akshata Sudhir	MM'S IMERT	2022	Persistent Systems Limited- 9823130087	700008
5	Dighe Ajay Avinash	MM'S IMERT	2022	Talent Edge Pvt Ltd- 2242193000	700000
6	Katneshwarkar Sanika Sushant	MM'S IMERT	2022	Konverge Technologies Pvt Ltd-2266810422	660000
7	Rathod Tejas Manoj	MM'S IMERT	2022	Capegemini Technology Services India Limited-9890429540	600002
8	Dange Sushil Padmakar	MM'S IMERT	2022	Skill Vertex Pvt Ltd- 9606012806	600000
9	Alhat Sonali Rajesh	MM'S IMERT	2022	Skill Vertex Pvt Ltd- 9606012806	600000
10	Mane Akshay Jagannath	MM'S IMERT	2022	MRF Limited-4428292777	596688
11	Bele Anurag Sunilrao	MM'S IMERT	2022	Pinclick Property Management Pvt Ltd- 8047193000	516000
12	Shinde Umesh Rambhau	MM'S IMERT	2022	Michelin India Private Limited-9552653592	486000
13	Sufyan Shafik Shaikh	MM'S IMERT	2022	Rocket Software Pvt Ltd- 20401111102	480375
14	Dose Gaurav Gajanan	MM'S IMERT	2022	Investoxpert Pvt Ltd- 7290002337	480000
15	Sakhare Shivkiran Shankarrao	MM'S IMERT	2022	Investoxpert Pvt Ltd- 1204730440	480000
16	Bagul Tejas Rajendra	MM'S IMERT	2022	NoBroker Technologies Solution Pvt. Ltd- 9501999680	466390
17	Bhalerao Shweta Raju	MM'S IMERT	2022	Mphasis Limited - 8067501000	450000
18	Bhise Harshvardhan Avinash	MM'S IMERT	2022	Ranstand India Pvt Ltd- 4466227000	420000
19	Agrawal Dheeren Anand	MM'S IMERT	2022	Exel Pvt.Ltd - 4452004000	418458
20	Shinde Nishita Ashok	MM'S IMERT	2022	Bnym Intl Ops Pvt Ltd- 2030443000	400000
21	Barge Pratik Vishwas	MM'S IMERT	2022	AXIS BANK Limited - 8308829093	389604

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Pune – 411052

Sr. No.	Name of student who has been placed	Program graduated from	Year of graduation	Name of the employer with contact details	Pay package at appointment (In INR per annum)
22	Dhiwar Siddhi Vishwas	MM'S IMERT	2022	S.G.Analytics Pvt Ltd- 2067307200	375000
23	Vavale Sneha Hiraman	MM'S IMERT	2022	Mindpool Technologies Limited -099000 38833	373200
24	Hivrale Vrushali Nanarao	MM'S IMERT	2022	ICICI Bank Limited- 2226531414	371196
25	Zende Shubham Namdeo	MM'S IMERT	2022	Saraswat Co-Op Bank- 1800 22 9999	360954
26	Mahade Abhishek Subhash	MM'S IMERT	2022	Bista Solutions Pvt Ltd- 2266219933	360000
27	Patil Rohini Vasant	MM'S IMERT	2022	Infosys Limited- 8028520261	360000
28	Patil Pranal Devaji	MM'S IMERT	2022	SG Analytics Pvt Ltd- 2067307200	360000
29	Suryawanshi Hitesh Shrikrushna	MM'S IMERT	2022	DTDC Express Ltd - 8451003292	360000
30	Maharana Mithun Sudarshan	MM'S IMERT	2022	Ameliorate Digital Consultancy Pvt Ltd- 091461 89837	356400
31	Patond Vaibhav Motiram	MM'S IMERT	2022	Mubea Automotive Components(India) Pvt Ltd-2066741900	355000
32	Dhumal Karan Bhaurao	MM'S IMERT	2022	Muthut Finance Limited- 1146697777	352586
33	Padale Neha Baloo	MM'S IMERT	2022	Johnson Controls (India) Pvt. Ltd-2066067100	350000
34	Badnale Shivgeeta Shivsamb	MM'S IMERT	2022	Johnson Controls (India) Pvt. Ltd-2066067100	350000
35	Ghatbale Vaishnavi Bandeppa	MM'S IMERT	2022	Upskills Pvt Ltd- 7892824534	350000
36	Mishra Shlok Manoj	MM'S IMERT	2022	Bynaric Systems Pvt Ltd- 2025640717	350000
37	Alange Mahaprasad Shivaji	MM'S IMERT	2022	Chawla Publication Pvt Ltd-9878777111	350000
38	Sonune Nikita Sanjay	MM'S IMERT	2022	Johnson Controls (India) Pvt. Ltd-2066067100	350000
39	Kadam Rashmi Rajesh	MM'S IMERT	2022	Johnson Controls (India) Pvt. Ltd-2066067101	350000
40	Chinte Vishakha Janardhan	MM'S IMERT	2022	Johnson Controls (India) Pvt. Ltd-2066067102	350000

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Sr. No.	Name of student who has been placed	Program graduated from	Year of graduation	Name of the employer with contact details	Pay package at appointment (In INR per annum)
41	Ingale Kajal Manohar	MM'S IMERT	2022	Johnson Controls (India) Pvt. Ltd-2066067103	350000
42	Bhosle Uddhav Marotirao	MM'S IMERT	2022	Industrial Packers Pvt Ltd-02027146257	339000
43	Choudhary Ashish Pratap	MM'S IMERT	2022	Dassault Systemes Solutions Lab-2067936600	335460
44	Kulkarni Tatvadnya Laxmikant	MM'S IMERT	2022	Forms + Surfaces India Pvt. Ltd - 8004510410	330004
45	Dhuppe Vaibhav Gangadhar	MM'S IMERT	2022	Spectrum Talent Mgt Pvt Ltd- 7067085817-	330000
46	Bhise Hritik Vijay	MM'S IMERT	2022	Car Trade Tech Pvt Ltd- 2267398888	330000
47	Sarvade Vijay Prakash	MM'S IMERT	2022	Task Precision Industries Pvt Ltd-9730311253	324000
48	Patil Rushikesh Suresh	MM'S IMERT	2022	Cognizant Technology Solutions India Pvt Ltd-7020620848	320001
49	Tavare Omkar Sudhakar	MM'S IMERT	2022	Ranstand India Pvt Ltd- 4466227000	320000
50	Bhanuse Pavan Babasaheb	MM'S IMERT	2022	Tata Aig Limited - 2266930000	320000
51	Vable Pankaj Dattatray	MM'S IMERT	2022	Knowlathon It Services Pvt Ltd-7030900672	300000
52	Najan Vishal Rajendra	MM'S IMERT	2022	Kalyani Forge Ltd - 9834621596	300000
53	Hase Hrushikesh Anil	MM'S IMERT	2022	CRISIL Ltd- 9763751894	300000
54	Jadhav Sonam Prakash	MM'S IMERT	2022	Yardi Software Pvt Ltd- 2067239000	300000
55	Kolekar Monika Tukaram	MM'S IMERT	2022	Sankalp Pvt Ltd - 9096696633	288000
56	Rakhonde Rushikesh Keshavrao	MM'S IMERT	2022	Bioclinica India Pvt Ltd- 8776329432	280000
57	Dedge Priti Satish	MM'S IMERT	2022	Kakade Green Estate Pvt Ltd-02066232700	264000
58	Ankush Ravindra Mahajan	MM'S IMERT	2022	Gallagher Service Center LLP- 2066251700	260368
59	Chippa Yashraj Chandrashekhar	MM'S IMERT	2022	Spectrum Consultants India Pvt Ltd-8040740200	258000
60	Mandlik Gaurav Tukaram	MM'S IMERT	2022	Nexdigm Pvt Ltd - 2267309000	252395

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S. No. 18, Plot No. 5/3, CTS No. 205, Behind Vandevi Temple, Karvenagar,
Pune – 411052

Sr. No.	Name of student who has been placed	Program graduated from	Year of graduation	Name of the employer with contact details	Pay package at appointment (In INR per annum)
61	Jogdand Snehal Anil	MM'S IMERT	2022	KV Staffing Pvt Ltd- 8956240434	240000
62	Pawar Rhushikesh Satish	MM'S IMERT	2022	Abhinav Institute Of Technology-020 2431 9098	240000
63	Lohiya Shraddha Ramesh	MM'S IMERT	2022	Statestreet HCL India Pvt Ltd- 8149446515	240000
64	Shinde Narhari Mahadeo	MM'S IMERT	2022	S J Contracts Pvt Ltd- 8956407846	240000
65	Joshi Venkatesh Vilas	MM'S IMERT	2022	eClerx Services Limited- 2266148301	224061
66	Bhosale Gauri Ramesh	MM'S IMERT	2022	Statestreet HCL India Pvt Ltd - 8149446515	240000
67	Sor Vaishnavi Samadhan	MM'S IMERT	2022	Tata Housing Finance Ltd-2267459000	240000
68	Suryavanshi Pratik Rayba	MM'S IMERT	2022	Knowlathon IT Services Pvt Ltd-8484909867	240000
69	Raskar Rutuja Rajiv	MM'S IMERT	2022	eClerx Services Limited- 8082347490, 8879473070	239076
70	Gaur Ashwani Satishsingh	MM'S IMERT	2022	eClerx Services Limited- 7057436420	238218
71	Paliwal Prasad Ravindra	MM'S IMERT	2022	Xpheno Pvt Ltd- 8296011032	233832
72	Vairagar Shamuvel Dattu	MM'S IMERT	2022	Quess Consultency Limited - 8000697232	232392
73	Vishwasu Ganesh Fakira	MM'S IMERT	2022	HDFC Sales Pvt Ltd - 2261552400	232032
74	Khade Yogesh Balasaheb	MM'S IMERT	2022	HDFC Sales Pvt Ltd - 2261552400	232000
75	Gaikwad Sheetal Rajesh	MM'S IMERT	2022	Eway Corp Tech Pvt.Ltd.-8774873929	229868
76	Meshram Pratiksha Minanath	MM'S IMERT	2022	HDFC Sales Pvt Ltd - 2261552400	228012
77	Khedkar Akshay Suresh	MM'S IMERT	2022	Indus Health Plus Pvt Ltd-9552544799	222684
78	Karad Amol Sharad	MM'S IMERT	2022	Datamatics Global Services Limited - 2536102222	210000
79	Pawar Virendra Shivaji	MM'S IMERT	2022	Diligent Jobs Pvt Ltd	204000
80	Gargote Samruddhi Sanjay	MM'S IMERT	2022	Viak Robotics & Automation India Pvt Ltd-9370601074	202800

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Sr. No.	Name of student who has been placed	Program graduated from	Year of graduation	Name of the employer with contact details	Pay package at appointment (In INR per annum)
81	Jawale Akshay Ravindra	MM'S IMERT	2022	HDFC Sales Pvt Ltd - 2261552400	197232
82	Bhosale Poonam Bhaginath	MM'S IMERT	2022	Quess Corp Ltd- 7621052990	194064
83	Bagde Chaitrali Sunil	MM'S IMERT	2022	Tech Mahindra Limited- 1204005000	187380
84	Telgote Shivani Shrikrishna	MM'S IMERT	2022	HDB Finance services Limited-2279455000	186715
85	Nitisha Arvind Bhosale	MM'S IMERT	2022	Iris International Enterprise -9325503187	180000
86	Nanavare Priyanka Sadashiv	MM'S IMERT	2022	Platinum Crew Enterprise -9707202020	180000
87	Kedar Yogesh Chandrakant	MM'S IMERT	2022	Xpressbees Pvt Ltd- 2049116100	180000
88	Gopale Pragati Baban	MM'S IMERT	2022	Iris International Enterprise -9325503187	180000
89	Atole Yash Ramchandra	MM'S IMERT	2022	B N Mandhare & Associates-02024485482 9822450121	180000
90	Dixit Sourav Kiran	MM'S IMERT	2022	Ad Engineers Pvt Ltd - 2025453166	180000
91	Jatal Pooja Sanjeev	MM'S IMERT	2022	Tata Consultency Services Limited (TCS) - 9890110500	165000
92	Rajput Aishwarya Maheshsinh	MM'S IMERT	2022	Avishkar Agro Tech Llp- 7204091979	158182
93	Rokade Siddharth Umesh	MM'S IMERT	2022	Nspresoft pvt Ltd - 7066317006	156000
94	Tarate Sonali Sanjay	MM'S IMERT	2022	Avishkar Agro Tech Llp Wai-8650148474	156000
95	Kankale Ashwini Rajabhau	MM'S IMERT	2022	Tata Consultancy Services Limited- 2067940000	144000
96	Khajure Apoorva Rajendra	MM'S IMERT	2022	Remunance System Pvt Ltd-2025441770	144000
97	Somya Sandeep Pagare	MM'S IMERT	2022	Survik Software Pvt Ltd- 2027295573	144000
98	Thakur Dipika Girish	MM'S IMERT	2022	KTM Chakan India- 7083213666	140000
99	Sonavale Sumit Bhimrao	MM'S IMERT	2022	Vishwa Technologies Pvt Ltd-9096152118	140000

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Pune – 411052

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Sr. No.	Name of student who has been placed	Program graduated from	Year of graduation	Name of the employer with contact details	Pay package at appointment (In INR per annum)
100	Lomate Ratnadeep Laxman	MM'S IMERT	2022	Kanika Enterprises- 9075859528	78000
101	Dongare Shubham Mahesh	MM'S IMERT	2022	Treveni Restaurant And Resort Propertership- 7387752171	78000
102	Bolegawe Akshay Ramrao	MM'S IMERT	2022	Akshay Opticals Properitership- 9422666563	Entrepreneur
103	Wanzakhade Anand Ravindra	MM'S IMERT	2022	Anand Sweets Properitership - 7038949949	Entrepreneur
104	Ingole Pandit Motiram	MM'S IMERT	2022	Entrepreneur- 8605130087	Entrepreneur
105	Lone Dhanashri Ashok	MM'S IMERT	2022	The Nail Studio- 7770021921	Entrepreneur
106	Shubham Sandeep Bhandari	MM'S IMERT	2022	Sandeep Jewellers- 9741082665	Entrepreneur
107	Wankhade Tushar Mohan	MM'S IMERT	2022	360 Painting Solution Pvt Ltd -9158890990	Entrepreneur
108	Kendre Shrinivas	MM'S IMERT	2022	Ambika Dudh Sankalan Kendra -9075557215	Entrepreneur

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Sr. No.	Name of student who enrolled for higher education	Program graduated from	Year of graduation	Name of institution joined	Name of program admitted to
109	Sakshi Laxman Chavan	MM"S IMERT	2022	THE INSTITUTE OF COMPANY SECRETORY INDIA	Company Secretary

Prepared By : Mr. Dyaneshwar Unawane
Reviewed By : Dr. Vinod Mohite
Approved By- Director Incharge : Dr. Shubhangee Ramaswamy

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ARTECH
INTELLIGENCE IS HUMAN

12-January-2023

Mr. Nikita Surendra Siknia
PWD Colony, Panch Bangla, Dapodi, 411012, Pune

Pune
Maharashtra

Sub: Letter of Intent

Dear Nikita,

This refers to your application and subsequent interview with us.

We are pleased to offer you appointment in our Organization as **"HR Specialist"** on the terms and conditions as mutually agreed upon during the course of discussion.Your total cost to company will be Rs 1,270,000 /- (Rs. Twelve Lakhs Seventy Thousand Only) per annum.

You are advised to join our organization on or before **"11-Jan-2023".** In case you fail to join your duties by the date mentioned, the Management reserves the right to cancel this letter of Intent.

Please submit following documents well before the time of joining:

- **Copies of Certificates in support of your Qualifications.**
- **Copies of Certificates in support of your Experience.**
- **Original Relieving Certificate from the current employer.**
- **4 Passport size photographs.**
- **Form 16/ Salary Certificate.**
- **Address proof (Copy of Driving License, Voter Identity Card etc.)**
- **Enclosed Joining Kit (Joining Form, Employee Application Form, Form 12B, ITR Form, Form 2 Revised, Bank Form,)- Properly filled by the employee.**

On receiving the above-mentioned documents the Appointment Letter with complete break up of salary & terms & conditions of employment would be issued to you.

Artech will perform a background check through an external agency post your joining & if any information/declaration furnished by you proves to be false or you are found to have willfully suppressed any material information, the company reserves the right to terminate your services without any notice or notice pay.

We welcome you to the Artech family and look forward to a long term and fruitful relationship.

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

Thanking you,

Yours sincerely,

For **Artech Infosystems Pvt. Ltd.**
Shivi Agarwal
Assistant General Manager-Human Resource Outbound

This is an electronically generated Offer Letter, hence signature is not required.

ARTECH
INTELLIGENCE IS HUMAN

ANNEXURE

Mr. Nikita Surendra Siknia

Particulars	Amount
Basic	31,750
HRA	15,875
Per Allowance	56,408
PF Contribution by Company	1,800
Cost To the Company (CTC) Per Month	105,833
Annual CTC	1,270,000

This is an electronically generated Offer Letter, hence signature is not required.

2

IntelliPaat
Software Solutions Pvt. Ltd.

AMRTech Park 3,Ground Floor,
Tower B, Hongasandra
Village, Bommanahalli,
Hosur Road,
Bengaluru-56008
(M):+91702237464
www.intellipaat.com

Date: July 22nd, 2022

FORM 'A'

To,
Kinnari Prasad Joshi,
Bangalore

Dear Kinnari Prasad Joshi,
Bangalore

We are pleased to forward you the Offer Letter attached herein and would like to formally welcome you to the growing Intellipaat family.

We are sure that you have had sufficient opportunity to understand in detail your job role, the organization, etc. We would be glad to provide further clarification, if you need any.

You are required to report for duty at our Bangalore office. The address and the contact number are as follows:

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka
Mobile: +91 7022374614

We are in the process of building an organization, where professionals would find full satisfaction in their challenging job roles and an interesting working environment. In this regard, we welcome your contributions too.

Kindly return the duplicate copy of the appointment letter, duly signed, as a token of your acceptance of the same. We look forward to a mutually beneficial and long-lasting relationship with you.

Yours truly,
Intellipaat Software Solutions Private Limited

Intellipaat Software Solutions Pvt. Ltd. Bangalore

Dewakar Singh Bisht
Director– Human Resources

IntelliPaat
Software Solutions Pvt. Ltd.

AMRTech Park 3,Ground Floor,
Tower B, Hongasandra
Village, Bommanahalli, Hosur
Road, Bengaluru-560068
(M):+917022374614
www.intellipaat.com

Date: July 22nd, 2022

To,

Kinnari Prasad Joshi,
Bangalore

Dear Kinnari Prasad Joshi,

ıb: Offer Letter

Pursuant to the interview you had with us and based on the representations made by you. You have been shortlisted and we have the pleasure in appointing you on the rolls of **Intellipaat Software Solutions Pvt. Ltd.,** on the following terms and conditions:

1) **Designation:**

Your designation will be **'Business Development Trainee'.**

2) **Compensation & Benefits:**

a) The Compensation & Benefits applicable to you is personal and should be treated with utmost confidence. This is not to be discussed or divulged to anybody else other than for statutory purposes.

b) Your Annual Compensation will be Rs. **8,65,600/-** (Rupees Eight Lakhs Sixty-Five Thousand Six Hundred only) per annum. (The employee is eligible for Rs.**1,00,000**/-of insurance after 3 months of joining).

c) Your compensation will be reviewed after the completion of **12 months** from the date of your joining.

d) Your salary and its components, incentives, performance bonus, sign on bonus, monetary or non-monetary benefits, and/or any other statutory benefits and deductions will be governed by the company's policies/procedures, taxation policies, and statutory guidelines that are applicable from time to time.

3) **Effective Date of Joining:**

You are requested to report for duty on **29th August, 2022**. Your application will come into effect from your date of joining.

IntelliPaat
Software Solutions Pvt. Ltd.

4) **NoticePeriod:**

Subject to any other agreement between you and the company:

a) The probation period is **4 months.**

b) Your employment is terminable by Intellipaat without giving notice in writing in the probation period.

c) You need to serve **2 months** of notice period without fail, or else the management of Intellipaat can hold your salary/experience letter/relieving letter after joining.

d) The company reserves the right to pay or recover salary in lieu of the notice period (if applicable) or to relieve you before the expiry of the notice period. All payments and recoveries made under this clause will be based on gross salary.

e) In the event of any breach in the terms and conditions stated in the Services Conditions and/or Non-Disclosure Agreement or any act amounting to misconduct, your services will be liable to be terminated without any notice or payment in lieu.

5) **Service Conditions and Non-Disclosure Agreement:**

a) Your services will be governed by additional terms and conditions as explained in the Service Conditions and Non-Disclosure Agreement.

b) These terms and conditions, in the Service Conditions and Non-Disclosure Agreement are subject to statutory requirements and the company policy.

Note:

- Number of working days is **6 days** in a week.
- Minimum working duration must be **9 hours** including one-hour lunch/dinner break.
- Your incentives will be calculated on a **Monthly** basis.
- On achievement of the incentives, it will be disbursed only on the following month.
- Your first month salary will be credited on **20th** of the month

Yours truly,

For Intellipaat Software Solutions Private Limited

Intellipaat Software Solutions Pvt. Ltd. Bangalore

Dewakar Singh Bisht
Director– Human Resources

I agree to accept the terms and conditions mentioned above and also those in the Service Conditions, and Non-Disclosure Agreement documents enclosed with this letter.

Name:_____

Signature:_____

Place:

_____

Date:

_____

IntelliPaat
Software Solutions Pvt. Ltd.

Annexure

Name: Kinnari Prasad Joshi

Particulars	First 4 months	Next 4 months	After 8 months	Yearly
Basic	11,340	12,990	18,490	221,880
HRA	5,160	5,760	7,760	93,120
Conveyance Allowance	1,600	1,600	1,600	19,200
Mobile bill	516	576	776	9,312
Broadband bill	516	576	776	9,312
Medical reimbursement	1,250	1,250	1,250	15,000
Special allowance	1,618	2,248	4,348	52,176
PF (Employees Contributions)	1,800	1,800	1,800	21,600
PF (Employer Contributions)	1,800	1,800	1,800	21,600
Professional Tax	200	200	200	2,400
Fixed Cost to Company	**25,800**	**28,800**	**38,800**	**465,600**
Performance Based Incentives				400,000
Total Cost to Company				865,600

**During your first 8 months you are eligible to get upto Rs 200,000/- as incentive based on your performance*

Documents required during Joining

1. **ID Proof:** Copy of Aadhaar card/Passport/Pan card/Voter ID card/Other Government Photo ID

2. **Address Proof:** Copy of driving license/Passport/Voters ID/Lease Agreement/Ration Card

3. **Employment Verification Documents**

a) Copy of current employer's Appointment/Confirmation/Appraisal Letter.
b) Copy of current employer's Relieving and Work Experience Letter.
c) Copy of last 3 months' Salary Slip / Certificate.

4. **Other Documents:**

a) Passport Size Photographs (3).
b) Copy of PAN Card.
c) Copies of all Academic & Training Certificates.

Kindly carry your Signed Offer letter along with a passport size photograph pasted on the offer letter on the day of joining.

Yours truly,
For Intellipaat Software Solutions Private Limited

Intellipaat Software Solutions Pvt. Ltd. Bangalore

Dewakar Singh Bisht
Director– Human Resources

Dnyaneshwar B. Rao Unawane <placement@mmimert.edu.in>

Intellipaat Hiring-Business Development Trainee/Associate

KINNARI JOSHI <kinnarijoshi2020@mmimert.edu.in> Wed, Aug 3, 2022 at 4:31 PM
To: Shalini KS <shalini.ks@intellipaat.com>
Cc: "Dnyaneshwar B. Rao Unawane" <placement@mmimert.edu.in>, RUSSEL PILLAI <russelpillai2020@mmimert.edu.in>, director@mmimert.edu.in

Hi Shalini Ma'am
Greetings of the day!
Selected students for the position of Business Development Associate/ Business Development Trainees, Main University examination will finish on 8th September 2022, We are coming to Bangalore on 10th & will arrange our accomodation & will join on 12th September 2022, Requesting you to Kindly consider & reschedule our joining Date.

Selected candidates Name as follows,

1.Kinnari prasad joshi
2.Russel Richard Pillai

Please find the attachment of SPPU Pune University Main Examination Time Table - 2022.
and Please find attached offer letters of Kinnari Joshi and Russel Pillai.

[Quoted text hidden]

3 attachments

- **TT APR 22 Second Year Master In Business Administration(M.B.A.)(PAT.2019).PDF** 108K
- **Kinnari Prasad Joshi Offer Letter.docx.pdf** 388K
- **Russel Richard Pillai Offer Letter.docx (1).pdf** 392K

IntelliPaat
Software Solutions Pvt. Ltd.

AMRTech Park 3,Ground Floor,
Tower B, Hongasandra
Village, Bommanahalli,
Hosur Road,
Bengaluru-56008
(M):+91702237464
www.intellipaat.com

Date: July 22nd, 2022

FORM 'A'

To,
Russel Richard Pillai,
Bangalore

Dear Russel Richard Pillai,
Bangalore

We are pleased to forward you the Offer Letter attached herein and would like to formally welcome you to the growing Intellipaat family.

We are sure that you have had sufficient opportunity to understand in detail your job role, the organization, etc. We would be glad to provide further clarification, if you need any.

You are required to report for duty at our Bangalore office. The address and the contact number are as follows:

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka
Mobile: +91 7022374614

We are in the process of building an organization, where professionals would find full satisfaction in their challenging job roles and an interesting working environment. In this regard, we welcome your contributions too.

Kindly return the duplicate copy of the appointment letter, duly signed, as a token of your acceptance of the same. We look forward to a mutually beneficial and long-lasting relationship with you.

Yours truly,
Intellipaat Software Solutions Private Limited

Intellipaat Software Solutions Pvt. Ltd. Bangalore

Dewakar Singh Bisht
Director– Human Resources

IntelliPaat
Software Solutions Pvt. Ltd.

AMRTech Park 3,Ground Floor,
Tower B, Hongasandra
Village, Bommanahalli, Hosur
Road, Bengaluru-560068
(M):+917022374614
www.intellipaat.com

Date: July 22nd, 2022

To,

Russel Richard Pillai,
Bangalore

Dear Russel Richard Pillai,

Sub: Offer Letter

Pursuant to the interview you had with us and based on the representations made by you. You have been shortlisted and we have the pleasure in appointing you on the rolls of **Intellipaat Software Solutions Pvt. Ltd.,** on the following terms and conditions:

1) **Designation:**

Your designation will be **'Business Development Trainee'.**

2) **Compensation & Benefits:**

a) The Compensation & Benefits applicable to you is personal and should be treated with utmost confidence. This is not to be discussed or divulged to anybody else other than for statutory purposes.

b) Your Annual Compensation will be Rs. **8,65,600/-** (Rupees Eight Lakhs Sixty-Five Thousand Six Hundred only) per annum. (The employee is eligible for Rs.**1,00,000**/-of insurance after 3 months of joining).

c) Your compensation will be reviewed after the completion of **12 months** from the date of your joining.

d) Your salary and its components, incentives, performance bonus, sign on bonus, monetary or non-monetary benefits, and/or any other statutory benefits and deductions will be governed by the company's policies/procedures, taxation policies, and statutory guidelines that are applicable from time to time.

3) **Effective Date of Joining:**

You are requested to report for duty on **29th August, 2022**. Your application will come into effect from your date of joining.

IntelliPaat
Software Solutions Pvt. Ltd.

4) **NoticePeriod:**

Subject to any other agreement between you and the company:

a) The probation period is **4 months.**

b) Your employment is terminable by Intellipaat without giving notice in writing in the probation period.

c) You need to serve **2 months** of notice period without fail, or else the management of Intellipaat can hold your salary/experience letter/relieving letter after joining.

d) The company reserves the right to pay or recover salary in lieu of the notice period (if applicable) or to relieve you before the expiry of the notice period. All payments and recoveries made under this clause will be based on gross salary.

e) In the event of any breach in the terms and conditions stated in the Services Conditions and/or Non-Disclosure Agreement or any act amounting to misconduct, your services will be liable to be terminated without any notice or payment in lieu.

5) **Service Conditions and Non-Disclosure Agreement:**

a) Your services will be governed by additional terms and conditions as explained in the Service Conditions and Non-Disclosure Agreement.

b) These terms and conditions, in the Service Conditions and Non-Disclosure Agreement are subject to statutory requirements and the company policy.

Note:

- Number of working days is **6 days** in a week.
- Minimum working duration must be **9 hours** including one-hour lunch/dinner break.
- Your incentives will be calculated on a **Monthly** basis.
- On achievement of the incentives, it will be disbursed only on the following month.
- Your first month salary will be credited on **20th** of the month

Yours truly,

For Intellipaat Software Solutions Private Limited

Intellipaat Software Solutions Pvt. Ltd. Bangalore

Dewakar Singh Bisht
Director- Human Resources

I agree to accept the terms and conditions mentioned above and also those in the Service Conditions, and Non-Disclosure Agreement documents enclosed with this letter.

Name:_____

Signature:_____

Place:

_____

Date:

_____

IntelliPaat
Software Solutions Pvt. Ltd.

Annexure

Name: Russel Richard Pillai

Particulars	First 4 months	Next 4 months	After 8 months	Yearly
Basic	11,340	12,990	18,490	221,880
HRA	5,160	5,760	7,760	93,120
Conveyance Allowance	1,600	1,600	1,600	19,200
Mobile bill	516	576	776	9,312
Broadband bill	516	576	776	9,312
Medical reimbursement	1,250	1,250	1,250	15,000
Special allowance	1,618	2,248	4,348	52,176
PF (Employees Contributions)	1,800	1,800	1,800	21,600
PF (Employer Contributions)	1,800	1,800	1,800	21,600
Professional Tax	200	200	200	2,400
Fixed Cost to Company	**25,800**	**28,800**	**38,800**	**465,600**
Performance Based Incentives				400,000
Total Cost to Company				**865,600**

**During your first 8 months you are eligible to get upto Rs 200,000/- as incentive based on your performance*

Documents required during Joining

1. **ID Proof:** Copy of Aadhaar card/Passport/Pan card/Voter ID card/Other Government Photo ID

2. **Address Proof:** Copy of driving license/Passport/Voters ID/Lease Agreement/Ration Card

3. **Employment Verification Documents**

a) Copy of current employer's Appointment/Confirmation/Appraisal Letter.
b) Copy of current employer's Relieving and Work Experience Letter.
c) Copy of last 3 months' Salary Slip / Certificate.

4. **Other Documents:**

a) Passport Size Photographs (3).
b) Copy of PAN Card.
c) Copies of all Academic & Training Certificates.

Kindly carry your Signed Offer letter along with a passport size photograph pasted on the offer letter on the day of joining.

Yours truly,
For Intellipaat Software Solutions Private Limited

Intellipaat Software Solutions Pvt. Ltd. Bangalore

Dewakar Singh Bisht
Director- Human Resources

Persistent

Reference: Persistent/Recruitment/1503375/1.3

Confidential

May 9, 2022

Ms Akshata Sudhir Gaikwad
A 404, Moksh Villa, Manaji Nagar,
Narhe,
Pune- 411041.

Dear **Akshata**,

Subject:**Your Appointment as Senior Officer - Talent Acquisition**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Senior Officer - Talent Acquisition** at grade **1.3** with Persistent Systems (Company). Persistent follows a career structure consisting of attributes such Grade, Job Family (Career Track) and Job title. As per the offered position, your Job Family is **People Functions**. During your tenure with the company, you are expected to perform role(s) as may be deemed fit by the organization and business needs.

We would appreciate your joining at the earliest but in any case not later than **May 9, 2022** as mutually agreed.

The terms and conditions of this offer for employment are:

Salary

Your Annual Cost To Company will be Rs. **700,008**. Your Annual Gross Salary will be Rs.65000. A detailed break up of your salary is given in 'Annexure -A'.

Statutory Bonus / Ex-Gratia Payment

You will be eligible for a Statutory Bonus / Ex-Gratia payment, which would be calculated at 20% of the 'Basic Salary' as mentioned in the Salary Break-up Sheet. The mode of payment will be as follows:

- 100% of the Statutory Bonus / Ex-Gratia amount mentioned in the Salary Break-up Sheet will be paid on a monthly basis.
- In case of change in any existing statute or introduction of new statute which requires any payments to be made, the Company reserves the right to adjust the salary components given within your Annual Gross Salary break up to ensure full compliance with such statutory payment obligations.
- In case of changes in any existing statute related to statutory bonus, the amount mentioned as 'Statutory Bonus / Ex-gratia' in the 'Salary break-up sheet' will be considered towards 'Statutory bonus' and the balance, if any, left shall be reserved for adjusting against liabilities of the Company arising out of statutory modification with retrospective effect.

Persistent Systems Limited, Bhageerath, 402, Senapati Bapat Road, Pune 411016 | Tel: +91 (20) 670 30000

Persistent Systems Inc., 2055 Laurelwood Rd, Suite 210, Santa Clara, CA 95054, USA | Tel: +1 (408) 216 7010

CIN – L72300PN1990PLCO56696 | Fax - +91 (20) 6703 0009 | e-mail – info@persistent.com | Website – www.persistent.com

If no such statutory modifications of retrospective nature are noticed, the remaining amount under the heading 'Statutory Bonus / Ex-gratia' will be eventually considered towards 'Ex-gratia'. If changes in statute take place with retrospective effect, Company reserves right to apply this logic of considering complete amount towards 'Statutory bonus' and balance, if any, left towards 'Ex-gratia' in retrospect.

Additional Terms –

1. Acceptance of Offer

- Please send us your acceptance of the offer on or before **May 9, 2022**.
- Upon acceptance of this offer letter, your employment with the Company will be effective from the date of your joining the Company.
- You are expected to join the Company after your present employer formally relieves you. However, in case you are unable to present the relieving letter at the time of joining, Company will not be liable for any consequences arising out of your previous employment. You shall indemnify and hold the Company harmless against any costs, losses and expenses that the Company may be required to pay as a result of not producing a valid letter unconditionally reliving you from the previous job.

The information produced by you at the time of recruitment as well as during joining is deemed to be true and correct. By accepting this offer letter, you give your unconditional consent to the Company and/or its authorized person/ agency to carry out your background check and take all necessary actions to verify the authenticity of the information provided.

In case of your failure to take necessary steps as mentioned above, within the specified timeline or in case the information, particulars and data furnished to the Company by you are found to be erroneous, incomplete, inaccurate or untruthful, at any stage of recruitment process or in the background check or where the background check reveals undesirable results, the Company will have a right to take necessary disciplinary action including revocation of the offer or termination of your employment without any obligations or without any notice period or compensation.

Further, you allow the Company to provide your personal information (i) for internal business requirements (ii) for applicable legal compliance in or outside India (iii) as may be required by Company's customers as a part of the engagement between Persistent and customer e.g. sharing of profiles etc. (iv) if required by court or government authorities.

2. Work Location

At the time of joining you will be posted at **Pune** office. However, your services can be transferred to any of the Persistent group of Companies, other establishments of the Company, at Company's customer site or at partner's location anywhere in India or abroad subject to Company policies and business requirements from time to time.

3. Increments and Promotion

Your growth in the Company and increments in the salary will depend solely on your performance and contribution to the Company. The increments and salary revision will be driven as per the Performance Management Policy of the Company. You

should be employed with the Company for a period of minimum six months, before being considered eligible for any salary review.

4. Probationary Period

You will be on probation for a period of six months, from the date of joining. Upon satisfactory performance during the probation period, your employment will be deemed confirmed unless otherwise communicated to you in writing.

In addition to your performance during the probationary period, confirmation of your employment is subject to your submitting the requisite documents as required at the time of you joining the Company.

5. Recovery of Expenses

Any expenses incurred by the Company for your recruitment such as your relocation, accommodation, reimbursement of short fall of notice period if any, etc. would be recovered from you if you voluntarily resign from the services of the Company within twelve months from your date of joining. Joining Bonus shall be recovered as stipulated in 'Joining Bonus' clause above.

6. Notice Period

During probation, your employment can be terminated with ninety days' notice or payment of 'Basic Salary' (the 'Basic Salary' that is mentioned in the salary break-up sheet) in lieu of the notice period on either side.

After completion of probationary period and confirmation of employment, if you voluntarily resign from the services of the Company, you will be required to give ninety days' advance written notice or 'Basic Salary' in lieu of the notice period subject to the Company's discretion. In the event of you having any incomplete work assignment, the Company will have the discretion to relieve you only at the end of the ninety days' notice period. Similarly, the Company may terminate your employment by giving you ninety days' notice or 'Basic Salary' in lieu of notice period.

The Company can terminate your service without any notice period and without paying the salary in lieu of notice period, in case your employment is terminated on the grounds of

- Breach of confidentiality or IP related obligations
- Violation of law
- Gross misconduct
- Material breach of Company policy, on your part. In such event, the Company will not be liable to make payment in lieu of notice period.

In case the last day of your employment falls on a non-working day, your last day of employment shall be the immediate previous working day.

7. Mediclaim Insurance Policy

Mediclaim Insurance policy is a family floater policy and the maximum sum assured is Rs. 5 Lakhs per year with parent sum insured restricted to Rs. 2.5 Lakhs per year. Employees are requested to view the policy terms and conditions on Persistent intranet post joining.

8. Retirement

You shall retire on the day of completion of your sixty years of age. For this purpose, the date of your birth considered will be as per the certificate of proof of age submitted by you at the time of joining the Company. In case the last day of your employment falls on a non-working day, your last day of employment shall be the immediately preceding working day.

9. Rules and Regulations

You will be governed by the rules and regulations applicable to the employees of the Company, including revisions in such rules as may be effected from time to time. During the continuance of your engagement with us, you shall not be associated, concerned or interested directly or indirectly in any other occupation, business or employment whatsoever, but shall devote your whole time, attention and abilities exclusively to the performance of your duties and shall faithfully serve the Company and use your best endeavor to promote the interest and business thereof.

Also, the Chart of Authority and Disbursement is published on our Intranet (as applicable). You may go through the same, once you join the organization.

10. Invention Assignment and Confidentiality Undertaking

The matters pertaining to terms and conditions of your employment including your remuneration are strictly confidential between you and the Company, and should be treated as such.
As part of the joining process, you will be required to sign 'Invention assignment and confidentiality undertaking'.

11. Code of Conduct

As part of the joining process, you will be required to sign 'Code of Conduct'.

12. Working Days

Normal working days are Monday through Friday. Company observes Sunday as a compulsory weekly off and Saturday as the other off day. Staff of Support Departments may be required to work on Saturdays. You will be governed by the working hours policy of the Company. Based on the business need, you may be required to work in shifts, in extended working hours or on call. The same may be modified from time to time to keep it in line with the prevailing local statutory provisions.

13. Information and Security

The role assigned during your employment with the Company includes the Information Security responsibilities as required by organization and customer. This includes adhering, maintaining information security artifacts as required by Information Security Policy of the organization and customer.
During your employment with the Company, you shall not disclose any information to anyone including but not limited to Company's customers, prospective customers, people or entities outside the Company or to any Company's employee which is confidential or trade secret under your previous employment contract or disclosure of which is in violation of any law or third party intellectual property rights. If you disclose any such information, you shall be solely liable at your own cost and you agree to hold harmless the Company from and against any claims, actions, suits, demands, damages, claims for fees, costs, charges and expenses.

14. No Conflict

You warrant that if you accept this employment offer with the Company, it shall not be in conflict with :

- any other agreement that you may have entered into or
- any obligation that you may be bound to

15. Dispute Resolution

In case of any dispute or disagreement in relation to the terms of this offer or matters connected thereto, you agree to negotiate in good faith to resolve such dispute or disagreement. In case you and Company fail to settle the dispute/ disagreement amicably, the same may be exclusively referred to arbitration in accordance with the provisions of Arbitration and Conciliation Act, 1996 at Pune. Each party shall bear its own costs for arbitration.

16. Transit Accommodation

If you need transit accommodation, it can be provided to you, in case you are joining from outstation to the work location. The accommodation will be for a period of maximum seven days from a day prior to your joining date. For availing this, you need to send an email request to **Anagha Khandalkar** at **anagha_khandalkar@persistent.com** one week prior to your joining date.

17. Joining Formalities

Kindly contact **Rajeshwari Joshi (Ph.No.- 020-66965038)** on the date of joining. We request you to report at 9:00 AM at the address mentioned below for completion of joining formalities.

Persistent Systems Limited
Rigveda-Yajurveda-Samaveda-Atharvaveda Plot No. 39, Phase I, Rajiv Gandhi Information Technology Park,Hinjawadi,Pune, Maharashtra, India 411057.

Please find the details of the documents/information required at the time of joining, in Annexure B.

We welcome you to the Persistent family and look forward to a long and mutually rewarding association.

Yours sincerely,
Yours sincerely,
For Persistent Systems Ltd.

Sameer Patel General Manager - Talent Acquisition

Annexure to and forming part of this letter:

Persistent

1. Salary Breakup Sheet (Annexure A)
2. Documents Required on the day of joining (Annexure B)

Acceptance of the offer

I have read and understood all the terms and conditions contained in this letter and agree to abide by the same. I am signing this Appointment letter as a token of my having accepted employment with the Company and the terms and conditions set out in this letter.

Also I hereby declare that nothing apart from the above mentioned clauses have been committed to me during the selection process.
I will join the Company on May 9, 2022.

Date: **Signature:**

Annexure – A

SALARY BREAK-UP SHEET

Date: **May 9, 2022** Grade: **1.3** Location: **Pune**
Name: **Akshata Sudhir Gaikwad** Designation: **Senior Officer - Talent Acquisition**

I	Monthly Components	% of basic salary	Amount (Rs.)
1	Basic Salary		60,000
2	House Rent Allowance	50%	3,750
3	Company contribution to E.P.F./Special Pay I (#)		1,437
4	Superannuation fund/Special Pay II	15%	1,125
5	National Pension Scheme/Special Pay III	10%	750
6	Leave Travel Assistance	10%	750
7	Performance Pay	10%	750
8	Statutory Bonus/Ex-gratia	20%	1,500

9	Upkeep Pay		3,722
	Total to be paid monthly (M)		**61,284**
	Total for the year [M * 12] [A]		**655,408**
II	**Annual Component**		
	Provision for your gratuity **[B]**	4%	3,600
	Annual Gross Salary [A + B]		**259,008**
III	**Major Benefits [Average cost per person p.a.]**		
	Insurance* and Food* [C]		**41,000**
	Cost To Company (CTC) [A + B + C]		**700,008**

#Provident Fund Contribution Option:

As permitted by the Employees Provident Funds and Miscellaneous Provisions Act, 1952 and its Rules, at the time of joining, if you give your written consent, Company will provide you an option to limit your Provident Fund Contribution to maximum monthly wage ceiling defined by EPF authority (Currently it is Rs. 15,000/- per month) instead of on the entire basic salary mentioned in this salary break-up sheet. You understand and agree that if you explicitly consent to choose the above mentioned option, you will see following impact in your monthly pay slip.

- There is no impact on your Gross salary and CTC salary as stipulated under Annexure A.
- Both Employee's contribution and Company contribution to E.P.F will be lesser than what is mentioned in the salary break-up sheet under Annexure A -I point no. 3. Differential amount will be shown under "Special Pay I" in your pay slip. Income tax deduction benefit would reduce to that extent.
- As EPF deductions are less, your take home pay would be more than what is stipulated under Annexure A. This will attract appropriate income tax.

You agree and understand that as and when the EPF authorities revise maximum monthly wage ceiling (currently Rs. 15,000/- per month) appropriate changes will be made keeping the same principle, i.e. limiting both employee and employer contribution to statutory wage ceiling, as long as it is permitted by the law.

Yours sincerely,
For Persistent Systems Ltd.

Persistent

Sameer Patel General Manager - Talent Acquisition

Annexure-B

In addition to major benefits mentioned in "Annexure - A", Persistent provides the following benefits, as applicable/ as per company policy

- Leaves ○ Privileged Leaves (PL) - 27 Days. Unused PL of ongoing year will be carried forward on an annual basis to a maximum of 21 days out of 27. ○ Maternity Leave (ML) - As statutory requirement ○ Paternity Leave (PAL) - 5 Days ○ Child Adoption Leave (CAL) - 10 Days ○ Study Leave (STL) ○ Long leave ○ Compensatory-Off
- Paid Holidays
- Employee Deposit Linked Insurance Policy
- Long Service Award
- Company sponsored Higher Education / certifications
- Night Shift Allowance
- Reward and Recognition
- Employee Engagement activities
- Project Party
- Flexi working hours
- Annual Health Check-up

Following facilities are available at certain locations

- Subsidized Transportation Facility
- Gymnasium Facility
- In-house Sports Facility
- Doctor on premises

****Food**

- Lunch, Snacks

*** Insurance Policy**

- Group Term Life Insurance
- Personal Accident
- Mediclaim Hospitalization (Self, Spouse, 2 children and Parents)

"Food and Insurance" is a benefit being extended to the employees and cannot be paid in cash, under any circumstances.

Annexure – C
Guidelines for Joining Process

Persistent

As a part of your joining process, you will receive an email from Persistent. This email will contain a link of the **Pre Joining Portal**. Pre-joining portal is system where you are required to complete following activities **before joining**

1) System Entries

You are requested to enter your details in Pre Joining portal. Some details, which we received during selection process, are already entered in the system. You are requested to go through the details. Please complete the process by entering all details in portal.

Details which are required to be entered in system are as below

- Personal Details
- Address Details
- Family Details
- Education Details
- Previous Employer Details
- Language Details

Please note that your joining form and Background Verification form will be generated based on the above mentioned details. These are Key details without which the forms cannot be generated. Hence you are requested to please complete all details. In case of queries, you can carry relevant documents on day of joining and after clarification, you can complete the details.

2) Upload Documents

You are requested to upload all relevant documents in Pre Joining Portal. Please use appropriate type of the documents and save. **Please upload documents in PDF format only.**

Valid documents for each category are:

a) Identity proof: Any one of the below

1. Passport
2. Voter's card
3. Driving License

b) Current and Permanent Address proof – Any one of the below

1. Electricity bill
2. Telephone bills
3. Ration card

4. Corporation tax receipt 5. Copy of Index 2

c) Date of Birth Proof – Any one of the below

1. Birth Certificate
2. School leaving certificate
3. 10th pass Certificate
4. Notarized copy of date of birth proof

d) Educational Information: All documents (as applicable)

1. SSC mark sheet & certificate
2. HSC mark sheet & certificate
3. Diploma (if applicable) :Semester wise mark sheets or a consolidated mark sheet and Certificate (Passing Certificate / Convocation Certificate / Provisional Passing Certificate)
4. Graduation (if applicable): Semester wise mark sheets or a consolidated mark sheet and Certificate (Passing Certificate / Convocation Certificate / Provisional Passing Certificate)
5. Post-graduation (if applicable) : Semester wise mark sheets or a consolidated mark sheet and Certificate (Passing Certificate / Convocation Certificate / Provisional Passing Certificate)

e) Professional Information: (As applicable)

1. Relieving Letter/Experience Certificate / Service Certificate from all previous employers (if applicable)
2. Resignation Acceptance Letter / Email / Relieving Letter / Experience Certificate from current employer (if not currently available, it is mandatory to submit the same on the date of Joining) 3. Latest Salary Slips for the last two months from your previous employer

f) Marriage Certificate (in case of name change for women employees)

g) Pan Card (Mandatory)

If you do not receive the link for the pre joining portal or you face any problem while uploading documents, please keep soft copy of the documents available in your personal email account. Necessary access will be provided to you on day of joining to upload documents.

Dnyaneshwar B. Rao Unawane <placement@mmimert.edu.in>

Fwd: Offer Letter From TALENTEDGE EDUCATION VENTURES PVT.LTD.

1 message

Ajay Dighe <ajay01dighe@gmail.com> Mon, Jul 25, 2022 at 3:03 PM
To: placement@mmimert.edu.in

---------- Forwarded message ---------
From: **Harshal Attarde** <harshal.attarde@talentedge.com>
Date: Mon, 25 Jul 2022 at 11:31
Subject: Offer Letter From TALENTEDGE EDUCATION VENTURES PVT.LTD.
To: <ajay01dighe@gmail.com>
Cc: Anushka Sharma <anushka.sharma@talentedge.com>, Devendra Khode <devendra.khode@talentedge.in>, Lisha Patel <lisha.patel@talentedge.in>

Dear Ajay Dighe,

Congratulations!!

On behalf of Talentedge, it brings us great pleasure to offer you the position of Learning Consultant and welcome you to the TALENTEDGE EDUCATION VENTURES PVT.LTD fraternity.

As an organization, we are guided by our vision in our business dealings and a strong hold on our values in all our interactions. Being a global challenger brand, our organization is goal-oriented, diverse, and inclusive, with a culture that puts our people and clients at the center of "What's Next & What's Important." It is our discipline, consistency, simplicity, teamwork, and transparency in all that we do that sets us apart in the industry.

After the interactions we have had with you during the selection process, we are confident that your knowledge, skills, and experience will enhance our existing strengths. A detailed letter of our intent is attached herewith for your reference.

--
Harshal Attarde
Senior Executive - Human Resources
+91- 8855925447 I harshal.attarde@talentedge.com

Disclaimer: The information in this communication is confidential and may be legally privileged. It is intended solely for the use of the individual or entity to whom it is addressed and others authorized to receive it. If you are not the intended recipient you are hereby notified that any disclosure, copying, distribution or taking action in reliance of the contents of this information is strictly prohibited and may be unlawful. TalentEdge is neither liable for the improper, incomplete transmission of the information contained in this communication nor any delay in its receipt. The communication is not intended to operate as an electronic signature under any applicable law. TalentEdge assumes no responsibility for any loss or damage resulting from the use of e-mails.

Ajay Dighe.pdf
111K

TALENTEDGE

HR-Ref No:

Name: Ajay Dighe

Sub: Offer for the Learning Consultant

Dear Ajay,

We are pleased to offer you a position **Learning Consultant** of with **TALENTEDGE EDUCATION VENTURES PVT.LTD** at our Pune Office. Your **Band** shall be **5A** and shall be working for our **Online Sales** department. You are expected to join us on or before **01-August-2022**. This offer letter is subject to the terms and conditions and not limited to below mentioned terms but also includes the Annexure(s) attached hereto and/or any form of communication that is communicated or to be communicated to you:

A. Your Fixed Compensation shall be **3,50,000/- (Three Lakhs Fifty Thousand Only)** with details enclosed in Annexure-I. Please note that the Management reserves the right to restructure or change your compensation at any timeat its sole discretion.

B. Over and above the Fixed Compensation, you shall be eligible for performance based incentive up to INR **3,50,000/- (Three Lakhs Fifty Thousand Only)** per annum, on achieving specific targets., which will be paid as perthe sales incentive plan. You may be eligible for additional incentives subject to your overachievement ot the targets. The details of the sales incentive plan shall be shared with at the time of joining. The actual payout of the Incentive may vary depending on a number of factors, including but not limited to company and/or individual performance, Management discretion and the terms and conditions of the applicable Sales Incentive Plan.

C. Annexure II lists out the broad Code of Conduct governing your employment with us. These are subject to change from time to time. You will be expected to carefully read, and keep yourself abreast of, the policies as announced or amended from time to time. These amendments would be binding on you, immediately on its publication.

D. Please accept this offer within **Two** working days from the date of this letter, else this offershall be automatically revoked and no claim and/or disputes shall be entertained.

E. Your employment in the Organization is subject to satisfactory verification of your certificates, and personal credentials. These are outlined in Annexure III. The Organization reserves the right to get a background check (including criminal history record search, education and employment; and personal details verification) conducted on you, which you explicitly agree to, whether done directly by us or through nominated third party agencies. In the event that such verification or background checkreveals any discrepancy in the statement(s) made in your application or in the details shared with theOrganization or in the declarations made by you in this agreement, your services are liable to be terminated forthwith without any notice or compensation. Upon successful fulfilment and satisfaction ofall the terms and conditions mentioned in this offer letter, you shall be issued an appointment letter after joining the Organization.

F. You would be entitled to leaves subject to prior approval of your reporting manager. Your leave entitlement, accumulation and/or carry forward, shall be driven as per the Organization policies on the subject.

Please read the details of the letter and the attached annexures (I, II and III) and accept the offer letter online. We look forward to work with you.
Yours faithfully,

For Talentedge Education Services Pvt. Ltd.

Authorized Signatory

Annexure I

Talentedge Education Services Pvt. Ltd.		
Name	Ajay Dighe	
DESIGNATION	Learning Consultant	
Grade	5A	
ROLE	Online Sales	
DATE OF JOINING	01-August-2022	
Department	Online Sales	
Location	Pune	
COMPENSATION DETAILS		
FIXED CTC (A1)		
PARTICULARS	CTC (INR)	
COMPONENTS	MONTHLY	ANNUALLY
Basic	16,220	1,94,640
House Rent Allowance	8,110	97,320
Education Allowance	200	2,400
Food Allowance	500	6,000
City Compensation Allowance	974	11,688
Statutory Bonus	583	6,996
TOTAL GROSS FIXED PAY (A)	26,587	3,19,044
FLEXI BENEFITS (B)		
Driver Reimbursement	0	0
Fuel Reimbursement	0	0
Professional Literature	0	0
Leave Travel Reimbursement	0	0
FIXED COST TO COMPANY A+B	26,587	3,19,044
RETIRAL BENEFITS (C)		
Provident Fund- Employer Contribution	1,800	21,600
ESIC	0	0
Gratuity	780	9,360
Gross CTC (A+B+C)	29,167	3,50,004
VARIABLE PAY/ BONUS (D)		
*Performance Linked Bonus (Variable)	29,167	3,50,004
One Time Joining Bonus	0	0
One Time Retention Bonus	0	0
OTHER BENEFITS(E)		
Group Mediclaim 0	0	0
Group Personal Accident Insurance 0	0	0
Group Term Life Insurance 0	0	0
TOTAL E	0	0
TOTAL COST TO COMPANY (TCTC) A+B +C+D+E	58,334	7,00,008

Appraisal	You shall be eligible for performance appraisal and increment cycle as per Organization policy. The appraisal period will be from date of Joining to end of financial year and increment would be prorated accordingly. Employees joining from Jan to March will not be eligible for appraisal for that financial year.
Performance Bonus/ Variable/ Retention Bonus	You will be eligible for performance/variable/retention bonus provided that you are on the rolls of the Organization and not on the notice period at the time of disbursement of the amount. This bonus is paid on the basis your performance and the Organization policy, applicable at the time.
Group Health Insurance Policy	Covered under GMC policy of sum assured of up to 2 Lakhs as per Company Policy, effective from the date of endorsement in policy.
Group Personal Accident Insurance 0	Covered under GPA policy of sum assured of 3 times the fixed salary plus variable, shall effective from the date of endorsement.
Group Term Life Insurance 0	You will be eligible for GTLI i.e. 3 times the fixed salary plus variable.
Mobile Limit	You shall be eligible for the mobile limit as per our company policy.
Note	The Organization reviews its compensation structure and policies from time to time. The compensation structure and benefits are subject to change and shall be communicated to you at the time of joining or later, as the change becomes applicable.
For Talentedge Education Ventures Pvt. Ltd.	
Authorized Signatory	Accepted and Signed

Annexure II

Code of Conduct

Whilst employed with the Organization, you would be expected to follow the below mentioned:

1. No Conflicting Obligations:

1. You represent and warrant to the Company that you are under no obligations or commitments, whether contractual or otherwise, that are inconsistent with your obligations under this Agreement. You represent and warrant that you are free to enter into this Agreement and accept the employment of the Company under the terms of this Agreement. If you have any obligations or commitments, you shall disclose fully all of your business interests to the Company, whether or not they are similar to or in conflict with the business or activities of the Company, and all circumstances in respect of which there is, or there might be perceived, a conflict of interest between the Company and your any other of your immediate relatives. Also, you agree not to create or enter into such business interests during the course of your employment and, in the event, such interests occur for reasons.

2. Integrity & Honesty

1. You warrant to the Organization, that all obligations and commitments shall be carried out with utmost honesty and integrity. While interacting with existing and prospective clients, correct and accurate information shall be provided at all times. No misrepresentation shall be made to any person in relation to Organization's business. Misrepresentation of facts and submission of false information, data, facts etc. shall lead to summary termination of employment.

3. Mutual Trust and Respect

1. You agree to conduct themselves in a respectful manner while interacting and representing with regard to the Organization's business at all the times. At no time would you use any such language, gestures, indications etc. which shall be offending to others and/ or in violation of decorum of the Organization. Any difference of opinion shall be expressed in a respectful manner.

4. Diversity

1. The Organization stands committed to diversity at work place. No discriminatory conduct on the basis of cast, creed, gender, ethnicity, religion, region etc. shall be tolerated. All cultures and traditions shall be mutually respected.

5. Non - Solicitation & Non-Compete

1. During the period commencing on the date of this Agreement and for a period of six months from the date of termination you shall not directly or indirectly solicit, induce or attempt to solicit or induce (on your own behalf or on behalf of any other person or entity) either as an employee or consultant of the Company or any of the Company's affiliates or as a business of any customer and/or vendor of the Company or any of the Company's affiliate with whom you became in acquainted with during the term of this Agreement.

6. Adherence to the Law

1. You are expected to follow all the applicable provisions of law while acting on behalf of the Organization with regard to its business. You shall be duty bound to report any instance of violation of any provisions of law to management in confidence. Management shall maintain the confidentiality of all such reporting. You shall be required to mandatorily inform any such occurrence and/or situation which may lead to creation of potential hazard to safety and security of employees and assets of the organization.

7. Confidentiality

1. You are expected to follow to ensure that all information related to the Organization is kept confidential. At any stage of your career with the Organization, you would not divulge, share any information, trade insights, customer information, technical know-how or any other information that is under the purview of the Organization.

8. Data Security

1. Any data/information related to the work conducted in the Organization that you have access to or have been provided access of, by the virtue of your job role, shall not be transferred or emailed to any location or personal email id, without prior written approval from the relevant stakeholders /data owners.

Accepted and Signed:

TALENTEDGE

Annexure III

Listed below are the Mandatory Documents to be uploaded on or before the Date of Joining

1. Letters:
    a. Relieving / Experience Letter from your existing / last employer
    b. Resignation letter duly accepted
1. Salary Slip: Last 3 months
2. Certificates : Highest Qualification
3. Identity Proof : Pan Card; Aadhar Card or Passport copy
4. Address Proof : Aadhar Card or Passport copy
5. If you are already a member of the Provident Fund scheme with your previous employer, then, share your UAN number

KONVERGE
TECHNOLOGIES

28th October, 2022

To,
Ms. Sanika Katneshwarkar
E3- 908, SMR, Vinay Estella,
Vidyaranyapura,
Bangalore- 560097

Dear Ms. Sanika,

We welcome you to Konverge Technologies, and are confident that you will build a long and mutually rewarding career with us. We believe that it is individuals like you who can along with all of us build a world-class company.

Konverge Technologies provides long-term career opportunities for every individual. We sincerely hope that, you will grow with us and develop a memorable institution.

Enclosed please find your employment letter and other relevant details. Meanwhile, if you would like to know more about the company or for any other clarifications, please contact Shrutika Salvi.

Thanking you,

For Konverge Technologies Pvt Ltd

Supriya Dodia

Ms. Supriya Dodia
(Assistant Vice President - HR)

KONVERGE
TECHNOLOGIES

28th October, 2022

To,
Ms. Sanika Katneshwarkar
E3- 908, SMR, Vinay Estella,
Vidyaranyapura,
Bangalore- 560097

Sub – Employment Letter

Dear Sanika,

We are pleased to make an offer to you to join Konverge Technologies, at our Mumbai office as **Business Development Executive.**

COMPENSATION
Your annual salary will be **Rs. 6,60,000/- (Rupees Six Lakhs Sixty Thousand Only)** per annum. This salary will be the Cost to Company (CTC). A detailed break-up is mentioned in the enclosed Annexure-I.

TERMS & CONDITIONS
This letter contains broad terms and conditions of service governing this appointment which are subject to change from time to time. We expect you to keep the salary details confidential at all times.

DATE OF APPOINTMENT/JOINING
Your date of appointment is effective from the date of joining- **13th October, 2022.**

INITIAL APPOINTMENT & SUBSEQUENT TRANSFERS
Your initial posting will be at "Konverge Technologies" Bangalore. However, your services are liable to be transferred, at the sole discretion of Management, in such other capacity as the company may determine, to any department / section, location, associate, sister concern or subsidiary, at any place in India or abroad, whether existing today or which may come up in future. In such a case, you will be governed by the terms and conditions of the service applicable at the new placement location.

PLACE OF WORK AND REPORTING
Your base of operation in the normal course will be Bangalore, however, you may be expected to travel to any of our offices should there be a need. You will be reporting to **Mr. Birendra Kumar Mishra.**

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LEAVE
As per the company policy, upon confirmation you will be entitled to 21 leaves per financial Year which has been bifurcated as under:

1. Causal Leaves: 5 days of casual leaves per financial year are permitted, will lapse, if not availed at end of the financial year.
2. Sick Leaves: 6 days of Sick leaves per financial year are permitted, will lapse, if not availed at end of the financial year.
3. Privilege Leaves: 10 days of Privileged Leaves per financial year are permitted, will be carry forwarded, if not availed at end of the financial year.

All above leaves are applicable only upon confirmation.

TRAVEL
In case you are required to undertake travel on company work then you will be paid travel expenses for this as per the company rules.

SALARY REVISION
Your salary will be reviewed on April 1st of each year, or at such other time as the Management may decide. Salary revisions are discretionary and will be subject to, and on the basis of, effective performance and results. Management reserves the right to increase or decrease the salaries, at its sole discretion from time to time.

PROBATION
Your probation is for a period of six months. The period of probation can be extended at the discretion of the Management and you will continue to be on probation till an order of confirmation has been issued in writing.

FULL TIME EMPLOYMENT
Your position is a full-time employment with the Company and you shall devote yourself exclusively to the business and interests of the company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with the company, without permission in writing of the Board of Directors of the Company. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.

PROPRIETARY INFORMATION AGREEMENT
KTPL proprietary rights and confidential information are amongst the Company's most important assets, and a condition of your employment you are required to sign the Company's Proprietary Information Agreement. A breach of security or confidentiality is regarded very seriously and could lead to termination of employment.

INTELLECTUAL PROPERTY
If you conceive any new or advanced method of improving designs/ processes/ formulae/ systems, etc. in relation to the business/ operations of the Company, such developments will be fully communicated to the company and will be, and remain, the sole right/ property of the Company.

TRANSFER
At any time during the Term of employment, you may be transferred/ seconded, at the sole discretion of the Company, to any other department/ affiliates, subsidiary etc, of the Company whether in India or to any location in the world where the Company has its concerns and/or establishments. In case of such transfer/ secondment, the terms and conditions governing, you shall be those as applicable at the place of transfer or those applicable to other employees of such other concern where you are being seconded.

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PERSONAL DATA TRANSFER

KTPL human resources information systems are consolidated and managed centrally. As a result, personal data is transferred from other locations to the central Location ad to select outside Organizations that provide services to KTPL and our Workforce. To assure that personal data privacy is adequately safeguarded, KTPL operates internal procedures to protect the confidentiality and security of individual personal data, and KTPL requires that the outside organizations we work with provide adequate levels of protection. By signing this agreement and accepting position with KTPL, you are consenting to this data transfer.

RETIREMENT

The retirement age is 58 years. You will retire from the employment of the Company at the end of the month in which you attain 58 years of age.

NOTICE OF SEPARATION & TERMINATION

This letter of appointment is subject to reference and background verification checks to be conducted by the company or through designated third-party vendors. Your appointment is on the basis of information / documents furnished by you. If for any reason, the reference or background checks reveal any falsification or any information detrimental to interest of the company or if any declaration furnished by you are found to be false / fraudulent or it is found that you have any criminal record, then the company reserves the right to take appropriate legal action against you including termination of employment with immediate effect, without notice.

During the probationary period and any extension thereof, your services may be terminated on either side by giving one-month (30 days) notice. On confirmation the services can be terminated from either side by giving **two months** (60 days) notice period. Notice period may vary as per your tenure and can be extended on Management's discretion and business needs.

If the exigencies of work so require, the company may not relieve you earlier than the expiry of the entire period of notice. It shall, however, be open to the company to accept your resignation with effect from any date earlier than the stated by you in your resignation letter. The company retains the right to exercise the waiver of notice period. The company in such situation may choose to pay salary till the last working day of the employee.

Upon termination of employment for whatever reasons, you will immediately hand over to the Company all correspondence, specifications, formulae, books, documents, market data, cost data, drawings, affects or records, assets belonging to the Company or relating to its business and shall not retain or make copies of these items and you will also return all the company asset/property which may be in your possession. You will also be responsible for the recovery of any business outstanding arising out of any business transactions performed by you in the interest of the company. Till such a time as the above conditions are fulfilled your full and final settlement will not be processed and you will not be formally relieved from the services of the company.

The company reserves the rights to terminate your employment with immediate effect, without notice or payment of salary in lieu if you commit any breach of your duties and responsibilities mentioned in the appointment letter and company HR policies.

If the Employee breaches any of the restrictions imposed by this agreement, the employee agrees to be liable for the damages as may be determined by the employer.

The company reserves the rights to terminate your employment on immediate effect for whatsoever reason based on business requirements, however you will be paid two months' notice pay in Full and final settlement.

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NON-DISCLOSURE OF INFORMATION

The employee shall not disclose any information, relating to business, including but not limited to technical information (Methods, processes, formulae, compositions, inventions, machines, computer programs and research projects), business information (Customer lists, pricing data, sources of supply; and marketing, production, or merchandising systems or plans), economic and other statistical data or any other confidential information to any third party except the written consent of the company, not only during his service but even after he ceases to be in the service of the company. If you are found giving/sharing/disclosing/providing any such confidential information to any person outside the company or any third party, the company reserves its rights to initiate appropriate civil well as criminal proceedings and can claim appropriate damages before the appropriate court of law.

CODE OF ETHICS & BUSINESS CONDUCT

Your adherence to the KTPL Code of Ethics and Business Conduct is vital to KTPL and to your success at KTPL. When you sign this letter of offer, you are agreeing to thoroughly familiarize yourself with the KTPL Code of Ethics and Business Conduct and you are agreeing to abide by it.

Additionally, from time to time, KTPL will communicate important information about its policies by way of electronic mail notification and /or the HR Discussion, Database/Portal. By signing this agreement, you agree to thoroughly review these policy communications and to abide by them.

ZERO TOLERANCE POLICY:

No form of unlawful discriminatory or harassing conduct towards any employee, client, contractor, or other person in our workplace will be tolerated. This policy applies to and prohibits all forms of illegal harassment and discrimination, not only sexual harassment. Any type of unacceptable or improper behavior (misconduct) performance (capability) shall not be tolerated and if found, you shall be terminated on an immediate basis.

APPLICABLE LAWS AND JURISDICTION:

Any action/dispute/claim arising out of or related to this Agreement shall be governed by the laws of India at relevant courts of Mumbai only.

VERIFICATION

Through signing-off your acceptance to this offer, you also hereby authorize the Company to carry out comprehensive and detailed background and reference checks on your social, professional, criminal and any other background and conduct, as and when required and without the need to alert/intimate yourself. In the event, the Company discovers anything that is illegal or unacceptable as per the Company's social and/or professional standards or contrary to what has been declared by yourself at the time of employment, your appointment will stand terminated. The Company will in all situations, retain the right for future legal recourse remedy and any delay in exercising this right will not be construed or interpreted as a waiver. You will be governed by all the terms and conditions that the company will amend/make/circulate from time to time.

MEDICAL FITNESS & VERIFICATION OF PARTICULARS

This appointment is subject to your being, and remaining, medically fit. The management has the right to get you medically examined by any certified Medical Practitioner during the period of your service. In case you are found medically unfit to continue with the job, you will lose your lien on your job.

In case the particulars mentioned in your application are found false or unsatisfactory, your service would be liable for termination at any time without giving any notice or compensation in lieu thereof.

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GENERAL

1. During the tenure of your employment, you will have to be regular in attendance and punctual in reporting to duty.
2. You shall maintain proper documentation of all the projects/activities in which you are involved for the work done by you directly or under the supervision of a senior official of the company.
3. You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such rules or orders of the company that may be in force from time to time.
4. You will hand over the charge of the letter of authority or power of attorney issued to you or any property/material of the company in your possession at the time of cessation of your employment within the company.
5. The designation issued to you is subject to change depending on work assignment from time to time.
6. You will not disclose any information regarding the affairs, or products dealt by the company, which has come to your knowledge during your tenure of service; the disclosure of which is likely to be prejudicial to the interest of the company.
7. The appointment letter prohibits double employment, personal practice or business; any such practices will be considered as breach of code of conduct.
8. You will be required to abide by the rules and regulations of the company and you will carry out such duties as are assigned to you from time to rime by the company management.
9. You will not associate yourself with any other company or undertake any course of study without the prior permission of the company in writing.

Here's wishing you the very best in your assignment with us and as a token of understanding and accepting of the standard terms of employment. Kindly sign the duplicate copy of this letter as a token of your acceptance of this appointment letter and its terms and conditions given in the annexure. You are advised to go through the contents before signing this letter.

With Warm Regards,

Konverge Technologies Pvt Ltd

kunal mittal
kunal mittal (Oct 31, 2022 10:49 GMT)

Mr. Kunal Mittal
(Director)

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CTC working is as under:

Annexure - I		
Name: Sanika Katneshwarkar		**Emp ID: BLR/KON/041**
Designation: Business Development Executive		**Location: Bangalore**
Components	**Monthly**	**Annually**
"A" - Fixed Component		
Basic	16,500	198,000
DA	3,300	39,600
HRA	8,250	99,000
Advance Bonus Payout	-	-
Special Allowances	1,950	23,400
Gross Salary - Sub Total (A)	**30,000**	**360,000**
"B" - Deductions		
PT	200	2,500
PF *(Employee)	-	0
Medical Insurance	455	5,460
ESIC (Employee)	0	0
Income Tax	As per Income	
Sub Total "B" - Deductions	**655**	**7,960**
Net Take Home (A-B)	**29,345**	**352,040**
"C" - Contributions		
PF *(Employer)	0	-
ESIC (Employer)	0	0
Sub Total "C" - Contributions	-	-
Total CTC (A+C)	**30,000**	**360,000**
"D" - Variable Pay		
Performance Linked Incentive	25000	300000
Sub Total "D - Contributions	**25000**	**300000**
Total CTC (C+D)	**55000**	**660000**

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Note:

****Financial Year 22-23|** 30 Lacs Target- Bottom Line, 10% Incentive on target achieved. Post 30 Lacs achievement accelerator will be discussed.

***Group Mediclaim** costs are inclusive in the above Offer and appropriate monthly deductions as per policy, would be affected along with the monthly salary payout. Annual Premiums are subject to change every year based on market rates and other such criteria.

*****Taxes** as per the income tax rules will be deducted in each month's salary and will be borne by employee.

For Konverge Technologies Pvt Ltd

kunal mittal
kunal mittal (Oct 31, 2022 10:49 GMT)

Mr. Kunal Mittal
(Director)

Acknowledgement & Acceptance

I, Sanika Katneshwarkar have read & understood the above terms & conditions and hereby signify my acceptance to the same.

Signature Sanika Katneshwarkar (Nov 22, 2022 11:29 GMT+5.5)

Appointment Letter_Konverge -Sanika K_encrypted_

Final Audit Report 2022-10-31

Created:	2022-10-31
By:	Supriya Dodia (hr.mumbai@konverge.co.in)
Status:	Signed
Transaction ID:	CBJCHBCAABAAHuTixyJhOTeb42K2MBPtKnGS8s4tOlHC

"Appointment Letter_Konverge -Sanika K_encrypted_" History

Document created by Supriya Dodia (hr.mumbai@konverge.co.in)
2022-10-31 - 8:33:03 AM GMT- IP address: 123.252.218.38

Document emailed to kunal.mittal@konverge.co.in for signature
2022-10-31 - 8:33:38 AM GMT

Email viewed by kunal.mittal@konverge.co.in
2022-10-31 - 10:49:27 AM GMT- IP address: 185.143.37.3

Signer kunal.mittal@konverge.co.in entered name at signing as kunal mittal
2022-10-31 - 10:49:45 AM GMT- IP address: 185.143.37.3

Document e-signed by kunal mittal (kunal.mittal@konverge.co.in)
Signature Date: 2022-10-31 - 10:49:47 AM GMT - Time Source: server- IP address: 185.143.37.3

Agreement completed.
2022-10-31 - 10:49:47 AM GMT

Appointment Letter_Konverge -Sanika K_encrypted_ - signed

Final Audit Report 2022-11-22

Created:	2022-11-05
By:	Supriya Dodia (hr.mumbai@konverge.co.in)
Status:	Signed
Transaction ID:	CBJCHBCAABAAxRbZJIhyPVIHg79KF2niUcnVfFvpy59B

"Appointment Letter_Konverge -Sanika K_encrypted_ - signed" History

Document created by Supriya Dodia (hr.mumbai@konverge.co.in)
2022-11-05 - 2:55:54 PM GMT- IP address: 157.33.76.85

Document emailed to sanika.katneshwarkar@konverge.co.in for signature
2022-11-05 - 2:56:50 PM GMT

Email viewed by sanika.katneshwarkar@konverge.co.in
2022-11-07 - 4:53:18 AM GMT- IP address: 203.92.58.134

Email viewed by sanika.katneshwarkar@konverge.co.in
2022-11-22 - 5:50:55 AM GMT- IP address: 203.92.58.134

Signer sanika.katneshwarkar@konverge.co.in entered name at signing as Sanika Katneshwarkar
2022-11-22 - 5:59:54 AM GMT- IP address: 203.92.58.134

Document e-signed by Sanika Katneshwarkar (sanika.katneshwarkar@konverge.co.in)
Signature Date: 2022-11-22 - 5:59:56 AM GMT - Time Source: server- IP address: 203.92.58.134

Agreement completed.
2022-11-22 - 5:59:56 AM GMT

Adobe Acrobat Sign

EMPLOYMENT OFFER LETTER

Capgemini Ref: 5100667/974631,

10/20/2021,
Tejas Manoj Rathod.

C-401, Shrikrishnashray apartment, 73AB56, Kasba Peth, Pune 411011
Pune, Maharashtra
India.

Confidential

Dear Tejas Manoj Rathod,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with **Capgemini Technology Services India Limited** (**'Capgemini'** or **'Company'**) starting from **10/29/2021** (or such other date as may be communicated to you by the Company), as per details given below

A) Your current designation will be **Senior Analyst/A5**.

B) You will be required to work at the Company's offices in **Pune**.

C) You have to report by 8:30 am at **Pune** office, for joining formalities and contact security at the main gate for your entry pass at:

Address
Capgemini Technology Services India Limited. A-1, Technology Park,
A-1 Technology Park MIDC,Talwade,Pune, Maharashtra - 412114

Please note that your name mentioned in the offer letter will be used to create your employee records in Capgemini & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name; please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 600,002.00 (Rupees Six Lakh And Two Only)** which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any - skill allowance payout as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

The breakup of your all-inclusive annual target compensation is as follows:

Senior Analyst

Total Cost to Company (CTC). Rs.600,002.00

Monthly Components	Per Month	Annualized
Basic	Rs.17,273.00	Rs.207,276.00
House Rent Allowance	Rs.10,364.00	Rs.124,368.00
Other Allowances and Reimbursements – 1 #	Rs.8,674.00	Rs.104,088.00
Other Allowances and Reimbursements – 2 +	Rs.6,986.00	Rs.83,832.00
Advance Statutory Bonus	Rs.3,149.00	Rs.37,788.00
Gross monthly salary	Rs.46,446.00	Rs.557,352.00
Statutory payments ++		
Capgemini's contribution to PF *	Rs.2,073.00	Rs.24,876.00
Gratuity (accrual only)		Rs.9,972.00
Total Fixed Compensation		Rs.592,200.00
Total Cash Compensation		Rs.592,200.00
Benefits		
Medical, Accident & Life Insurance Premium		Rs.7,802.00
Total Cost to Company		Rs. 600,002.00

You need to choose any of the following optional instruments that are a part of the Other Allowance & Reimbursements – 1 to avail tax benefits. Balance amount that is not claimed will be paid as taxable component on monthly basis after withholding taxes.

Other Allowance & Reimbursements - 1	Annualized
Remote Working Allowance	19,800.00
Books and Journals	24,000.00
Professional Pursuit	180,000.00
Conveyance Allowance	63,600.00

+ You may choose any of the following optional instruments that are a part of the Other Allowances and Reimbursements – 2 to avail tax benefits. Balance amount that is not claimed will be paid as taxable personal allowance on monthly basis after withholding taxes.

Other Allowance & Reimbursements - 2	Annualized
Leave Travel Assistance	60,000.00
Meal Card	26,400.00
Vehicle & Driver Reimbursement	21,600.00

Note:

1. The payroll processing will be as per Company policy notified from time to time.
2. Employees should decide on the Other Allowances and Reimbursements (OAAR) at the time of joining; any changes will be accepted as per Company policy applicable from time to time.
3. For claiming tax benefit in case of admissible allowances and reimbursements (e.g. Leave Travel Assistance, Vehicle and Driver Reimbursement etc), you will have to submit supporting (bills) to the Company's satisfaction along with the reimbursement claim form in the prescribed format and within the timeline stipulated by the Company. The reimbursements will be processed as per the applicable Company's policies, which are subject to change without notice. The payments described above will not be further grossed up for taxes and you will be responsible for the payment of all taxes due with respect to such payments, which will be deducted at source as per the applicable law. In case of any under-withholding, you shall be responsible to pay the necessary tax and any interest/penalty thereon.
4. In cases where Permanent Account Number (PAN) is not produced, highest tax rates will apply to all amounts on which tax is deductible at source under the applicable tax law.
5. The Company reserves the right to change the compensation structure and/or the compensation components from time to time.

++ These statutory payments are included based on current applicable practice and law and are subject to changes based on changes in law from time to time. Also, please further note, that any changes / modification to statutory payments, due to change and/or amendment in law, shall not be treated as change in service condition(s) and therefore no notice of such change will be provided to you. However, Company shall endeavor to inform you, via separate email communication, about any changes/ modification to statutory payment.

* Employee's contribution towards PF will be made from the monthly salary as defined by Law.

The Benefits (Accidental & Medical as applicable) amount has been arrived at by considering the maximum eligibility under each of the components.

\# All components under Other Allowance and Reimbursement - 1 will be paid along with monthly salary. Tax benefit as per proof submission will be passed into tax liability calculation basis bills submission.

\+ This is the maximum limit you are eligible for. You may choose any of the optional components under 'Other Allowance & Reimbursements -2' Nontaxable components (except Meal Card) would be paid based on a voluntary claim by employee through payroll. Taxable component would be paid on a monthly basis. All payments will be based on Company's policies.

E.) The following elements are included in the compensation package stated above:

1. Provident Fund- You will be covered under the Capgemini Technology Services India Limited Employees' Provident Fund (PF) scheme wherein, the Company will contribute towards PF at the statutory rate as may be defined by the government from time to time. Your contribution and the Company's contribution have been included as a part of the above-mentioned compensation.

2. Gratuity- Gratuity shall be paid as per the Payment of Gratuity Act, 1972.

NOTE:

a.) All statutory payments are demonstrated based on current applicable practice and law and may be subject to changes based on changes in law from time to time. Further, any changes/modification to statutory payments, due to change and/or amendment in law, shall not be treated as change in service condition(s) and therefore no notice of such change will be provided to you. However, Company shall endeavor to inform you, via separate communication, about any changes/modification to statutory payment and consequent changes to the statutory deductions from your salary, if any.

F.) As an employee of the Company, you shall be entitled to the following benefits subject to any change made by the Company from time to time:

1. Group Medical Insurance- In accordance with the Company's policy, you and your immediate family (as defined in the Company's policy) shall be covered under the Medical Insurance policy held by the Company. Additionally, if you are required to travel abroad, you may be covered under the Company's Overseas Medical Insurance Policy.
2. Group Personal Accident Insurance- You shall be covered under the Personal Accident Insurance Policy held by the Company.
3. Group Term Life Insurance- You shall also be covered under the Group Term Life Insurance Policy held by the Company.
4. Transport Facility- Bus transport facility may be available, by paying nominal charges as per Company's policy, on various routes at different Company locations. If you opt for the facility, the applicable charges will be deducted from your salary in the monthly payroll.
5. Annual Leave/Public Holidays- You will be eligible for annual leaves and public holidays as determined by the Company's Leave Policy which is subject to change from time to time.

If you become indebted to the Company for any reason, the Company may, if it so elects, set off any sum due to the Company from you against the compensation payable to you and collect any remaining balance from you.

G.) Probationary Period:

1. You will be on probation for a period of six months from your date of joining the Company and continuity of your employment with the Company is dependent on confirmation of your employment. The Company reserves the right to revise the probation period depending on your performance and/or other consideration.
2. At any time during your probation period the Company may confirm your employment by way of a written communication, if your performance is found to be satisfactory. Your probation shall be deemed extended, for a period not exceeding 30 days, in a situation where you do not receive the aforesaid written communication from the Company.

H.) Performance Review: You will be eligible to participate in Company's performance review process as per Company policy.

I.) Conditions of hire:

1. Your employment with the Company will be subject to the following pre-conditions:

a.) You will submit relevant documents as mandated by the Company.

b.) You obtain requisite certification or complete mandated assessments which are basis for offering you employment opportunity with the Company.

c.) You obtain a clear discharge and/or relieving letter from your most recent employer (prior to joining the Company). Nevertheless, you must submit a clear discharge and/or relieving letter within forty-five (45) days of joining the Company.

d.) You represent that acceptance of employment with the Company does not breach any terms/provisions of your previous employment agreement or any other agreement to which you are bound.

e.) You acknowledge that the Company has offered you employment based on the fact that there are no pending claims, actions, suits or proceedings against you which might reasonably be expected to have an adverse effect on your ability to perform your duties hereunder and/or upon the Company

f.) You provide two satisfactory references, one being from your most recent employer(s) (prior to joining Capgemini).

g.) Your background verification check (including residential address(es), academics & professional Degree/Diploma & Certifications, previous employment(s), criminal background etc. as applicable) conducted by the Company is cleared; and

h.) You represent that you have not been involved in any fraud, unethical and/or immoral acts, departmental inquiry in your previous employment(s) and/or been part of any pending investigation (whether judicial, quasi-judicial or otherwise) which you have not disclosed from the Company prior to your joining.

2. Your employment is inter alia based on the information furnished by you to the Company including declarations and undertakings thereto. If at any time during your employment with the Company, the Company discovers that you have furnished any false, fake, forged information (including documentation) for securing employment with the Company or otherwise failed to disclose any information about your past employment, the Company reserves the right to take disciplinary action against you, including, but not limited to, right to terminate your employment without notice and your employment with the Company will be void ab-initio.

J.) Your employment with the Company will also be governed by the *'Terms and Conditions of Employment'* contained in **Exhibit 1** attached hereto.

You are required to treat this letter and its contents as strictly confidential and should not disclose the same to any person or entity (except to your advisors, attorneys and accountants, for seeking their advice) without our prior written consent.

At Capgemini, one of our goals is to afford all our people the opportunity to pursue their careers, to achieve their personal best, and to balance their personaland professional goals. Capgemini values your abilities and believes it can provide you with an atmosphere in which you can develop your professional talents to the fullest.

As a token of your acceptance of our offer of employment with the Company, please sign in the space provided below and return a duplication version of this letter immediately to us within fifteen (15) days from the date of this letter. Our offer shall automatically lapse unless (i) you confirm your acceptance of it and return a copy to us within the prescribed time and (ii) you join us on or before your date of joining stated in this Employment Offer Letter.

For Capgemini Technology Services India Limited

Anil Kumar Singh

Head - Talent Acquisition & Resourcing

Acceptance

I have read and understood the contents of this Employment Offer Letter and Exhibits hereto (hereinafter 'Letter') and accept all the terms and conditions of this Letter in its totality. I confirm that there are no other oral/written understandings other than as detailed herein between me and Capgemini Technology Services India Limited.

This Letter supersedes all previous agreements (written or oral) between the parties in relation to the subject-matter. I confirm that I am not breaching any terms or provisions of any prior agreement or arrangement by accepting this offer.

_____

Name: **Tejas Manoj Rathod**

Date: **10/20/2021**

EXHIBIT 1

Terms & Conditions of Employment with Capgemini Technology Services India Limited

1. CURRENT WORK LOCATION:

1.1 Capgemini Technology Services India Limited (**"Capgemini"** or **"Company"**) may require you to work at other Company locations and/or on customers' sites both, within or outside India. The Company shall seek to give you reasonable notice of extensive travel requirements, and to take into account your personal circumstances where appropriate.

1.2 Depending upon exigencies of business you may be transferred/deputed, at Company's sole discretion, within India or outside by the Company in any capacity as the Company may desire from time to time, from:

a) one location to another; or

b) one team/department/account/function/Business Unit to another; or

c) one project/job to another; or

d) the Company to any other group entity or affiliate or any other business associate as the Company may deem appropriate from time to time.

1.3 Such transfer/deputation/assignment/relocation shall not entitle you to ask for revision in your salary or any terms or conditions of your service. The Company does not guarantee the continuation of any benefits or perquisite at the new location. In all such cases of transfer/deputation/assignment/relocation you will be governed by the relocation policies and policies of the Company existing at that time. Consequent to such transfer/deputation/assignment/relocation, you will be governed by the terms and conditions of service as applicable to your category of employees in the new location (which includes but is not limited to office days/hours and holidays).

2. DUTIES AND RESPONSIBILITIES:

2.1 You shall devote your skill, knowledge and working time to the conscientious performance of your duties and responsibilities towards the Company. You shall perform your duties with diligence, devotion and discretion. You shall comply with all directions given to you by your reporting manager/supervisor and shall faithfully observe all the rules, regulations and Company policies. Further, the Company may, at any time, in its sole discretion, suitably modify your roles, responsibilities and duties.

3. COMPENSATION:

3.1 Your all-inclusive annual target compensation and corresponding details are provided in the Employment offer letter.

4. TRAINING:

4.1 During the term of your employment, the Company may offer you an opportunity to undergo certain specialized training, certification and/or skill upgradation from time to time, which shall inter alia enhance your career opportunities at the Company and otherwise. In case you accept the Company's offer for training, the Company is likely to incur expenses including in relation to training costs, course fees, recruitment and induction costs, salary and benefits during training period, opportunity loss, etc. Depending on the nature of training/certification and corresponding cost and expenses, the Company may require you to execute training agreement with the Company for a specific period (which will be indicated to you at that time) in consideration of the cost the Company would be incurring for such training/certification. Under such training agreement, you shall agree to inter alia serve a minimum term of employment with the Company, failing which you will be required to reimburse the Company for the cost of training/certification identified in the training agreement and any other costs related to the training/certification.

5. COVENANTS AND REPRESENTATIONS:

5.1 You also agree that during the term of your employment with the Company and for twelve (12) months after the cessation of employment, regardless of the reason of cessation of employment, you will not:

a) directly or indirectly, on your own behalf or on behalf of or in conjunction with any person or legal entity, recruit, hire, solicit, or induce, or attempt to recruit, hire, solicit, or induce, any employee of the Company with whom you had dealings, personal contact or supervised while performing your duties or otherwise, to terminate their employment relationship with the Company.

b) directly or indirectly, solicit or attempt to solicit business, customers or suppliers of the Company or of its affiliates.

c) directly or indirectly, solicit or attempt to solicit or undertake employment with any client of the Company or any organization where you have been taken or sent for training, deputation or secondment or professional work by the Company; and

d) provide or attempt to provide professional services similar to those provided by the Company to its current or prospective customers, with whom you (i) had business interactions or any other dealings on behalf of the Company during your employment with the Company and/or (ii) had been directly associated with the customer in relation to a project.

5.2 You and the Company acknowledge and agree that the duration and scope of the Covenants contained herein are fair and reasonable. Accordingly, you and the Company agree that, in the event that any of the covenants contained herein are nevertheless determined by a judicial or quasi-judicial body to be unenforceable because of the duration or scope thereof, the judicial or quasi-judicial body making such determination may reduce such duration and/or scope to the extent necessary to enable such judicial or quasi-judicial body to determine that such covenant is reasonable and enforceable, and to enforce such covenant as so amended.

5.3 You will also be governed by all applicable rules, processes, procedures, and policies (including but not limited to Information Security Management System (ISMS) policies and procedures, Code of Business Ethics of the Company, which are not specifically mentioned in this Letter. The applicable rules/processes/procedures/policies are available on the Company's Intranet and you are expected to go through the same carefully. For any clarification in relation to applicable rules/processes/procedures/policies, please get in touch with concerned department. 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 right to terminate your employment without notice.

5.4 Capgemini prides itself as a company with the highest order of ethical conduct in its dealings with employees, customers, service provider, agents, governments or any other third party. It is important that you fully understand this philosophy and the relevant policies. If at any time during your employment with the Company, you are found to be in violation of such policy and/or generally accepted ethical/moral standards, the Company reserves the right to take disciplinary action against you, including right to terminate your employment without notice.

5.5 You declare that you are medically fit to carry out the duties expected of you by the Company. You represent that you have no communicable disease and you are not addicted to drugs or any other substance of abuse. During the term of your employment with the Company, you are required to be medically fit to perform the duties assigned to you from time to time. As to whether you are medically fit, is an issue which will be professionally determined by the Company and you shall be bound by such determination. The Company may require you to undergo periodical medical examination as and when intimated to you by the Company.

5.6 You represent that you are not in breach of any contract with any third party or restricted in any way in your ability to undertake or perform your duties towards the Company. You covenant that you will be fully responsible for any personal liabilities that may arise as the result of an agreement or arrangement between you and any third party and that the Company will in no way be concerned with such liabilities.

5.7 You will at all times maintain your ability to be employable and in the event of any change in your personal circumstances resulting in possible alteration to the employability status, you will keep the Company informed in writing about such change.

5.8 During your employment with the Company, to meet the exigencies of business, the Company may require you to (i) work on any project that you are assigned to, on any technical platforms/skills and nature of the project or (ii) work night hours or (iii) work in shifts (including night shifts).

5.9 Regardless of any secondment to any of the Company's affiliated entity/business associate/joint venture or where you may be required to work overseas for any such entity for an extensive period, you shall at all times remain an employee of the Company exclusively and shall not be entitled to any such foreign salary or benefits (including medical insurance, green card sponsorship, etc.) payable or applicable to employees of such other Capgemini entities other than the salary and benefits specified in the Employment Letter and/or the salary and benefits that may be determined by Capgemini and communicated to you in writing.

5.10 Unless specifically 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. You shall also not enter into any commitments or dealings on behalf of the Company for which you have no express authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous sanction of the Company.

5.11 During the period of employment, you agree not to draw, accept or endorse any cheque or bill on behalf of the Company or, in any way, pledge the Company's credit except so far as you may have been authorized by the Company to do so, either generally or in any particular case.

5.12 During the term of your employment, you shall not communicate with the media or with journalists in relation to the Company or its affairs, without obtaining a specific prior written permission from the Company.

5.13 You acknowledge and provide your consent vide Consent Letter for use of personal information including Sensitive Personal Data or Information ("SPDI") to the Company (a) to share your sensitive personal data or information about you and/or your dependents (wherever applicable) provided to the Company with third parties for purposes deemed appropriate by the Company from time to time; (b) to share information about you with affiliates of the Company for administrative purposes/audit and with clients/prospects in relation to any staff augmentation requirements; (c) to treat any personal data to which you have access in the course of your employment strictly in accordance with Company policies and not using any such data other than in connection with and except to the extent necessary for the purposes for which it was disclosed to you. You further acknowledge and consent for use of your personal images and voices in marketing material, videos, etc; and confirm that you have read and understood the Company's Privacy Policy in relation to the collection, processing, use, storage and transfer of SPDI and you agree to the terms thereof.

5.14 You agree to comply with all laws, ordinances, regulations applicable in relation to your employment with the Company including but not limited to the anti-corruption laws, anti-bribery laws such as Prevention of Corruption Act, 1988 of India, the Foreign Corrupt Practices Act, 1977 of the United States and the Bribery Act 2010 of the United Kingdom and/or data privacy laws. Without limiting the generality of the foregoing, you represent and covenant that you have not, and shall not, at any time, during your employment with the Company, pay, give, or offer or promise to pay or give, any money or any other thing of value, directly or indirectly, to, or for the benefit of: (i) any public servant, government official, political party or candidate for political office; or (ii) any other person, firm, corporation or other entity, with knowledge that some, or all of that money, or other thing of value will be paid, given, offered or promised to a public servant, government official, political party or candidate for political office, for the purpose of obtaining or retaining any business, or to obtain any other unfair advantage, in connection with the Company's business.

5.15 You hereby represent to the Company that:

a) you are legally permitted to reside and be employed in India.

b) you have reviewed these terms and conditions and that you understand the terms, purposes and effects of the same.

c) you have accepted these terms and conditions only after having had the opportunity to seek clarifications.

d) you have not been subjected to duress or undue influence of any kind to accept these terms and conditions and these terms and conditions will not impose an undue hardship upon you.

e) you have accepted these terms and conditions of your own free will and without relying upon any statements made by the Company or any of its representatives, agents or employees; and

f) you have all requisite power and authority, and do not require the consent of any third party to accept our offer.

6. CONFIDENTIALITY:

6.1 This is a highly Confidential and Private document. You are required to maintain, at all times, the confidentiality and ensure that the contents or details of this Letter are not shared with anyone.

6.2 You are aware that in the course of your employment with the Company, you shall have access to Confidential Information. "Confidential Information" shall mean and include, but not limited to, proprietary, confidential, sensitive, personal information about inventions, products, designs, methods, know-how, techniques, trade secrets, systems, processes, strategies, software programs, content, data, techniques, plans, designs, programs, customer information, works of authorship, intellectual property rights, customer lists, employee lists and any other personally identifiable information about any employee of the Company or its affiliate or personally identifiable information of its customers or clients of its customers, user lists, vendor lists, content provider lists, supplier lists, pricing information, projects, budgets, plans, projections, forecasts, financial information and proposals, intellectual property, terms of this Letter and any other information which due to the nature or character of such information, any prudent person might reasonably under similar circumstances treat such as confidential or would expect the Company to regard such information as Confidential, all regardless as to whether such information is in written form or electronic form or disclosed orally before or after the date hereof.

6.3 You agree that you may receive in strict confidence all Confidential Information of the Company, its affiliates or its clients or prospective clients of the Company or its affiliates. You further agree to maintain and to assist the Company in maintaining the confidentiality of all such Confidential Information, and to prevent it from any unauthorized use.

6.4 You agree and confirm that, you will, at all times:

a) maintain in confidence all such Confidential Information and will not use such Confidential Information other than as necessary to carry out the purpose for which it was shared with you.

b) not disclose, divulge, display, publish, or disseminate any such Confidential Information to any person except with the Company's prior written consent.

c) treat all such Confidential Information with the same degree of care that you accord to your own confidential information, but in no case less than reasonable care.

d) prevent the unauthorized use, dissemination or publication of such Confidential Information.

e) not copy or reproduce any such Confidential Information except as is reasonably necessary for the purpose for which it was shared with you.

f) not share such Confidential Information with any third party (specifically those persons who are in the same field of activities as that of the Company or are in direct or indirect competition to the Company).

g) not use such Confidential Information in any way so as to procure any commercial advantage for yourself or for any third party or in a manner that is directly or indirectly detrimental to the Company.

h) neither obtain nor claim any ownership interest in any knowledge or information obtained from such Confidential Information; and

i) not use or attempt to use any such Confidential Information in any manner that may harm or cause loss or may be reasonably expected to harm or cause loss, whether directly or indirectly, to the Company, its affiliates or its customers.

6.5 All such Confidential Information shall remain the sole and exclusive property of the Company, and no license, interest or rights (including, without limitation, any intellectual property rights) to such Confidential Information, or any copy, portion or embodiment thereof, is granted or implied to be granted. Nothing in this Letter shall limit in any way the Company's right to develop, use, license, create derivative works of, or otherwise exploit its own Confidential Information.

6.6 You shall be under no obligation of maintaining confidentiality of such Confidential Information as per provisions of this clause if the information:

a) was in your possession before receiving the same from the Company pursuant to this Letter.

b) is or becomes a matter of public knowledge through no fault of yours; or

c) is rightfully received by you from a third party without a duty of confidentiality.

6.7 If you are served with a court or governmental order requiring disclosure of any part of such Confidential Information, you shall, unless prohibited by law, promptly notify the Company before any disclosure and cooperate fully (reasonable expense to be borne by the Company) with Company and its legal counsel in opposing, seeking a protective order or limit, or appealing any such subpoena, legal process, request or order to the extent deemed appropriate by the Company.

6.8 Upon cessation of your employment with the Company or on a written request of the Company, whichever is earlier, you shall return or destroy (at the Company's option) any part of such Confidential Information that consists of original, and copies of, source material provided to you and still in your possession and, if requested by the Company, shall provide written confirmation to the Company to that effect.

6.9 You shall not, whether during your employment and/or after cessation of your employment, for whatever reason, use, disclose, divulge, publish or distribute to any person or entity, otherwise than as necessary for the proper performance of your duties and responsibilities under this Letter, or as required by law, any confidential information, messages, data or trade secrets acquired by you in the course of your employment with the Company.

6.10 If you are found to be in breach of this clause, the Company reserves the right to take disciplinary action against you, including right to terminate your employment without notice.

6.11 You shall maintain the confidentiality of all price sensitive information and shall handle all such information on a strict 'need to know' basis i.e. disclose only to those within the Company who need the information to discharge their duty. You shall not pass on such information to any person directly or indirectly by way of making a recommendation for the purchase or sale of securities. Further, during your employment, you shall be subject to applicable trading restrictions e.g. when the trading window is closed, you shall not trade in the Company or any of its affiliates' securities during such period.

7. INTELLECTUAL PROPERTY:

7.1 "Intellectual Property Rights" shall mean all industrial and intellectual property rights (including both economic and moral rights), including, without limitation, patents, patent applications, patent rights, trademarks, trademark applications, trade names, service marks, service mark applications, copyrights, copyright applications, databases, algorithms, manuscripts, computer programs and other software, know-how, trade secrets, proprietary processes and formulae, inventions, trade dress, logos, design and all documentation and media constituting, describing or relating to the above.

7.2 You represent that all services performed by you for the Company shall be your original work and shall not incorporate any third-party materials or work in which you or any third party asserts an ownership interest or Intellectual Property Right. Provided that in the event the Company is held liable or is faced with a claim for your violation of any Intellectual Property Rights belonging to a third party, you undertake to indemnify the Company (and/or any of its affiliates, as the case may be) against any and all losses, liabilities, claims, actions, costs and expenses, including reasonable attorney's fees and court fees resulting there from.

7.3 If at any time during your employment with the Company, you (either alone or with others) whether or not during normal business hours or arising in the scope of your duties of employment make, conceive, create, discover, invent or reduce to practice any invention, modification, discovery, design, development, improvement, process, software program, work of authorship, documentation, formula, data, technique, know-how, trade secret or any Intellectual Property Right whatsoever (including all work in progress) or any interest therein (whether or not patentable or registrable under copyright, trademark or similar statutes or subject to analogous protection) (collectively **'Developments'**) that:

a) relates to the business of the Company (or its affiliate), or to its customers or suppliers, or to any of the products or services being developed, manufactured, sold or provided by the Company (or any of its affiliate) or which may be used in relation therewith.

b) results from tasks assigned to you by the Company; or

c) results from the use of premises or personal property (whether tangible or intangible) loaned, eased or contracted for by the Company or its affiliate,

such Developments (including all work in progress) and the benefits thereof shall immediately become the sole and absolute property of the Company, as works made for hire or otherwise, and you shall immediately disclose to the Company, without cost or delay and without communicating to others the same, each such Development and all available information relating thereto (with all necessary plans and models).

7.4 You hereby irrevocably, absolutely and perpetually assign any and all rights (including any Intellectual Property Rights) you may have or acquire in the Developments and all benefits and/or rights resulting there from to the Company and its assigns without additional compensation on worldwide basis. You acknowledge that the salary and other payments receivable by you from the Company is adequate compensation for such assignment. You hereby waive and quitclaim to the Company any and all claims of any nature whatsoever that you may now have or may hereafter have in and to the Developments (including all work in progress).

7.5 All such assignment of rights shall be perpetual irrevocable, universal and shall not lapse, even if the Company fails at any time to commercially exploit any such Developments. Notwithstanding the provisions of Section 19(4) of the Copyright Act, 1957, any assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if the Company does not exercise the rights under the assignment within a period of one year from the date of assignment. You hereby agree to waive any right to and refrain from raising any objection or claims to the Copyright Board with respect to any assignment, pursuant to Section 19A of the Copyright Act, 1957. You further agree to assist and cooperate with the Company in perfecting the Company's rights in any of the Developments.

7.6 Any assignment of copyright hereunder (and any ownership of a copyright as a work made for hire) includes all rights of paternity, integrity, disclosure and withdrawal and any other rights that may be known as or referred to as 'moral rights' (collectively **'Moral Rights'**). If, you are deemed under applicable law to retain any rights in any Developments, including without limitation any Moral Rights, you hereby waive, and agree to waive, all such rights. To the extent that such waivers are deemed unenforceable under applicable law, you grant, and agree to grant, to the Company or its assigns the exclusive, perpetual, irrevocable, universal and royalty-free license to use, modify and market the Development, without identifying you or seeking your consent.

7.7 If you are not employed with the Company at the time when the Company requests your assistance in connection with the foregoing, the Company will pay you for your reasonable time expended in complying with the above terms at an hourly rate equal to the effective hourly rate at which you were paid the Company immediately prior to your termination as an employee.

7.8 Should the Company be unable to secure the signature on any document necessary to apply for, prosecute, obtain, protect or enforce any Intellectual Property Rights, due to any cause, you hereby irrevocably designate and appoint the Company and each of its duly authorized officers and agents as your agent and attorneys to do all lawfully permitted acts to further the prosecution, issuance, and enforcement of the Intellectual Property Rights or protection in respect of the Developments, with the same force and effect as if executed and delivered by you.

7.9 Notwithstanding the foregoing, you will also be bound by Capgemini's policy with respect to Intellectual Property.

8. CONFLICT OF INTEREST:

8.1 During your employment, you will not, directly or indirectly, whether alone or as a partner joint venture, officer, director, employee, consultant, agent, independent contractor or stockholder of any company, business or other commercial enterprise: (i) engage in any business activity similar in nature to any business conducted or planned by the Company, or (ii) compete in any way with products or services being developed, marketed, distributed or otherwise provided by the Company.

8.2 You shall not undertake, whether directly or indirectly any full time or part time employment or operate or manage business of any kind whatsoever, so long as you are in employment with the Company.

8.3 During your employment if you become aware of any potential or actual conflict between your interests and those of the Company, then you shall immediately inform the Company about such conflict. Where the Company is of the opinion that such a conflict does or could exist, it may direct you to take appropriate action(s) to resolve such a conflict, and you shall comply with such instructions.

8.4 During the course of your employment, you shall not, either directly or indirectly, receive or accept for your own benefit or the benefit of any person or entity other than the Company any gratuity, emolument, or payment of any kind from any person having or intending to have any business with the Company.

8.5 To perform your duties towards the Company, you will have access to email, internet, Company assets (desktop,laptop, mobile phones etc.) and other Company infrastructure. You shall ensure that at all times your use of such facilities meets the ethical and social standards of the workplace. Further, your use of such facilities must not interfere with your duties and must not be illegal or contrary to the interests of the Company.

9. RETIREMENT/TERMINATION:

a.) Retirement

(i) You will automatically retire from employment with the Company on the last day of the month in which you complete sixty (60) years of age. It is hereby clarified that the Company reserves it right to change the retirement age.

b.) Notice Period/Termination

(i) During the probation period, your employment with the Company may be terminated (i) by you, upon giving the Company three months' written notice or at the Company's discretion, payment of gross salary in lieu of notice or (ii) by the Company, upon giving you two months' written notice or payment of gross salary in lieu thereof.

Upon confirmation, your employment with the Company may be terminated (i) by you, upon giving the Company three months' written notice or at the Company's discretion, payment of gross salary in lieu of notice or (ii) by the Company, upon giving you three months' written notice or payment of gross salary in lieu thereof.

(ii) Notwithstanding anything to the contrary, the Company reserves the right to relieve you from services of the Company only upon your satisfactory handover of all the duties and responsibilities assigned to you (including but not limited to any knowledge transfer and serving the notice period conditions).

(iii) Notwithstanding the aforesaid or anything else to the contrary, the Company may suspend, dismiss, discharge or terminate your employment with immediate effect by a notice in writing (without salary in lieu of notice), in the event of (i) fraudulent, dishonest or undisciplined conduct by you, (ii) you committing a breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/property, (iii) your insubordination or failure to comply with the directions given to you by persons so authorized, (iv) your insolvency or conviction for any offence involving moral turpitude, (v) your breach of any terms or conditions of this Letter or the Company's policies or other documents or directions of the Company, (vi) you going on or abetting a strike in contravention of any law for the time being in force, (vii) you conducting yourself in a manner which is regarded by the Company as prejudicial to its own interests or to the interests of its clients or (viii) misconduct by you as provided under the labor laws and/or in the Company policies.

(iv) In the event of willful neglect or breach of any of the terms hereof or refusal on your part to carry out the lawful instructions of any authorized officer of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice and with no obligation to pay you any compensation.

(v) In case you absent yourself from duty continuously, without prior authorization, for ten (10) consecutive calendar days or more you shall be deemed to have left and relinquished the service on your own accord and such relinquishment of service shall be deemed as a repudiation of your employment. In such circumstances, the Company will have the discretion of (a) adjusting salary against the notice period of such abandonment and recover any outstanding dues towards payable to the Company; and (b) presume that you have voluntarily abandoned the services of the Company and strike off your name from the Company's payroll.

c.) Effects of Cessation of Employment

(i) Upon cessation of your employment with the Company (whether by virtue of termination/resignation/retirement), you will immediately return to the Company all of the Company's Confidential Information, tools, assets, accessories, formulae, documents, specifications, books etc. in your custody, care of charge and obtain clearance certificate from the relevant person/office/department, on production of which alone your dues, if any, will be settled by the Company, failing which the Company reserves the right to adjust the dues against any amounts payable to you or separately claim the same from you or use available legal remedies to recover the assets or any other amount due to the Company.

(ii) If any Letter of Authority or Power of Attorney is issued to you, you will undertake to return it on demand or immediately upon cessation of your employment with the Company.

(iii) Upon cessation of your employment with the Company, the Company may require you to sign appropriate release terms without any additional compensation.

10. LIMITATION OF LIABILITY AND INDEMNITY:

10.1 Neither party shall be liable to the other party for any indirect, incidental, contingent, consequential, punitive, exemplary, special or similar damages, including but not limited to, loss of profits or loss of data, whether incurred as a result of negligence or otherwise, irrespective of whether either party has been advised of the possibility of the incurrence by the other Party of any such damages.

10.2 The Company's liability arising out of or in connection with this Letter, whether based in contract, tort (including negligence and strict liability) or otherwise, shall not exceed the amount paid by the Company to you for a period of three (3) months preceding the cause of action.

10.3 Notwithstanding anything to the contrary contained herein, you shall indemnify and keep indemnified the Company, its directors, officers and employees from and against all claims, demands, actions, suits and proceedings (including any losses, damages, costs, charges and expenses), whatsoever that may be brought or made against the Company by any third party as a result of any act or omission, non-performance or non-observance by you of any of the terms and conditions of this Letter and/or arising from your failure to comply to any statute or enactment/s (including but not limited anti-bribery laws and data protection laws).

11. MISCELLANEOUS:

11.1 Notice: All notices to you in relation to your employment shall be in writing and in English language and shall be served either by hand delivery or by sending the same by registered post or by email (as per Company records) or by courier or by speed post addressed to the address mentioned hereinabove. It will be your responsibility to inform the Company of any change in your address and contact details including telephone numbers, personal email addresses etc.

All notices to the Company in relation to your employment shall be in writing and in English language and shall be served either by hand delivery or by sending the same by registered post or by courier or by speed post addressed to the Company's office address referred in the Employment Letter or by email with a physical copy by any of the abovementioned ways.

11.2 Severability: The parties acknowledge and agree that if any of the provision of this Letter is deemed invalid, void, illegal, and unenforceable that provision stands severed from this Letter and the remaining provisions of this Letter shall remain valid and enforceable.

11.3 Publicity: You shall not use the name and/or trademark/logo of Capgemini, its group companies, subsidiaries or associates before media (irrespective of the form whether print, audio visual, electronic etc.) in any other manner which is detrimental to the interest, image and goodwill of the Company and its affiliates without prior written consent of the Company. In the event you intend to share/disclose article which includes any information about the Company or its affiliates/customers for possible publication or dissemination outside the Capgemini group, you agree to inform the Company and obtain its prior written consent on the article you wish to disclose. Further, you agree to make such modifications/deletions/revisions to the article as are requested by the Company to protect its property/interest/reputation.

11.4 Non-Disparagement: During the term of your employment with the Company and at all times thereafter, you will not make any false, defamatory or disparaging statements about the Company, or the employees, officers or directors of the Company that are reasonably likely to cause damage to any such entity or person.

11.5 Waiver: No delay or failure of any party in exercising or enforcing any of its rights or remedies whatsoever shall operate as a waiver of those rights or remedies or so as to preclude or impair the exercise or enforcement of those rights or remedies. No single or partial exercise or enforcement of any right or remedy by any party shall preclude or impair any other or further exercise or enforcement of that right or remedy by that Party. Save as expressly provided in this Letter neither party shall be deemed to have waived any of its rights or remedies whatsoever unless the waiver is made in writing, signed by a duly authorized representative of that party and may be given subject to any conditions thought fit by the grantor. Unless otherwise expressly stated any waiver shall be effective only in the instance and for the purpose for which it is given.

11.6 Integration: This Letter along with its Exhibit constitutes the entire understanding between the parties and supersedes all previous agreements (written or oral) between the Parties in relation to its subject-matter.

11.7 Survival: Clauses 5.1, 5.13, 6, 7, 9(c), 10, 11.1, 11.7, 11.8 and 11.9 and any other clause which by its nature is expected to survive shall all survive the expiry/termination (for whatever reason) of the Letter and shall continue to apply.

11.8 Dispute Resolution/Governing Law: The Parties to this Agreement 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. All disputes, differences and/or claims arising out of these presents or as to the construction, meaning or effect hereof or as to the rights and liabilities of the Parties hereunder and which cannot be settled by mutual conciliation shall be referred to Arbitration to be held in Mumbai in English Language in accordance with the Arbitration and Conciliation Act 1996, or any statutory amendments thereof and shall be referred to a sole Arbitrator to be appointed by Capgemini. The award of the Arbitrator shall be final and binding on Parties. This Letter shall be governed and interpreted in accordance to the laws of India and the courts at Mumbai only shall have exclusive jurisdiction.

11.9 Rights to Injunctive Relief: You hereby expressly acknowledges that any breach or threatened breach by you of any of your obligations set forth in this Letter and/or any of the Company policies may result in significant and continuing injury and irreparable harm to Company, the monetary value of which would be impossible to establish. Therefore, you agree that Company shall be entitled to injunctive relief in a court of appropriate jurisdiction with respect to such provisions.

CONSENT LETTER

For use of Personal Information & Sensitive Personal Data or Information

I,_____residing at _____, do hereby provide my express consent to my employer, Capgemini Technology Services India Limited, having its registered office at No.14, Rajiv Gandhi Infotech Park, Hinjawadi Phase III, MIDC – SEZ, Village Man, Taluka Mulshi, Pune – 411057, Maharashtra (hereinafter referred to as the "Company", which expression shall unless repugnant to the context or meaning thereof mean and include its successors, nominees, assigns and administrators) as follows:

1. That I acknowledge and provide my consent to the Company to collect, store, process, transfer and share my personal information and sensitive personal data or information and information of my dependents wherever applicable, (including sensitive personal information like bank accounts, PAN, blood group, biometric information, medical record, email addresses etc.) for purposes deemed appropriate by the Company from time to time, including but not limited to:
   a) background verification agencies for the purpose of verifying the information submitted by me basis which I have been made an offer of employment,
   b) payroll processing agencies for processing my payroll (including reimbursement claims),
   c) law enforcement agencies,
   d) to comply with a judicial/quasi-judicial order,
   e) auditor (including internal auditors, statutory auditors or Capgemini's clients or their auditor) for the purpose of audit,
   f) insurance companies for the purpose of group insurance, personal accident insurance etc.
   g) service providers providing services for biometric access to office premises for monitoring attendance,
   h) foreign consulates, embassies etc. and service providers (including travel agents) for the purpose of processing of visa, work permits etc.
2. Further, I also acknowledge and provide my consent to the Company to transfer and share (within India and outside of India) such information with:
   a.) affiliates of the Company for administrative purposes and/or audit;
   b.) clients/prospects in relation to any staff augmentation assignments.
3. That I agree and confirm that this consent letter shall be construed in accordance with the laws of India and the courts in Mumbai shall have exclusive jurisdiction to adjudicate upon any dispute that may arise in relation to this Consent Letter.
4. That should any provisions of this consent letter be held by a court of law to be illegal, invalid or unenforceable, the legality, validity and enforceability of the remaining provisions of this consent letter shall not be affected or impaired thereby.
5. I hereby declare that the execution of this consent letter has been done out of my own free will and consent and without any undue force or coercion in any manner whatsoever.
6. I am aware that I have the right to access and rectify my sensitive personal data or information provided to the Company and corresponding obligation to immediately update my sensitive personal data or information in Company's records in the event of any change.
7. I am aware that Company has adopted security practices and procedure to ensure that the information collected is secure and these are available on the Company's intranet.

This consent letter shall come into force immediately upon its execution by me.

Name:

Signature:

Date:

ANNEXURE I (A)

Onboarding Documents

Please carry two set of photocopies along with the original documents for verification as mentioned below:

I. Academic qualification (highest qualification as applicable):
- X- AND XII-mark sheets
- All semester mark sheets (highest qualification)
- Provisional Certificate OR Convocation OR Degree certificate
- If Applicable- Diploma/ Completion Certification(s) for specialized courses

II. Employment experience related documents:

a. Current Employer:
(Document mandatorily containing: Emp ID, Designation, Start Date of Employment, End Date of Employment)
- Resignation acceptance letter OR Email confirmation from the HR OR Relieving Letter AND Experience Certificate
- Pay slips for last 3 months
- Letter of Appointment OR Offer Letter from the employer

b. Previous Employer(s)
- Experience Certificate AND / OR Relieving certificate of all employments (ensure the above document specifies start date of your employment (s)

c. Additional documents
- Form 16 – Part A only
- Cancelled Cheque(in original)/Passbook(photocopy) -Cancelled cheque leaflet issued by Bank or the pages of passbook showing the Name of the Account Holder, Bank Name, Bank Branch and IFS code required as a pre-requisite mandate for registration on ESI portal.
- Bank statement for last 3 months – [Please ensure to mask all other transaction details (whether debit or credit entries) except for salary transfer details of your last employer, such that only salary credits of previous employment are visible
  Please note, should you provide any other additional document than the aforesaid, or provide bank statement without masking other transaction details, the Company shall not be held responsible for the same.]

III. Proof of Identity (Any two):
- PAN Card (Mandatory)
- AADHAAR Card
- Valid Passport – All pages
- Driving License
- Voters ID

IV. Passport size photograph – 4 copies (white background)

ANNEXURE I (B)

Background Verification

Reference terms:

Capgemini adheres to a strong background verification process. As a part of this process all the personal and professional information provided by you is verified, therefore we request you to provide all the necessary relevant documents as per the information provided. This will help us verify your

- Education Credentials (Bachelor's Degree/Post Graduate Degree etc.)
- Professional Experience & Employment(s) Credentials.

Note: Based on certain business requirement and statutory rules Capgemini may initiate certain additional checks during your tenure in Capgemini and by accepting this offer you agree to undergo such additional checks when required. Capgemini will not take any individual approval for the same.

Please ensure that the following steps are followed to initiate the process and submit the necessary documents within 7 calendar days from the date of receipt of this offer:

- Fill the standard application form by clicking the New Employee Wizard link (received from SuccessFactors Onboarding <auto.noreply@capgemini.com>. (You will receive the link to New Employee Wizard portal shortly). In case you have not received this link within the next 3 days please get in touch with your recruiter immediately.

Download the Address check Form, Database check form, Court record form - from the New Employee Wizard link; update the details in the form with your manual signature and mention the current date on which you have signed this form. You will have to upload back the scanned copy of these documents on to the New Employee Wizard link.

- Highest Educational Degree Certificate and Final year Mark sheet**.
- Submission of all semester/term mark sheets of your highest qualification.
- Any qualification obtained from the Institute which is not recognized by UGC/AICTE is not considered.
- Experience letters and relieving letters for 5 years of employment or past 2 employers whichever is higher.

Form 16 - Part A only.

Bank statement for last 3 months – [Please ensure to mask all other transaction details (whether debit or credit entries) except for salary transfer details of your last employer, such that only salary credits of previous employment are visible.

Please note, should you provide any other additional document than the aforesaid, or provide bank statement without masking other transaction details, the Company shall not be held responsible for the same.]

- On the date of joining you are required to carry the experience letter/Relieving letter from all your past employers
- These letters should clearly mention your last working day with your previous employers.

Some organization issue relieving/experience letter along with the full and final settlement in such cases you should submit the resignation acceptance mail authorized by your last employers HR department and you should ensure that the last working day is clearly mentioned on this acceptance letter. Please note that in such cases you will have to submit the original experience/relieving letter to Capgemini HR department / email the same to the following email address backgroundverification.in@capgemini.com not later than 14 days of your joining***

Court Verification Forms

- Court Record form

Note:

All of these forms (Address check Form, Database check form, Court record form) are available on the New Employee Wizard link. Please download these forms from the New Employee Wizard link and fill the information in BLUE ink only.

All of the above forms are submitted to the respective authorities (Police/Courts etc) and as a part of the verification process the representatives of these authorities may visit your residence address for verification; alternatively they may also call you or ask you to visit the nearby Police Station.

You are required to submit all the documents with 7 days from receiving this Offer, failing which offer will be revoked*

Important points to note:

- In an event you fail to submit the required documents to the HR department within 30 days of first intimation/date of joining and after 2 reminders. Capgemini reserves the right to hold back your salary and to take disciplinary actions which inter alia include termination from service without notice.

You are requested to fill your details diligently in the link provided. If there is a discrepancy in the data provided or the copies of documents / certificates given by you as a proof in support of the above, Capgemini reserves to take disciplinary actions which inter alia includes termination from service without notice.

***In case your last employer do not provide experience letter you may provide the relieving letter, however please ensure that the relieving letter has last working day clearly mentioned.

Please note that Capgemini may ask you to submit additional documents as and when required, especially with respect to the Background verification process.

In the absence of the above listed documents your onboarding may be delayed or deferred.

Best Regards,
Team HR

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Skill VERTEX
EDUCATION DOESN'T ASSURE EMPLOYMENT BUT SKILL DOES

OliveBoard Comptech Private Limited
CIN: U72200KA2012PTC062995

2nd floor, L-147, Lakshmi Chambers, Sector 6,
HSR Layout, Bengaluru, Karnataka, 560102, IN

EMPLOYMENT AGREEMENT

Date: 15-12-2022

Sushil Dange

Appointment: Business Development Associate

Dear Sushil Dange,

At the outset, we welcome you to **Skillvertex** and wish you an enriching tenure with us. With reference to your application and subsequent Offer Letter, we are pleased to appoint you as **Business Development Associate** in our Company with effect from **02-January-2023,** subject to the following terms and conditions. This offer of appointment is valid until **19-12-2022** for acceptance. If we do not hear from you by **19-12-2022** i.e., the date on which validity of the offer expires, this offer of appointment shall be treated as withdrawn. This Employment Agreement supersedes and replaces all other communications made to you prior to the date of issue of this contract.

1. Title and duties- Business Development Associate

You will perform such duties and exercise such powers as the Company may from time to time require of you and your role will primarily entail curating & managing educational content for the Company that includes but is not limited to verifying the accuracy of content, proofreading for errors, appropriately fixing any errors in educational content, creating & developing questions & assessment papers when necessary, categorization of questions along with any other content processing activities. You acknowledge that your designation, as stated above, may be changed at the discretion of the Company depending on the work assigned to you, including at the time of promotion and progression within the Company. Your appointment shall also be subject to such statues and legal regulations as are applicable and are in force now and/or any such modifications or enactments that may come into force from time to time.

2. Place of work

You will be based in Bangalore, India. However, the Company reserves the right at any time to require you to work at any other division or location of the Company or its clients, or be transferred to any branch office, subsidiaries and associate companies, situated anywhere in India or abroad, whether existing or, which may be set up in future without notice. These assignments will be agreed with you in advance and will fall within the scope of work set out in this contract. In such case, all transfer facilities applicable per the Company's then existing policies will be made available to you.

3. Probation

You will be placed on probation for a period of 3-4 months i.e., once the 10 days of unpaid OJT has been completed from your date of joining. During the probation period you are eligible for a remuneration of **INR 25,000 Thousand (INR 15,000 FIXED + INR 10,000 INCENTIVES).** Your Probation Period can be extended, through a written letter provided from the Company, in case the Company is not satisfied with your performance.

4. Hours of work

We estimate that under your contract you will be required to work **Six (6) days,** fifty-four (54) hours out of the normal working week. However, you will, in addition, work such hours and days as may be necessary or appropriate from time to time to carry out your duties properly and effectively. Further, during your employment with the Company, you are expected to devote your entire time and attention to the Company's affairs and refrain from directly or indirectly engaging in any other business that will potentially conflict with the business of the Company and Your role.

5. Emoluments and taxes

i. Your gross annual Cost to Company (CTC) will be **INR 6,00,000 (Six lakhs only),** with a fixed compensation of **INR 3,60,000 (Three Lakhs and Sixty Thousand only)** per annum (before all customary payroll deductions), payable monthly in accordance with the Company's customary payroll practices and an annual performance bonus of **INR 2,40,000 (Two Lakhs and Forty Thousand only)** subject to achievement of input and output parameters in accordance with the Company's customary payroll practices. ii. Your individual remuneration is strictly between yourself and the Company. It has been determined based on numerous factors such as your job, skills-specific background, and professional merit. This information and any changes made therein should be treated as personal and confidential.

ii. You shall be solely responsible for paying any taxes, direct or indirect, state or local, whether payable in India or elsewhere which may result from the remuneration paid to you pursuant to your employment hereunder. You will not be eligible for any paid salary structure if you do not complete 24 days of your working period in the organisation. in total The Company is entitled to deduct from your remuneration, income tax, other taxes and levies which it is liable to deduct at source as applicable

6. Notice Periods

Subject to Clause 7 below, during the Probation Period, this Employment Agreement may be terminated by the Company by giving you not less than fifteen (15) days' notice in writing. During the Probation Period, if you wish to terminate this Employment Agreement, you can do so by providing the Company not less than forty five (45) days' notice in writing. Thereafter, this Employment Agreement will continue until terminated by either party giving to the other not less than forty-five (45) days' notice in writing. The tenure for the notice period starts from the date of acceptance of the resignation letter by your reporting manager. Company may, in its discretion, terminate the Employment Agreement before the expiry of the notice period, on such terms and conditions as may be decided by the Company, by making a payment of basic salary equivalent to the notice period. If you are absent for a continuous period of ten (10) days without leave or without obtaining your manager's approval, your employment will be immediately terminated by the Company for cause and without notice, in which case, you will be liable to pay to the Company an amount equal to your then current gross salary for a period of forty five (45) days in lieu of the notice required to be provided by you.

7. Termination and suspension

1. The Company may also terminate this Employment Agreement immediately, and with no liability to make any further payment (other than in respect of amounts accrued due at the date of termination) to you, if you:

    i. commit any serious or repeated breach of any of your obligations under this Employment Agreement;
    ii. are responsible for any gross negligence in the performance of your duties, intentional non-performance or mis-performance of such duties, or refuse to abide by the orders of reporting managers, supervisors or refuse to comply with lawful directives of the Company;
    iii. are guilty of serious misconduct which, in the Company's reasonable opinion, has damaged or may damage the business or affairs of the Company;
    iv. are guilty of conduct which, in the Company's reasonable opinion, brings or is likely to bring you or the Company into disrepute;
    v. are convicted of any crime involving moral turpitude; vi. are in breach any of the Company's policies and procedures;
    vi. Willfully cause damage to Company property.

This Clause shall not restrict any other right the Company may have (whether at common law or otherwise) to terminate this Employment Agreement summarily. Any delay by the Company in exercising its rights under this Clause shall not constitute a waiver of those rights.

2. Where notice of termination has been served by either party whether in accordance with Clause 6, this Clause 7 or otherwise, the Company shall be under no obligation to provide work for or assign any duties to you for the whole or any part of the relevant notice period and may require you:

i. not to enter any premises of the Company; and/or
ii. to refrain from business contact with any customers, clients or other employees of the Company.

3. The Company may in its absolute discretion suspend you from your contract, on full salary, at any time during this Employment Agreement including during any period in which the Company is carrying out an investigation into any of your acts or defaults (or alleged or suspected acts or defaults) or where it does not require you to enter its premises and continue working on assignments under Clause 7.2 above. All applicable Clauses within this Employment Agreement shall remain in full force and effect during any period of suspension under this Clause. You will also continue to be bound by duties of good faith and fidelity to the Company during any such period of suspension.

4. Upon termination of this Employment Agreement for whatever reason, you will deliver to the Company all computer devices, laptops, machines, books, documents, papers, materials and other property relating to the business of the Company which may then be in your possession or under your power or control.

8. Restraint on activities

You will not, at any time after termination of your contract, for whatever reason, represent yourself as being in any way connected with the affairs of the Company.

9. Post Termination

1. NON-SOLICITATION

i. You shall not and shall not attempt to, either personally, or through an agent or firm, directly or indirectly, during your employment and after the termination of this Employment Agreement for the period of twelve (12) months by whatever means solicit or attempt to solicit any business from any of the Company's Customers, Customer Prospects, or Vendors.

ii. You shall not and shall not attempt to, either personally, or through an agent or firm, directly or indirectly, during your employment and after the termination of this Employment Agreement for the period of twelve (12) months by whatever means recruit, solicit, or induce, or attempt to recruit, solicit, or induce, any employee, director, iii. shareholder or consultant of the Company, to terminate their employment relationship with the Company.

2. NON-COMPETE

For a period of twelve (12) months after the termination of this Employment Agreement by whatever means, you shall not without the prior written consent of the Company, work for, or consult with, any company, firm or person which is in direct competition with the Company or Company customer, customer prospect, Company partner or a vendor of the Company.

10. Publication

You shall not, during the tenure of your employment with the Company or at any time thereafter, either personally or through a third party, directly or indirectly, refer to or publish any information about, or of the Company, or defame the Company by making any derogatory statements about the Company, in any form of social media or public forums or otherwise. Breach of this Clause will entitle the Company to terminate this Employment Agreement with immediate effect and with no liability to make any further payment (other than in respect of amounts accrued due at the date of termination) to you or to pursue any legal action against you, as applicable, in the event of your breach of this Clause post leaving the employment of the Company. Further, notwithstanding the above, you acknowledge that any post, comment, opinion etc. published by you on any matter in any forum, including social media, is your personal view and that the Company shall have no liability or responsibility for the same whatsoever.

11. **Confidentiality**

The Company requires all employees to execute a Non-Disclosure Agreement ("NDA") to protect the rights of its employees and also that of the Company while dealing with confidential information, documents, etc. The said NDA forms part of this Employment Agreement and is applicable to you. You are required to read, understand and sign the enclosed NDA in acknowledgement of your acceptance of the conditions therein.

12. Intellectual property

You agree to execute an Intellectual Property Assignment and Transfer Agreement ("IP Assignment Agreement") in favour of the Company. The said IP Assignment Agreement forms part of this Employment Agreement. You are required to read, understand and sign the enclosed IP Assignment Agreement in acknowledgement of your acceptance of the conditions therein.

13. Notices

Notice under these terms and conditions will be treated as having been given if sent by ordinary registered post, by you to the Company's registered office or by the Company to you at your last known address on file with the Company, and will be deemed to be given on the day when it would ordinarily be delivered after such posting. It is your responsibility to notify the Company of any changes in your personal information within three (3) working days of such change being effective.

14. Retirement

You will retire from the services of the Company on attaining the age of superannuation [58 years].

15. Conditions

The offer under this Employment Agreement is conditional upon satisfactory completion of our pre-employment screening process, which includes, but is not limited to, verification of your application materials, education and employment history, references which are satisfactory to us from your previous employer(s) etc. Your employment is also contingent upon your ability to work for the Company without restriction (i.e. you do not have any noncompete obligations or other restrictive clauses with any previous employer). If, after you have started work, we are informed that you have not (in our sole discretion) satisfactorily completed pre-employment screening, or if it is found at any time during your employment with the Company that any information furnished by you is incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services with immediate effect and with no liability to make any further payment (other than in respect of amounts accrued due at the date of termination) to you. During your employment with the Company, you explicitly agree to adhere to and be governed by all the current policies and procedures of the Company, as may be applicable to you.

16. Rules of the company in force and governing law

i. You will abide by all the rules and regulations of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the above terms and conditions which shall be binding on you.
ii. This Employment Agreement shall be governed by the laws of India, with the courts in Bangalore assuming exclusive jurisdiction on all matters hereunder.

17. Leave Entitlement

Employees are eligible for 24 days leave per year. Additional leave entitlements include Maternity, Paternity and Bereavement leave.

18. BYOD Framework

The Company has adopted a BYOD framework so you are required to arrange your own device (laptop / desktop) to carry out the duties on the job.

OliveBoard Comptech Private Limited
CIN: U72200KA2012PTC062995

2nd floor, L-147, Lakshmi Chambers, Sector 6,
HSR Layout, Bengaluru, Karnataka, 560102, IN

We are delighted to have you as part of our team. To confirm your acceptance of this Employment Agreement on the terms and conditions specified herein, please sign in the space specified below.

Dinesh Singh
Head of Human Resource
SkillVertex

I accept the above-mentioned terms and conditions.

Signature: _____

Name (in Capitals): _____

Place & Date: _____

OliveBoard Comptech Private Limited
CIN: U72200KA2012PTC062995

2nd floor, L-147, Lakshmi Chambers, Sector 6,
HSR Layout, Bengaluru, Karnataka, 560102, IN

ANNEXURE

S. No.	PARTICULARS
1.	• Professional / Educational Certificates. • Payslip of Last 3 Months of previous employment (if applicable). • Relieving Letter from Previous Served Company (if applicable). • Graduation Certificate. • Other relevant educational certifications.
2.	Coloured Scanned Copy of Photographs.
3.	PAN Card and Aadhar card Scanned Copy.
4.	Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.

EMPLOYMENT AGREEMENT

Date: 15-12-2022

Sonali Rajesh Alhat

Appointment: Business Development Associate- Work From Home

Dear Sonali Rajesh Alhat,

At the outset, we welcome you to **Skillvertex** and wish you an enriching tenure with us. With reference to your application and subsequent Offer Letter, we are pleased to appoint you as **Business Development Associate** in our Company with effect from **02-January-2023,** subject to the following terms and conditions. This offer of appointment is valid until **19-12-2022** for acceptance. If we do not hear from you by **19-12-2022** i.e., the date on which validity of the offer expires, this offer of appointment shall be treated as withdrawn. This Employment Agreement supersedes and replaces all other communications made to you prior to the date of issue of this contract.

1. Title and duties- Business Development Associate

You will perform such duties and exercise such powers as the Company may from time to time require of you and your role will primarily entail curating & managing educational content for the Company that includes but is not limited to verifying the accuracy of content, proofreading for errors, appropriately fixing any errors in educational content, creating & developing questions & assessment papers when necessary, categorization of questions along with any other content processing activities. You acknowledge that your designation, as stated above, may be changed at the discretion of the Company depending on the work assigned to you, including at the time of promotion and progression within the Company. Your appointment shall also be subject to such statues and legal regulations as are applicable and are in force now and/or any such modifications or enactments that may come into force from time to time.

2. Place of work

You will be based in Bangalore, India. However, the Company reserves the right at any time to require you to work at any other division or location of the Company or its clients, or be transferred to any branch office, subsidiaries and associate companies, situated anywhere in India or abroad, whether existing or, which may be set up in future without notice. These assignments will be agreed with you in advance and will fall within the scope of work set out in this contract. In such case, all transfer facilities applicable per the Company's then existing policies will be made available to you.

3. Probation

You will be placed on probation for a period of 3-4 months i.e., once the 10 days of unpaid OJT has been completed from your date of joining. During the probation period you are eligible for a remuneration of **INR 25,000 Thousand (INR 15,000 FIXED + INR 10,000 INCENTIVES).** Your Probation Period can be extended, through a written letter provided from the Company, in case the Company is not satisfied with your performance.

4. Hours of work

We estimate that under your contract you will be required to work **Six (6) days,** fifty-four (54) hours out of the normal working week. However, you will, in addition, work such hours and days as may be necessary or appropriate from time to time to carry out your duties properly and effectively. Further, during your employment with the Company, you are expected to devote your entire time and attention to the Company's affairs and refrain from directly or indirectly engaging in any other business that will potentially conflict with the business of the Company and Your role.

5. Emoluments and taxes

i. Your gross annual Cost to Company (CTC) will be **INR 6,00,000 (Six lakhs only)**, with a fixed compensation of **INR 3,60,000 (Three Lakhs and Sixty Thousand only)** per annum (before all customary payroll deductions), payable monthly in accordance with the Company's customary payroll practices and an annual performance bonus of **INR 2,40,000 (Two Lakhs and Forty Thousand only)** subject to achievement of input and output parameters in accordance with the Company's customary payroll practices. ii. Your individual remuneration is strictly between yourself and the Company. It has been determined based on numerous factors such as your job, skills-specific background, and professional merit. This information and any changes made therein should be treated as personal and confidential.

ii. You shall be solely responsible for paying any taxes, direct or indirect, state or local, whether payable in India or elsewhere which may result from the remuneration paid to you pursuant to your employment hereunder. You will not be eligible for any paid salary structure if you do not complete 24 days of your working period in the organisation. in total The Company is entitled to deduct from your remuneration, income tax, other taxes and levies which it is liable to deduct at source as applicable

6. Notice Periods

Subject to Clause 7 below, during the Probation Period, this Employment Agreement may be terminated by the Company by giving you not less than fifteen (15) days' notice in writing. During the Probation Period, if you wish to terminate this Employment Agreement, you can do so by providing the Company not less than forty five (45) days' notice in writing. Thereafter, this Employment Agreement will continue until terminated by either party giving to the other not less than forty-five (45) days' notice in writing. The tenure for the notice period starts from the date of acceptance of the resignation letter by your reporting manager. Company may, in its discretion, terminate the Employment Agreement before the expiry of the notice period, on such terms and conditions as may be decided by the Company, by making a payment of basic salary equivalent to the notice period. If you are absent for a continuous period of ten (10) days without leave or without obtaining your manager's approval, your employment will be immediately terminated by the Company for cause and without notice, in which case, you will be liable to pay to the Company an amount equal to your then current gross salary for a period of forty five (45) days in lieu of the notice required to be provided by you.

7. Termination and suspension

1. The Company may also terminate this Employment Agreement immediately, and with no liability to make any further payment (other than in respect of amounts accrued due at the date of termination) to you, if you:

    i. commit any serious or repeated breach of any of your obligations under this Employment Agreement;
    ii. are responsible for any gross negligence in the performance of your duties, intentional non-performance or mis-performance of such duties, or refuse to abide by the orders of reporting managers, supervisors or refuse to comply with lawful directives of the Company;
    iii. are guilty of serious misconduct which, in the Company's reasonable opinion, has damaged or may damage the business or affairs of the Company;
    iv. are guilty of conduct which, in the Company's reasonable opinion, brings or is likely to bring you or the Company into disrepute;
    v. are convicted of any crime involving moral turpitude; vi. are in breach any of the Company's policies and procedures;
    vi. Willfully cause damage to Company property.

This Clause shall not restrict any other right the Company may have (whether at common law or otherwise) to terminate this Employment Agreement summarily. Any delay by the Company in exercising its rights under this Clause shall not constitute a waiver of those rights.

2. Where notice of termination has been served by either party whether in accordance with Clause 6, this Clause 7 or otherwise, the Company shall be under no obligation to provide work for or assign any duties to you for the whole or any part of the relevant notice period and may require you:

i. not to enter any premises of the Company; and/or
ii. to refrain from business contact with any customers, clients or other employees of the Company.

3. The Company may in its absolute discretion suspend you from your contract, on full salary, at any time during this Employment Agreement including during any period in which the Company is carrying out an investigation into any of your acts or defaults (or alleged or suspected acts or defaults) or where it does not require you to enter its premises and continue working on assignments under Clause 7.2 above. All applicable Clauses within this Employment Agreement shall remain in full force and effect during any period of suspension under this Clause. You will also continue to be bound by duties of good faith and fidelity to the Company during any such period of suspension.

4. Upon termination of this Employment Agreement for whatever reason, you will deliver to the Company all computer devices, laptops, machines, books, documents, papers, materials and other property relating to the business of the Company which may then be in your possession or under your power or control.

8. Restraint on activities

You will not, at any time after termination of your contract, for whatever reason, represent yourself as being in any way connected with the affairs of the Company.

9. Post Termination

1. NON-SOLICITATION

i. You shall not and shall not attempt to, either personally, or through an agent or firm, directly or indirectly, during your employment and after the termination of this Employment Agreement for the period of twelve (12) months by whatever means solicit or attempt to solicit any business from any of the Company's Customers, Customer Prospects, or Vendors.

ii. You shall not and shall not attempt to, either personally, or through an agent or firm, directly or indirectly, during your employment and after the termination of this Employment Agreement for the period of twelve (12) months by whatever means recruit, solicit, or induce, or attempt to recruit, solicit, or induce, any employee, director, iii. shareholder or consultant of the Company, to terminate their employment relationship with the Company.

2. NON-COMPETE

For a period of twelve (12) months after the termination of this Employment Agreement by whatever means, you shall not without the prior written consent of the Company, work for, or consult with, any company, firm or person which is in direct competition with the Company or Company customer, customer prospect, Company partner or a vendor of the Company.

10. Publication

You shall not, during the tenure of your employment with the Company or at any time thereafter, either personally or through a third party, directly or indirectly, refer to or publish any information about, or of the Company, or defame the Company by making any derogatory statements about the Company, in any form of social media or public forums or otherwise. Breach of this Clause will entitle the Company to terminate this Employment Agreement with immediate effect and with no liability to make any further payment (other than in respect of amounts accrued due at the date of termination) to you or to pursue any legal action against you, as applicable, in the event of your breach of this Clause post leaving the employment of the Company. Further, notwithstanding the above, you acknowledge that any post, comment, opinion etc. published by you on any matter in any forum, including social media, is your personal view and that the Company shall have no liability or responsibility for the same whatsoever.

11. **Confidentiality**

The Company requires all employees to execute a Non-Disclosure Agreement ("NDA") to protect the rights of its employees and also that of the Company while dealing with confidential information, documents, etc. The said NDA forms part of this Employment Agreement and is applicable to you. You are required to read, understand and sign the enclosed NDA in acknowledgement of your acceptance of the conditions therein.

12. Intellectual property

You agree to execute an Intellectual Property Assignment and Transfer Agreement ("IP Assignment Agreement") in favour of the Company. The said IP Assignment Agreement forms part of this Employment Agreement. You are required to read, understand and sign the enclosed IP Assignment Agreement in acknowledgement of your acceptance of the conditions therein.

13. Notices

Notice under these terms and conditions will be treated as having been given if sent by ordinary registered post, by you to the Company's registered office or by the Company to you at your last known address on file with the Company, and will be deemed to be given on the day when it would ordinarily be delivered after such posting. It is your responsibility to notify the Company of any changes in your personal information within three (3) working days of such change being effective.

14. Retirement

You will retire from the services of the Company on attaining the age of superannuation [58 years].

15. Conditions

The offer under this Employment Agreement is conditional upon satisfactory completion of our pre-employment screening process, which includes, but is not limited to, verification of your application materials, education and employment history, references which are satisfactory to us from your previous employer(s) etc. Your employment is also contingent upon your ability to work for the Company without restriction (i.e. you do not have any noncompete obligations or other restrictive clauses with any previous employer). If, after you have started work, we are informed that you have not (in our sole discretion) satisfactorily completed pre-employment screening, or if it is found at any time during your employment with the Company that any information furnished by you is incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services with immediate effect and with no liability to make any further payment (other than in respect of amounts accrued due at the date of termination) to you. During your employment with the Company, you explicitly agree to adhere to and be governed by all the current policies and procedures of the Company, as may be applicable to you.

16. Rules of the company in force and governing law

i. You will abide by all the rules and regulations of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the above terms and conditions which shall be binding on you.
ii. This Employment Agreement shall be governed by the laws of India, with the courts in Bangalore assuming exclusive jurisdiction on all matters hereunder.

17. Leave Entitlement

Employees are eligible for 24 days leave per year. Additional leave entitlements include Maternity, Paternity and Bereavement leave.

18. BYOD Framework

The Company has adopted a BYOD framework so you are required to arrange your own device (laptop / desktop) to carry out the duties on the job.

OliveBoard Comptech Private Limited
CIN: U72200KA2012PTC062995

2nd floor, L-147, Lakshmi Chambers, Sector 6,
HSR Layout, Bengaluru, Karnataka, 560102, IN

We are delighted to have you as part of our team. To confirm your acceptance of this Employment Agreement on the terms and conditions specified herein, please sign in the space specified below.

Dinesh Singh
Head of Human Resource
SkillVertex

I accept the above-mentioned terms and conditions.

Signature: _____

Name (in Capitals): _____

Place & Date: _____

OliveBoard Comptech Private Limited
CIN: U72200KA2012PTC062995

2nd floor, L-147, Lakshmi Chambers, Sector 6,
HSR Layout, Bengaluru, Karnataka, 560102, IN

ANNEXURE

S. No.	PARTICULARS
1.	• Professional / Educational Certificates. • Payslip of Last 3 Months of previous employment (if applicable). • Relieving Letter from Previous Served Company (if applicable). • Graduation Certificate. • Other relevant educational certifications.
2.	Coloured Scanned Copy of Photographs.
3.	PAN Card and Aadhar card Scanned Copy.
4.	Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.

MRF Limited, New No. 114 (Old No. 124), Greams Road, Chennai - 600 006.
Tel : 91-44-2829 2777 Fax : 91-44-2829 2895 CIN : L25111TN1960PLC004306
Website: www.mrftyres.com

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Offer Letter 31.10.2022

Dear **Mr Akshay Jagannath M,**

Congratulations and Welcome to MRF Family!

With reference to your application and the subsequent discussions, we are pleased to offer you employment as **Territory Sales Supervisor** in **MB1** Grade in the **Sales & Marketing department** on the following terms and conditions:

1. The discussed and agreed CTC compensation package is given in the Annexure I
2. Your employment is conditional upon you being medically fit to perform the services of the organization. You will be required to undergo medical examination as per MRF guidelines which is attached in Annexure II
3. You need to bring the original documents and photostat copies at the time of joining as per the list attached in Annexure III for verification

A detailed appointment letter will be issued to you on your joining. We would expect you to join on or before **07th November 2022** failing which the offer is liable to be withdrawn.

You will have 5 days induction program at Head Office from your date of joining. On completion of the induction, you have to proceed directly to your place of field training. The place of field training will be informed to you up on joining.

Please return the copy of this letter duly signed as a token of your acceptance at the earliest.

Thanking you,

Yours faithfully,
For MRF LIMITED,

Biju Sebastian
Vice President-HRS

Acceptance:
I accept employment with the organization on the terms and conditions set out in this offer letter, a copy of which I confirm I have received

Name : _____ Date : _____

Signature : _____

Annexure - 1

Salary Structure

Name : **Akshay Jagannath Mane**
Grade : **MB1**
Designation : **Territory Sales Supervisor**

	Components	Per Month	Per Annum
A	Basic Salary	7,470.00	89,640.00
A1	**Allowances**		
1	HRA	3,735.00	44,820.00
2	Conveyance	1,600.00	19,200.00
3	Education Allowance	200.00	2,400.00
4	MRF Allowance	23,170.00	2,78,040.00
5	Medical Allowance	623.00	7,476.00
6	Field Allwance	9,000.00	1,08,000.00
	A1 Total	**38,328.00**	**4,59,936.00**
	Gross Salary (A+A1)	**45,798.00**	**5,49,576.00**
B	**Annual Payments**		
1	LTA (Once in 2 years - Rs.14500/- in a block of two years)	604.00	7,248.00
2	Bonus	1,400.00	16,800.00
3	Self Develoment Subsidy	667.00	8,000.00
	B Total	**2,671.00**	**32,052.00**
C	**Retiral Benefits**		
1	PF -12%	896.00	10,752.00
2	Gratuity - 4.81%	359.00	4,308.00
	C Total	**1,255.00**	**15,060.00**
	Cost to Company (A+A1+B+C)	**49,724.00**	**5,96,688.00**

In addition to the above you will be eligible for the following benefits as per Company policy:

1 Daily Conveyance Allowance @ Rs.150/- per day during your Induction and field training.
2 On posting, Mileage Allowance @ Rs.3.50 per running K.M., subject to change, for the use of Two-Wheeler for official travel, in lieu of Daily Conveyance Allowance.
3 Mobile connection – As per the Company policy.
4 Rs.75,000/- under Employees Value Incentive Scheme, as applicable, which will be explained to you in detail during the induction program.
5 Hospitalization Insurance coverage as applicable.
6 Personal Accident Insurance coverage for self.

Annexure II

Guidelines for completing Medical Check-up

- All new joiners have to complete the Medical Check-up as per attached format in a reputed laboratory of your choice and thereafter to obtain a medical fitness certificate from a Registered Medical Practitioner who is an MD in General Medicine
- The scan copy of medical report should be submitted to HR 10 days prior to date of joining
- The hardcopy of medical report should be submitted to HR department on the date of joining
- The maximum re-imbursement applicable for the Medical test is **Rs. 3500** which will be reimbursed after joining on submission of original bills

Annexure – III

Please submit photo copies (1 set) of the following documents, as may be applicable to you, to the company at the time of joining. Please also bring the original copies of your certificates and testimonials for verification

1	5 Passport Size photo with Red Background
2	Employment Documents: Current Employment(Immediate Previous) a) Relieving letter & Experience Certificate b) Payslips and the respective bank statements for last 3 months c) latest salary increment letter for CTC proof Previous Employment Service/Relieving Certificate all employments- Mentioning date of joining ,designation and last working day
3	Education Documents (Relevant) a) 10 Mark sheet and certificate. b) 12th mark sheet and Certificate. c) Graduation Mark sheets and certificate/Diploma certificate. d) Post-Graduation Mark sheets and degree certificate(If applicable) e) Any other relevant certificate
4	Proof of identity/ Address : any one of the below proofs: a) Passport b) Voters Id c) Driving License d) Ration card e) Electricity Bills
5	PAN & Aadhar Card
6	Cancelled Cheque of Saving Bank Account having IFSC Code details (SBI/ICICI/HDFC)
7	Details of your Provident Fund, Employees' Pension Scheme and Universal Account Number, if earlier member PF/EPS scheme

Please Note:

1. Completion of the qualifying exams and submission of all the documents is mandatory.
2. Your present and permanent addresses, as mentioned in your application form, are put on company's record. You would be expected to inform the company about any change in your address and telephone numbers

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Dnyaneshwar B. Rao Unawane <placement@mmimert.edu.in>

LIST OF SELECTED STUDENTS

3 messages

sanjana . <sanjana@pinclick.in> Fri,
To: "placement@mmimert.edu.in" <placement@mmimert.edu.in>
Cc: "dnyanesh.unawane.tpo@gmail.com" <dnyanesh.unawane.tpo@gmail.com>, "vani@pinclick.in" <vani@pinclick.in>

Dear Sir,

Greetings!

This is to inform you, we conducted interview for the candidates who were interested in the job role of **Property Advisor** according to the list shared by you of **MB/** the list of the selected candidates, So kindly confirm the **DATE OF JOINING** for the candidate mentioned below, so that we can share the offer letter.

Full Name	Official Email	Personal Phone	Degree 1	Degree 1 Primary Specializations	Remark	Location
Anurag Sunilrao Bele	anuragbele2020@mmimert.edu.in	8605203189	M.B.A.	Marketing Management	selected	pune
Yash Sanjay Yete	yashyete2021@mmimert.edu.in	9284466410	M.B.A.	Marketing Management	selected	pune

Thanks & Regards

Sanjana Kotni
Assistant Manager
Pin Click
Contact no.:+91 9108612097
w: www.pinclick.com

Dnyaneshwar B. Rao Unawane <placement@mmimert.edu.in> Fri, Sep 9, 2022 at 2:19 PM
To: "sanjana ." <sanjana@pinclick.in>
Cc: "dnyanesh.unawane.tpo@gmail.com" <dnyanesh.unawane.tpo@gmail.com>, "vani@pinclick.in" <vani@pinclick.in>

Dear Sanjana,
Thanks for the selection mail.
I Interacted with selected candidates.
Both the candidates will join on 12th September 2022.
Kindly send their offer letters.

Together we are 100%

Dnyaneshwar B.Rao Unawane
Training & Placement Officer,
MMCOE & IMERT
Marathwada Mitra Mandal's, Pune
✆91- 7972796041 | Whats app +91-940404196
placement@mmimert.edu.in / dnyanesh.unawane.tpo@gmail.com

Appreciated by Aon Cocubes, GTT, Fuel etc.

[Quoted text hidden]

Dnyaneshwar B. Rao Unawane <placement@mmimert.edu.in> Fri, Sep 9, 2022 at 2:20 PM
To: director@mmimert.edu.in

Dear Maam,
Our 2 candidates were selected today.
Together we are 100%

Dnyaneshwar B.Rao Unawane
Training & Placement Officer,
MMCOE & IMERT
Marathwada Mitra Mandal's, Pune
✆91- 7972796041 | Whats app +91-940404196
placement@mmimert.edu.in / dnyanesh.unawane.tpo@gmail.com

pinclick

103.

9th September 2022

Sub: Offer of employment by Pin Click

Dear **Anurag Sunilrao Bele,**

Congratulations!

We are very pleased to extend an offer to you to join Pin Click as **"Property Advisor"**, with effect from **12th September 2022**

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A.. Once the PPO is confirmed 5.16 LPA is applicable and attached herewith Annexure B.

2. Your initial posting as a Pin Click employee will be at our **Pune** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside. In which case, all transfer facilities applicable by company policies will be made available to you.
3. The Company reserves the right to conduct background investigations and/or reference checks on all of its
4. potential employees. Your job offer, therefore, is contingent upon a clearance of such a background investigation and/or reference check, if any.

5. You will be in probation for a period of six months and may be confirmed as a permanent employee upon successful completion of your probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.

6. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us for reasonable cause, at any time with 15 days' notice period or 15 day's salary in lieu thereof. The Company will, however, decide on the treatment and can waive the notice period or accept/pay payment in lieu of notice period or mandate 15day'snotice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.

7. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.

8. During your employment with Pin Click, you will, under no circumstances, work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.

9. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.

Pin Click Property Management Pvt Ltd

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

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

ANNEXURE A

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
Employee Details	**Name**	**Anurag Sunilrao Bele**	
	Designation	**Property Advisor**	
	Department	**Sales**	
	Date of Joining	**12th September 2022**	
	C & B CATEGORY	**INR – Monthly**	**INR – Annual**
A	**Fixed Compensation**		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	5,940	71,280
	Subtotal I / Gross Pay	**23,740**	**2,84,880**
B	Professional tax	200	2,400
	PF Employer	900	10,800
(A-B)	**Net Salary**	**22,640**	**2,71,680**
	Benefits		
C	PF Employee	900	10,800
	Gratuity	360	4,320
	Sub-Total II	**1,260**	**15,120**
Total A + C	**Cost to the Company**	**25,000**	**3,00,000**
	Performance Enhanced Incentives	**15,000***	**1,80,000***

#NOTE: Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement

* The Offer/ Salary Is Subjective to Completion of Training

*Two-wheeler is mandatory with a valid driving license.

*There will be 7 days of training period and an assessment then your payroll will start)

*The above annexure includes 3000 rupees fuel allowances & 500 Rs deduction for mobile bill

Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.

To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.We look forward to the opportunity of working with you at Pin Click

Manik Kinra

Founder & CEO

Pin Click Property Management Pvt Ltd

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

ANNEXURE B

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
Employee Details	Name	Anurag Sunilrao Bele	
	Designation	Property Advisor	
	Department	Sales	
	Date of Joining	12th September 2022	
	C & B CATEGORY	INR - Monthly	INR – Annual
A	**Fixed Compensation**		
	Basic Salary	8,400	1,00,800
	House Rent Allowance	7,000	84,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	7,139	85,668
	SubTotal I / Gross Pay	**26,589**	**3,19,068**
B (A-B)	Professional tax	200	2,400
	PF Employer	1,008	12,096
	Net Salary	**25,381**	**3,04,572**
C	**Benefits**		
	PF Employee	1,008	12,096
	Gratuity	403	4,836
	SubTotal II	**1,411**	**16,932**
Total A + C	**Cost to the Company**	**28,000**	**3,36,000**
	Performance Enhanced Incentives	**15,000***	**1,80,000***

#NOTE: Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement

* The Offer/ Salary Is Subjective to Completion of Training

*Two-wheeler is mandatory with a valid driving license.

*The above annexure includes 3000 rupees fuel allowances & 500 Rs deduction for mobile bill

Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable.

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

We look forward to the opportunity of working with you at Pin Click

ManikKinra

Founder & CEO

Pin Click Property Management Pvt Ltd

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

Benefits Statement

Emp. Name	Umesh Shinde	
First Name		
Date of Joining	6-Jun-22	
Location	Pune	
Designation	Junior Associate- Accounting	
Entity	Michelin India Pvt Ltd	
Annual CTC(INR)	**486,000.00**	**Particulars**
Gratuity	9,351.00	This is statutory benefit under the Payment of Gratuity Act. The same is calculated and paid as per the norms defined under the act.
Group Medi claim Insurance(GMC) & OPD Benefits	16,265.00	-Family (Self + Spouse + 2 Children) Floater policy with coverage of existing illness under Group Health Plan sum insured INR 400,000 /-
Group Term Life Insurance (GTL)	3,808.00	It's a coverage up to 5 times of Annual CTC in the event of Natural or Accidental Death. This cover is for the employee only.
Group Personal Accident Insurance (GPA)	660.00	Accident Insurance covered up to 5 times of Annual CTC within the geographical limit of India for the employee only
Parents Mediclaim Insurance Policy	11,800.00	Voluntary Policy for employees to cover the Parents and Parent in laws under Mediclaim Insurance policy covered up to multiple coverage amount (On choice) maximum up to INR 5 Lakh with Co-pay 20% applied on INR 3 to 5 Lakh.
Employee Assistance Program Coverage (EAP)	900.00	Benefit for employees and dependents to cover them under the Mental Health Wellness Program
Company Tyres	15,000.00	Purchase of Michelin Tyres (2 or 4-Wheeler) only - Entitled for employees who have completed one year of service with the company for first time purchase. - Thereafter, on completion of every in 2 years employee is entitled to get the reimbursement on purchase Michelin tyres, max. amount of total INR 30,000/-
Employee Transportation	18,000.00	- Company Transportation provided on subsidized rate for general and European shifts for employees who wish to avail the service - 100% cost is borne by the company for night shift (American shift)
Canteen	16,560.00	- Meals (Lunch / Dinner) is provided to employees on a subsidized rate.
Diwali Bonus	11,500.00	Benefit to employee on occasion of Diwali who have completed 6 months of service with company.
Telemedicine	660.00	Online app set up facility for all employees and their families to ease medical consultation hassle.
Creche Facility	198,000.00	- Provided to all women employees working with company as per Maternity benefit (Amendment) Act, 2017 with its applicable rules and as amended from time to time. - This benefit is extended to male employees as an Exception based on certain criteria as defined in the policy (based on defined criteria of Michelin sites).
Total Benefits Amount per annum	**302,504.00**	
Marriage Gift	11,000.00	Entitled to all employees confirmed as on date of marriage
Baby Born Gift	5,000.00	Entitled to all employees confirmed as on date of birth of the baby. Employees can avail this benefit for 2 kids
Long Service Award	21,000.00	It's a recognition to employees on of every successful completion of 5 / 10/ 15 years of service
Employee Shareholder Plan		Benefit provided to employees once in two years, where Michelin Shares are launched for employees to purchase at substantially discounted price.

Disclaimer

1) The above-mentioned amounts are subject to change at any point in time.
2) All policies are subject to change at Management discretion

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Dnyaneshwar B. Rao Unawane <placement@mmimert.edu.in>

Fwd: Intent of Offer: Umesh Shinde

1 message

Umesh Shinde <umeshshinde631@gmail.com>
To: placement@mmimert.edu.in

Tue, Aug 2, 2022 at 12:11 PM

---------- Forwarded message ---------
From: **Pooja Bhagwat** <pooja.bhagwat@michelin.com>
Date: Wed, May 4, 2022, 3:32 PM
Subject: Intent of Offer: Umesh Shinde
To: umeshshinde631@gmail.com <umeshshinde631@gmail.com>
Cc: Karan Bakshi <karan.bakshi@michelin.com>, Priyanka Mahindrakar <priyanka.mahindrakar_ext@michelin.com>

I'm an image

Intent of Offer- Umesh Shinde

Dear Umesh

Greetings !

Basis the interview rounds you had with Michelin, please find below the salary breakup we intent to offer you. Kindly go through the same and revert for any clarification required.

Please note that this is not the formal offer letter. We shall share the same post your acceptance on below salary breakup.

- ***Date of joining –6-Jun-22***
- ***Fixed + Variable –INR – 509,134/- PA (INR 486,000/- + INR 23,134/)- (below break up in annexure) (A)***
- ***Location – Pune***
- *****Over & above benefits – INR 302,504 /- (Refer benefit Sheet)***
- ***Total CTC -A+B = INR 811,638 /-***

Remuneration proposal		
candidate name	**Umesh Shinde**	
Position	**Junior Associate- Accounting**	
SALARY & ALLOWANCE		
PARTICULARS	**Monthly (INR)**	**Yearly (INR)**
Basic Salary	16,200	194,400
Flexible Allowances	22,356	268,272
Employers' contribution to Provident Fund	1,944	23,328
Total CTC	**40,500**	**486,000**
CTC in words [per annum]	Rupees Four Lakh EightySix Thousand Only	
Flexible Allowances - Overview*		

House Rent Allowance	30%, 40% or 50% of Basic Salary (30% only in case of car lease program)
Leave Travel Allowance (LTA)	0 to 10% of CTC, subject to a maximum of 1,00,000 per annum
Telephone Expense Reimbursement	0- 36,000 per annum
Professional Development	0 to 10% of CTC, subject to a maximum of 1,50,000 per annum
Running & Maintenance reimbursement and/or Driver reimbursement	Car less than 1600 cc: 21,600 per annum Car greater than 1600 cc: 28,800 per annum Two Wheeler: 10,800 per annum
Car Lease Program	Up-to 30% of CTC, inclusive of: Car Lease rental Fuel/R&M reimbursement: up-to 1,80,000 per annum Driver reimbursement: up-to 1,80,000 per annum
National Pension Scheme (NPS)	0%, 2.5%, 5%, 7.5% or 10% of annual basic salary
Compensatory Allowance	Difference of 'Flexible Allowances' and total value of all the above allowances opted- paid on a monthly basis

* For more details, please refer "Salary Structure & Reimbursement Guidelines"

Annexure - B [other benefits

Category	Component	Value	Remarks
Variable Pay/Bonus	Variable Pay	Upto 5% (depending on the performance) of Fixed Annual Cash (FAC)	Eligibility as per policy
	Festive/Diwali Bonus	INR **10,000** PA	Paid on Diwali (to confirmed employees)
Retirals/Long term Incentives	Gratuity	**4.81%** of Annual Basic Salary	As per 'Payment of Gratuity Act'
	Long Service Award	INR **21,000**	Paid on completion of every five years of service
	Employee Shareholder Plan	Allows employee to own Michelin shares at substantially discounted prices	Launched every two years by the Michelin Group
Insurance Benefit	Group medi-claim Insurance	INR **400,000** – for self and family	Coverage as per policy terms. Does not include parents
	Group Term Life Insurance	**5 times of annual CTC** – for employee	Coverage as per policy terms
	Group Personal Accident Insurance	**5 times of annual CTC** – for employee	Coverage as per policy terms
	Medical insurance for parents at subsidized cost	-	Coverage as per policy terms
Company Tyres	Free Tyres	Free Michelin tyres	Once in two years
	Discounted Tyres	15% discount for a maximum of 20 car/two-wheeler tyres	As per terms of 'Friends & Family' Program, announced each year

Note: All policies are subject to change at Management discretion

logo michelin baseline

Namaste, Thanks & Regards,

Pooja Bhagwat- Recruitment Manager

Email: pooja.bhagwat@michelin.com; **Ph:** +91 9552653592

Michelin India Private Limited

World Trade Center, Tower 4, Floor 5, Survey No. 1

MIDC Knowledge Park, Kharadi - Pune 411014

www.michelin.com

Instagram LinkedIn YouTube

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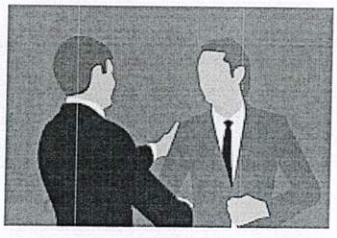
7 attachments



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Private & Confidential

Nov 2, 2022

Sufyan Shaikh
El HOMES Flat no.401
S No 8/1C New Baner Sus Smart City road
Baner, Pune, Maharashtra Pune 411045

Employment Terms

Dear Sufyan Shaikh,

Rocket Software Development India Private Limited ("Rocket" or the "Company") is pleased to inform you that you are hereby offered the position of: Associate Accounts Receivable Specialist , Job level S2 .

You will work in our office in IND Pune , on the following terms:

1. **Compensation**

1.1 Annual Salary

Your total remuneration will be: ₹480375.00 per year ("Salary"). The payment of any amounts by the Company will be subject to deduction of tax at source and other statutory withholdings may be applicable. The detailed break-up of salary is provided in Annexure A hereto. You will also be eligible for the Company's standard benefit program as applicable. The Company shall also reimburse you for any reasonable, documented out-of-pocket business expenses (i.e. business travel and entertainment expenses) incurred by you for the purpose of and in connection with the performance of the duties and responsibilities pursuant to this letter. You shall, however, only be entitled to such reimbursement upon your presentation to the Company of receipts or other statements itemizing and documenting such expenses in reasonable detail and to the satisfaction of the Company and being consistent with the Company's policies.

1.2 Your individual remuneration is strictly confidential and is detailed in Annexure A. It has been determined based on numerous factors such as your job, skills-specific background, and professional merit. This information and any future changes made therein should be treated as personal and confidential.

1.3 Rocket Corporate Bonus

You are eligible to participate in the Rocket Corporate Bonus ("RCB") as set forth in Annexure A. The RCB is an annual bonus program and an important part of your compensation. The RCB is designed to drive "One Rocket" alignment and reward individual achievement. Further details of the program and the plan document will be made available to you upon joining Rocket. Applicable payment will be made in the March payroll each year.

Please note: Rocket reserves the right, in its sole discretions, to amend, change, suspend or terminate the Rocket Corporate Bonus program at any time.

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1.4 Benefits

You will, by default be enrolled in Rocket's Group Medical, Life and Accident Insurance Policies, unless you choose to opt out. All benefits as outlined herein and in Rocket policies are subject to change at the Company's discretion. In addition, you will be eligible for statutory retirement benefit program offerings as mentioned in Annexure A

2. **Annual Leave**

You will be entitled to earned-leave during your course of employment with the Company as per company policy, which may be updated from time-to-time. Such leave will be at a minimum in compliance with local applicable laws.

3. **Probationary Period**

The standard probationary period of six (6) months will apply. Your appointment will be automatically deemed to be confirmed on the last date of the probation period, unless communicated otherwise.

Conditions of Employment

4.1 Normal business hours are from 9:00 a.m. to 6:00 p.m., Monday through Friday, with appropriate breaks. You may be expected to work additional hours as required by the nature of your work assignments.

4.2 The Company may change your position and duties in its sole discretion. You agree that you may be required to travel to any place outside work location (within or outside India) in connection with the performance of your duties. In such case, you will be governed by the policies of that location and role.

4.3 The Company works on a "follow the sun" model to support our customer needs. You hereby consent, should your role require it, to working outside of normal business hours, to support the business requirements of the Company.

4.4 Rocket encourages and fosters a culture of strong performance from its employees. Accordingly, during your service with Rocket, you shall maintain a satisfactory level of performance at all times.

4.5 You agree to utilize Rockets resources, materials and training programs as applicable, and shall ensure that your skills are at all times current and relevant to Rocket's business.

4.6 During your service with the Company, you are expected to devote your whole time and attention to the Company's affairs and refrain from directly or indirectly engaging in any other employment or business in any role or capacity.

4.7 As a condition of employment, you must sign and comply with the Nondisclosure, Noncompetition and Development Agreement in Annexure B which prohibits unauthorized use or disclosure of the Company's proprietary information, among other obligations. You will also be bound by more specific non-disclosure agreements on sensitive issues based on business requirements. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and indemnify the Company against any breach thereof. You hereby agree to abide by all the rules and regulations of the Company and accept the policies and processes of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the rules, regulations or policies and the same shall be binding on you.

4.8 All employees are required to read and comply with the Rocket Code of Conduct and/or Employee Handbook and sign a statement to this effect. Any breach of the guidelines or the terms and conditions contained therein may result in the termination of your services without notice or compensation.

4.9 Rocket provides support to our global customers from various locations in India to suit customer needs on a 24*7 basis. You may be required to operate from any of these locations and in any of the shifts, including night shift as may be decide by the management. You would be eligible to receive a shift allowance as per the shift allowance policy.

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5. Termination of Employment

5.1 You may terminate your employment with the Company at any time and for any reason whatsoever after providing thirty (30) days while on probation and sixty (60) days' thereafter with prior written notice. Likewise, the Company may terminate your employment at any time without 'Cause', after providing thirty (30) days while on probation and sixty (60) days thereafter with prior written notice or by paying salary in lieu thereof. Notwithstanding the above, your employment may be terminated immediately by the Company at any time for 'Cause' without providing any notice or payment in lieu thereof. For this purpose, "Cause" shall be deemed to exist upon the occurrence of one or more of the following events as determined by the Company:

a) A breach of any term of this offer letter, the Nondisclosure, Noncompetition and Development Agreement executed between you and the Company, the Company's employee handbook and/or Rocket Software, Inc.'s rules and policies, Rocket Code of Conduct or any other agreement executed between you and the Company;

b) the commission by you of any act of gross negligence, fraud, embezzlement, theft or the commission of a crime involving moral turpitude (whether involving the Company or otherwise); or

c) the commission of any act(s) so as to bring the Company or its affiliates into disrepute;

d) your being convicted of a criminal offence or of an offence involving moral turpitude;

e) or willful, substantial and continuing neglect or inattention by you of your assigned duties or misconduct or gross negligence by you in connection with the performance of such duties.

6. In the event that you are incapacitated by ill health, accident or any other cause from performing your duties hereunder for a period of 60 (sixty) working days or more (whether consecutive or not) in any continuous period of 12 (twelve) months, the Company may terminate your employment by giving you 1 (one) month's written notice (whether or not you remain incapacitated and unable to perform your duties), provided that you will receive all benefits lawfully due to you as calculated up to the date of termination of employment.

7. If you are absent for a continuous period of 8 days without leave or obtaining your manager's approval, you will be deemed to have voluntarily terminated your service without notice, whereupon Rocket may initiate appropriate action to recover assets or damages for loss arising from your unauthorised absence.

8. Your compliance with the above terms and conditions will be reviewed from time to time and be an integral condition of your continued employment with Rocket.

9. You will retire from the services of the Company upon attaining 58 years. Retirement action will be performed one day prior to the last working day of the retiring month.

10. Upon your resignation or retirement from the Company or termination of your services, you are required to return all assets and property of the Company such as documents, machines, data, files and books etc. (including but not limited to leased properties).

11. Any and all terms and conditions of service may be modified or changed at the Company's discretion.

12. To ensure the rapid and economical resolution of disputes that may arise in connection with your employment with the Company, you and the Company agree that any and all disputes, claims, or causes of action, in law or equity, including but not limited to statutory claims, arising from or relating to the enforcement, breach, performance, or interpretation of this Agreement, your employment with the Company, or the termination of your employment, will be resolved by arbitration in Bengaluru in accordance with the Arbitration and Conciliation Act, 1996 (as amended, replaced and/or supplemented from time to time). This offer letter will be governed by the Laws of India and

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subject to the above, the courts in Bengaluru will have exclusive jurisdiction over any disputes in connection with your employment.

13. **Acceptance and Commencement**

To confirm your acceptance of this offer, you are required to Sign and return the completed offer packet including the offer letter, signed NNDA (Annexure B) and Employee Data Protection Notice and Consent (Annexure C) to People@rocketsoftware.com within three days from receipt of this letter. Please note that if you do not provide your acceptance, you will not be allowed to join on the joining date specified above.

13.1 Your employment will be effective on your joining date, Nov 10, 2022 and may be subject to change.

13.2 To confirm your acceptance of this offer, you are required to Sign and return the completed offer packet including the offer letter, signed NNDA (Annexure B) and Employee Data Protection Notice and Consent (Annexure C) to People@rocketsoftware.com within three days from receipt of this letter. Please note that if you do not provide your acceptance, you will not be allowed to join on the joining date specified above.

13.3 As part of your onboarding, you will need to provide a copy of the following documents on or in advance of your first day:

·PAN card

·Relieving letter from your most recent employer or Service Certificate or Resignation acceptance e- mail with last working day (LWD) confirmation

13.4 For completing your first day formalities, your manager, IT team and People Team will connect with you.

13.5 It is your responsibility to notify the Company of any changes in your personal information within 3 working days. All notices shall be considered duly and properly delivered to the address on file with the Company with a copy to People Team.

14 Your appointment and continued employment at Rocket are conditional upon satisfactory reference and background checks including verification of your application materials, education and employment history. Your employment is also contingent upon your ability to work for the Company without restriction (i.e., you do not have any non-compete obligations or other restrictive clauses with any previous employer). If any information furnished by you in your application for employment or during the selection process is found at any time during your employment to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice or compensation.

15 If any provision of this offer letter is for any reason held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability will not affect any other provision hereof but this offer letter will be construed as if such invalid, illegal or unenforceable provision had never been contained herein and there shall be deemed substituted for such invalid, illegal or unenforceable provision such other provision as will most nearly accomplish the intent of the parties to the extent permitted by applicable law.

16 This offer letter together with the Nondisclosure, Noncompetition and Development Agreement, the Rocket Code of Conduct, Employee Handbook and/or all other Company and/or Rocket Software, Inc. rules and policies, will form the complete and exclusive statement of your employment with the Company and will supersede any other agreements or promises made to you by anyone, whether oral or written.

Changes in your employment terms, other than those changes expressly reserved to the Company's discretion in this letter, require a written modification signed by an officer of the Company.

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Upon execution of this letter, you agree that you will forthwith give notice of termination of employment with the current employer and will take all steps within your power to ensure that you can start by the previously noted joining date.

We look forward to your favorable reply and to a productive and enjoyable work relationship.

Sincerely,

Stijn Udo

Senior Manager, People Operations
For an on Behalf of Rocket Software

UNDERSTOOD AND ACCEPTED BY:

Print Name:	Sufyan Shaikh
Address:	El HOMES Flat no.401 S No 8/1C New Baner Sus Smart City road Baner, Pune, Maharashtra Pune 411045
I anticipate my start date to be	Nov 10, 2022

Annexure B: Nondisclosure, Noncompetition and Development Agreement (must also be signed).

Annexure C: Employee Data Protection Notice (must also be signed).

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ANNEXURE A

ROCKET SOFTWARE DEVELOPMENT INDIA PRIVATE LIMITED

SALARY BREAKUP

NAME :Sufyan Shaikh	EFFECTIVE DATE :Nov 10, 2022	
Annual Salary :	₹ 480375 /-	
Component	Annual (₹)	Monthly (₹)*
Basic	240188.00	20016.00
HRA	120094.00	10008.00
um of Component A	360282.00	30024.00
Flexible Component Plan	79717.00	6643.00
Special Allowance	0.00	0.00
Base Salary	440000.00	36667.00
Employer Contribution to Provident Fund (PF) (12% of Basic)	28823.00	2402.00
Gratuity (4.81% of Basic)	11553.00	963.00
Sum of Component B	40376.00	3365.00
Annual Salary :	480375.00	40031.00
Rocket Corporate Bonus Target Amount (% of Base Salary)	22000.00 /- (5.00% of Base Salary)	

* The figures are rounded off to the nearest rupee.
** Flexible Component Plan. You can plan taxes by submitting an investment plan after joining.
*** HRA as per income tax provisions for Metro and Non-Metro cities
+ May be subject to change.

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ANNEXURE B

NONDISCLOSURE, NONCOMPETITION AND DEVELOPMENT AGREEMENT

This nondisclosure, noncompetition and development agreement ("Agreement") is made and entered into on Nov 2, 2022.

BETWEEN:

I, Sufyan Shaikh , residing at El HOMES Flat no.401 , S No 8/1C New Baner Sus Smart City road , Baner, Pune, Maharashtra , Pune , 411045

(hereinafter referred to as the "Employee", which expression, unless it be repugnant to the context or meaning thereof, be deemed to include his/her heirs, executors, administrators and permitted assigns).

AND

)CKET SOFTWARE DEVELOPMENT INDIA PRIVATE LIMITED, a company incorporated under the Companies Act, 2013 and having its registered office at 4th Floor, Karle Town Centre, Special Economic Zone, Nagavara Village, North West, Bay HUB 1, Building of SEZ Towers, North Taluk, Bengaluru, Karnataka - 560045.

(hereinafter referred to as the "Company", which expression will, unless repugnant to the context or meaning thereof, be deemed to include its successors and assigns). For good and valuable consideration, including, but not limited to, the Employee's employment with the Company, it is hereby agreed between the Employee and the Company as follows:

1. The Employee acknowledges that, in order for the Employee to perform the duties and responsibilities assigned by the Company, the Company must entrust the Employee with certain trade secrets and confidential information including, without limitation, the trade secrets and confidential information of its affiliates, the Company's and/or its affiliates' research and development plans; their activities and intellectual property, including, without limitation, all know-how, inventions, mask works, concepts, ideas, processes, formulae, software, software features, source codes, object codes, data, programs, other works of authorship, know-how, discoveries, developments, designs, techniques, compilations, information regarding plans for research, development and new products; their strategic plans, marketing, selling and business plans and strategies, budgets, licenses, price lists and costs, prospective or current suppliers' and customers' lists; financial, business, economic, technical, personnel, operational, commercial, management, planning and other information, data, material and expertise of whatever kind of the Company and its affiliates or of any business contact, supplier, customer of the Company or its affiliates to whom the Company or its affiliates owe a duty of confidentiality; all personal information of the stakeholders, directors, officers, personnel, customers, clients, representatives and agents of the Company and its affiliates; and all other confidential and/or proprietary information concerning the Company and its Affiliates, information deemed to be confidential by the Company which is disclosed to or accessed by the Employee by virtue of his/her employment with the Company on, before or after the date of countersigning this Agreement, and any other information which the Employee ought to know to be confidential or proprietary to the Company (collectively referred to as the "Confidential Information").

2. The Employee will not at any time, whether during or after his/her employment with the Company, use or disclose any of the Confidential Information, except as may be required in the ordinary course of his/her duties for the Company or as expressly permitted by the Company. Further, except as specifically permitted by the Company in writing, the Employee will not at any time, whether during or after his/her employment with the Company, use or disclose any third party's trade secrets or confidential information that the Company is under an obligation to keep confidential. Upon termination of the employment of the Employee, the Employee will promptly deliver to the Company all property of the Company, including, without limitation, all items constituting or reflecting the Confidential Information and will not use, make, distribute, or retain any copies thereof.

3.

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The Employee agrees that any invention, discovery, development, improvement, procedure, writing, work, or trade secret (collectively referred to as "Developments") that relates to any aspect of the business of the Company or which results from any work performed on the premises of the Company or by use of the Company's facilities, equipment or services, whether or not patentable or registrable under copyright or similar statutes in India or any other country, and which is made or discovered by the Employee individually or jointly with any other person(s) during the term of the Employee's employment with the Company, shall promptly be disclosed to the Company and shall immediately become the sole property of the Company. The Company, as the entity for which the Development is made, shall own all right, title, and interest in and to the Development, including the entire copyright in the Development. The Employee hereby assigns to the Company sole ownership of all right, title, and interest in and to any and all Developments, including ownership of the entire copyright in the Developments, made or conceived or reduced to practice or learned by the Employee, either alone or jointly with others, during the term of his/her employment with the Company or while working on or assigned to any project commissioned by the Company. The Employee further agrees to maintain adequate, current written records of any such Development in the form of notes, sketches, drawings, memoranda, or other written evidence, which records will be and remain the sole property of the Company.

The Employee recognizes and acknowledges the competitive value and confidential nature of the Confidential Information and the damage that could result to the Company if the Confidential Information is disclosed to any third party. The Employee also recognizes and acknowledges that the Confidential Information is and/or will be provided to the Employee in reliance upon him/her accepting the terms of this Agreement.

5. In consideration of the Confidential Information being made available, the Employee hereby undertakes that he/she will not, without the prior written consent of the Company, disclose any Confidential Information to any third party nor use any Confidential Information for any purpose other than in connection with the performance of his/her duties as previously authorised by the Company.

6. The restrictions on use and disclosure of the Confidential Information herein will apply whether or not the Employee is employed by the Company and/or has returned or destroyed any of the Confidential Information. However, these restrictions will not apply to any Confidential Information which:

a. at the date of its disclosure is public knowledge or which subsequently becomes public knowledge other than by any breach of this Agreement or by any act or failure to act on the part of the Employee;

b. is already known to the Employee (as evidenced by written records) on the date hereof and was not acquired directly or indirectly from the Company;

c. is required to be disclosed by applicable law or under an order of a court of competent jurisdiction, government department, agency or supervisory or regulatory authority to whose jurisdiction the Employee is subject, in which case, prior to such disclosure, the Employee will:
   i. immediately notify the Company of the existence, terms and circumstances surrounding such requirement of disclosure,
   ii. consult the Company as to the proposed form, nature and purpose of the disclosure, and
   iii. co-operate with the Company on the taking of any legally available steps to resist or narrow the scope of the requested disclosure that the Company may consider appropriate.

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7. The Employee further undertakes:

a. to give notice to the Company of any unauthorised use or disclosure of the Confidential Information;

b. not to make, permit or solicit any announcement (including any statements to the press or press releases, whether oral or written or articles for publication), communication or disclosure concerning the Company, its business, affiliate companies or the services rendered by the Employee, without the prior written consent of the Company;

c. not to copy or reproduce, in whole or in part, the Confidential Information without the prior written consent of the Company;

d. forthwith upon the Company's request to return within ten days, all the Confidential Information (including all copies thereof) and destroy all analyses, memoranda or notes derived therefrom including any other written material relating to, derived from or reflecting the Confidential Information and expunge all Confidential Information from any computer, word processor or other device into which it was copied or programmed, without retaining any copies thereof and upon request of the Company, certify in writing that the Employee has complied with the obligations set forth in this paragraph;

e. to certify in writing, on written demand, that the Employee has complied with all its obligations under this Agreement; and

f. not to discuss, initiate or enter into any negotiations, agreement or arrangement in connection with the subject matter of this Agreement, whether oral, in writing or any other form with any person other than the Company.

8. The Employee acknowledges and confirms that notwithstanding the disclosure of any Confidential Information to the Employee, the Company shall retain title and all intellectual property and proprietary rights in the Confidential Information and the Confidential Information shall remain the property of the Company and no right or other license to the Confidential Information is granted or created hereby in favour of the Employee.

9. The Employee agrees that, during and subsequent to his/her employment with the Company, whenever requested to do so by the Company and at the expense of the Company, the Employee will apply or join with the Company in applying for patents, trademarks, copyrights, letters patent, and other means for the protection of proprietary rights with respect to any Development and in this regard, the Employee will execute, verify and deliver such documents (including assignments of such proprietary rights to the Company or its designee) and perform such other acts (including appear as a witness) as the Company may reasonably request for use in applying for, obtaining, perfecting, evidencing, sustaining and enforcing such proprietary rights for the Company or its designee. The Employee's obligation to assist the Company in relation to the Developments in any and all countries in accordance with this Paragraph 9 will continue beyond the termination of his/her employment with the Company. The Employee will, further, cooperate and assist in any litigation commenced by the Company against third parties with respect to the same. The Employee hereby waives and quitclaims to the Company any and all claims, of any nature whatsoever, which the Employee may now or hereafter have for infringement of any proprietary rights assigned hereunder to the Company.

10. In the event the Company is unable, after reasonable effort, to secure the signature of the Employee on any document needed in connection with the actions specified in Paragraph 9, the Employee hereby irrevocably designates and appoints the Company as his/her agent and attorney-in-fact, to act for and on his/her behalf and stead, to execute, verify and file any such applications and documents, and to do all other lawfully permitted acts to further the purposes of Paragraph 9 with the same legal force and effect as if it were executed by the Employee.

11. The Employee hereby represents that all inventions, discoveries, developments, improvements, procedures, writings, works, trade secrets or other intellectual property rights (collectively, "Prior Developments") to which the Employee claims ownership as of the date of this Agreement and which are being excluded from this Agreement are listed in Exhibit A attached hereto. If no Prior Developments are listed in Exhibit A, the Employee represents that there are no such Prior Developments on the date of this Agreement.

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Pune, Maharashtra 411006
+91 020 40111102
CIN: U72200KA2017FTC102998

12. During the Employee's employment with the Company and for a period of one year after the termination of such employment, the Employee will not directly or indirectly contact any individual or entity that was an actual or prospective customer of the Company during the Employee's employment with the Company for the purpose of soliciting from such individual or entity any business or work that would compete with any of the Company's existing or planned technologies, products, or services.

13. During the Employee's employment with the Company and for a period of one year after the termination of his/her employment, the Employee will not directly or indirectly seek to persuade or encourage any employee of the Company to discontinue employment with the Company or to become employed in any business in competition with the Company.

14. The Employee agrees to treat all software, technical data and information provided by the Company as proprietary and confidential information of the Company. The Employee agrees not to use the software, technical data, and information in any manner prohibited by law. The Employee agrees that he/she will not export or transfer, or allow access to or use of the software, technical data, and Confidential Information without authorization from the Company.

15. Any breach of this Agreement by the Employee will cause irreparable damage to the Company and that in the event of such breach, the Company shall have, in addition to any and all remedies of law (including the right to monetary damages), the right to an injunction, specific performance, or other equitable relief to prevent any threatened or actual breach of the provisions hereof. It is hereby clarified that such remedies will not be deemed to be exclusive remedies for a breach of this Agreement by the Employee but be in addition to and without prejudice to all other remedies available at law or equity.

16. The Employee understands that this Agreement does not create an employment obligation on the Company or any other person or entity at any time in respect of the Employee.

17. The Employee represents that his/her performance of all of the terms of this Agreement will not breach any agreement to keep in confidence any proprietary information acquired by the Employee prior to his/her employment with the Company and that the Employee has not entered into, and agrees not to enter into, any written or oral agreement that is in conflict with the terms and conditions of this Agreement.

18. The Employee agrees that in the event any one or more of the provisions contained in this Agreement shall be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision of this Agreement, and that this Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein. The Employee and the Company, however, agree to negotiate in good faith to replace such invalid, illegal or unenforceable provision by a valid, legal and enforceable provision as similar in terms and effect to such invalid, illegal or unenforceable provision as may be possible. The Company and the Employee agree that the duration and scope of the provisions herein are reasonable. In the event that any court of competent jurisdiction determines that the duration or the geographic scope, or both, are unreasonable and that such provision is to that extent unenforceable, the Company and the Employee agree that the provision will remain in full force and effect for the greatest time period and in the greatest area that would not render it unenforceable.

19. The Employee's obligations under this Agreement shall survive the termination of his/her employment and any changes to the terms and conditions of his/her employment, including, without limitation, changes in responsibility or remuneration.

20. For purposes of this Agreement, the term, the "Company," shall include Rocket Software, Inc., and any of its subsidiaries, subdivisions, or affiliated companies. The Company shall have the right to assign this Agreement in its entirety to its successors and assigns (and its rights in part to any purchaser of any of its technologies, products, or

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services, to the extent relevant to such technologies, products, or services), and all covenants and agreements hereunder shall inure to the benefit of and be enforceable by said successors, assigns, or purchasers.

21. No waiver by the Company of any breach of this Agreement will be a waiver of any preceding or succeeding breach. No waiver by the Company of any right under this Agreement will be construed as a waiver of any other right. The Company will not be required to give notice to enforce any of the provisions of this Agreement.

22. This Agreement constitutes the entire understanding of the parties with respect to its subject matter and it supersedes any and all prior communications, agreements, and understandings with respect thereto. No waiver, rescission, alteration, or modification of any of the provisions of this Agreement shall be valid unless made in writing and signed by the parties.

23. This Agreement shall be governed by and construed in accordance with the laws of India. Subject to Paragraph 25, the courts of Bengaluru will have exclusive jurisdiction to settle any dispute that may arise in relation to the interpretation and performance of this Agreement.

24. The Employee represents that he/she has had a reasonable and sufficient period to study, understand, and consider this Agreement and that the Employee has read and understood all of its terms and conditions. The Employee is entering into this Agreement knowingly and voluntarily, and in so doing, he/she is not relying on any statements or representations by the Company or its agents.

25. The Employee and the Company agree to negotiate in good faith to resolve any dispute arising between them regarding this Agreement. In the case of failure by the Employee and the Company to resolve the dispute in the manner set out above within 15 days from the date when the dispute arose, the dispute will be referred to arbitration before a panel of three arbitrators with the Company and the Employee appointing one arbitrator each and the arbitrators so appointed nominating a third presiding arbitrator. The arbitration proceedings will be governed by the Arbitration and Conciliation Act, 1996 (as amended or replaced from time to time). The place of arbitration will be Bengaluru. The arbitration proceedings will be conducted in English. The arbitral panel will also decide on the costs of the arbitration proceedings.

26. The Employee hereby agrees to indemnify, defend and hold harmless the Company from and against any losses, costs, expenses, damages of whatsoever nature which may be incurred or suffered by the Company which arises out of or as a result from any breach of the Employee's obligations contained herein.

27. This Agreement will be binding upon the heirs, executors, administrators and other legal representatives of the Employee and will be for the benefit of the Company, its successors and assigns. Neither this Agreement nor any of the rights, interests or obligations hereunder may be assigned by the Employee to any third party.

28. The provisions of this Agreement will survive the termination of this Agreement and the assignment of this Agreement by the Company to any successor in interest or assignee.

IN WITNESS WHEREOF, the undersigned has executed this Agreement as a sealed instrument as of the Nov 2, 2022

Rocket Software Development
India Private Limited
Floor 3, Tower D, Tech Park One
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Pune, Maharashtra 411006
+91 020 40111102
CIN: U72200KA2017FTC102998

ACCEPTED BY:

Name: Sufyan Shaikh

Address: El HOMES Flat no.401

S No 8/1C New Baner Sus Smart City road
Baner, Pune, Maharashtra Pune 411045

ACCEPTED BY:
ROCKET SOFTWARE DEVELOPMENT INDIA PRIVATE LIMITED

By: (Authorised Signatory)
Title: Senior Manager, People Operations

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ANNEXURE C
EMPLOYEE DATA PROTECTION NOTICE

I. INTRODUCTION

This employee data protection notice ('Notice') forms an integral part of the employment arrangement between Employee and Rocket Software ('Company').

The Company acting as a data controller, collects, processes and uses individually identifiable information about its (former) employees, agents, contractors and consultants subject to the following.

The purpose of this Notice is to inform the Employee about the processing and transfer of his/her personal data ("Employee Data") within and outside the Company/Rocket Software and is without prejudice to applicable local data protection laws which prevail. This Notice describes how and for what purposes data relating to the Employee will be processed in the context of the Company and its affiliates.

PURPOSES OF PROCESSING EMPLOYEE DATA

The Company collects, processes and uses Employee Data for the following purposes:
-management of the employment, service, work relationship;
-headcount reporting and workforce planning;
-position management and succession planning;
-compensation and planning;
-payroll processing (including the management of salaries, fees, expenses, taxes and social securities and required notifications to governmental authorities and the like);
-calculation of (sales) bonus;
-compensation and benefits analysis, administration and planning;
-professional travel and expense administration;
-employee development and training;
-(global) employee mobility;
-employee discipline;
-IT-systems management, support and services;
-organizational management and facilitating (global) communications, cooperation and teamwork;
-corporate planning;
-performance management, talent management;
-absence management;
-legal and regulatory compliance;
-finance cost allocation and accounting; and
-protecting the security of employees as well as the company systems and premises; monitoring and enforcing compliance with legal and regulatory requirements as well as the company's policies and procedures, enforcing legal claims.

III. CATEGORIES OF PERSONAL DATA

The following categories of Employee Data will be processed by the Company, for the purposes stipulated in this Notice: personal identification data (such as first name, initials, surname, titles, citizenship, (copy of) passport/ national identity card, work/residence authorization documentation (visas, permits and the like), fiscal and/or social security data, social security or equivalent number (for payroll purposes)); personal features (such as gender, birth date and place, marital status), contact details (such as address, telephone numbers, e-mail address, both home and work, languages of communication); electronic identification details (such as IP-address, cookies); emergency contact details (person and contact information to be contacted in case of an emergency); job organizational data (such as employee/Staff ID, job title/position, work location, work address, e-mail address and telephone number, reporting channels (including employee manager, date in management, organization code, department code, position level, URL); job change data (such as job date, job change reason, date in status);

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financial data (such as hourly rate, monthly rate, annual rate, number of payments, base amount, pay scale, change date, change percentage, financial and bank account details, transport documents (for the reimbursement of transportation costs)); education and work history data (such as education history and professional qualifications, training courses, diplomas, work experience history, previous and current assignments, tasks and responsibilities); contract data (such as contract type, hire/start date, probation date, termination date, reason for termination, number of working hours);Compensation information (such as pay scale) ,information regarding raises and salary adjustments, salary/fee amount, business expenses, currency, number of payments per year); bonus and incentive information (such as details of applicable bonus and incentive plans, stock options plans); benefits information (such as contributions to health insurance, pension contributions (including number and identity of children and spouse's name); performance data (such as performance reviews, evaluations, appraisals, references, assessments and ratings), succession and promotion management data (such as assignment, ranking training and assessment); talent management information (such as talent grading for potential management positions, personnel goals, mobility preferences, career goals, personal development); recruitment information for intra-group job applications; disciplinary data including information collected in the frame of internal reporting procedures or investigations; building security data (such as card reader information, including employee name, Employee ID, position, company location and company access and entry data and photo where permitted by applicable law) and IT and other assets data (such as passwords, system IDs, access rights, as well as use of assets, facilities, properties and systems, notably computer and telecommunication systems, including, to the extent not prohibited by applicable laws, the logs and contents generated by such use as well as any data, files, documents or communications, whether electronic or not, created, sent, received, accessed or stored by the Employee in such capacity); as well as, as the case may arise, the history of all those data as of the date of entry. Employee Data may also include sensitive information such as health-related data, background checks data (such as criminal records, qualification, and reference checks), and race-related data (which may be apparent from processing the Applicant's picture if provided by the Applicant); all to the extent permitted under applicable law.

IV. **DISCLOSURE AND INTERNATIONAL TRANSFER OF APPLICANT DATA**

As the Company is part of an international group of companies ("Rocket Software"), operating around the globe, the Company may share the Employee Data within Rocket Software, in addition to other parties as described below, as permitted under applicable data protection law.

a) Transfers to Rocket Software, Inc.: Since managerial and People Team responsibility for the employees of the Company and its operations (partially) rests with Rocket Software, Inc. in the U.S., the Company may transfer Employee Data to Rocket Software, Inc. (acting as a data controller) for the purposes above to the extent that these activities are not handled locally only.

Only a limited number of restricted individuals within the People Team, legal, finance and information technology departments, as well as certain managers (i.e., only persons with assigned responsibility or managerial responsibility for the Employee or groups of Employees) of the Company and Rocket Software Inc. will receive access to the Employee Data, on a need to know basis.

b) Transfer to third party service providers: The Company and Rocket Software, Inc. may contract with third party service providers as part of their normal business operations in connection with finance, accounting or other administrative functions (e.g., People Team and payroll-related tasks), information technology support (e.g., software maintenance and data hosting), legal or compliance investigations, and People Team support (e.g., benefits, training). The Company and Rocket Software, Inc. will diligently choose such third-party service providers and ensure that such third party service providers adopt adequate technical and organizational security measures to safeguard the Employee Data, and use the Employee Data only as per their instructions and for no other purpose.

The Employee Data may be hosted on servers currently operated by one or more service providers in the U.S or elsewhere. The service provider's employees will have access to the Employee Data for the purposes of user and system administration support or if involved in a project with the Company/Rocket Software, Inc. The service

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provider will act as a processor on behalf of the Company and Rocket Software, Inc., per their instructions and for no other purpose.

c) Transfer to other third parties: For the purposes listed under II above, Company and Rocket Software, Inc. may also need to make the Employee Data available to affiliated entities and branches of Rocket Software; advisors; attorneys; accountants; auditors; banks; insurance companies; travel agencies; payroll administrators; other external data processors; potential or existing investors and acquirers; administrative authorities, courts, law enforcement and/or regulatory authorities, arbitrators, experts, adverse parties and/or their advisors.

When appropriate and required under applicable data protection laws, Company and Rocket Software, Inc. will require via contractual measures or otherwise, that such data recipients maintain adequate technical and organizational security measures, which shall in no circumstances be lesser than the level of data protection that is adhered to by the Company under applicable laws in India, to ensure that transfers of Employee Data benefit from an adequate level of data protection.

V. SECURITY AND RECORDS RETENTION

The Company and Rocket Software, Inc. will maintain appropriate technical and organizational security measures to protect against unauthorized or unlawful processing of Employee Data and/or against accidental loss, alteration, disclosure or access, or accidental or unlawful destruction of or damage to Employee Data. Employee Data will not be kept for longer than necessary for the purposes for which they were collected, unless Employee Data must be retained longer for the fulfilment of a statutory obligation, in accordance with applicable law.

VI. DATA PROTECTION RIGHTS

The Employee may exercise his/her rights under applicable data protection laws (e.g. - if applicable - the right to request to be informed as to whether their Employee Data are being processed by the Company and Rocket Software, Inc. and to request that their Employee Data be rectified, supplemented, blocked or deleted, in the event that their Employee Data is factually inaccurate, incomplete or irrelevant to the purpose(s) stipulated in this Notice). The Employee may also lodge complaints in the event of any discrepancies or grievances; such complaints will be addressed within a period of 1 (one) month from the receipt of such written complaint. To exercise such rights, lodge complaints or in case of questions about this Notice, the Employee may contact the Company via e-mail People@RocketSoftware.com

VII. INFORMATION ABOUT DEPENDENTS

If the Employee provides the Company or Rocket Software, Inc. with personal data about his/her dependents and/or related persons (e.g. for benefits administration and/or emergency contact purposes), it is the Employee's responsibility to inform such individuals about the processing of their data by the Company and/or Rocket Software, Inc. for the purposes and in the manner described in this Notice, about their rights of access, rectification and deletion in accordance with applicable law, as well as to obtain their consent, where necessary, to the processing of their personal data as set out in this Notice.

VIII. EMPLOYEE CONSENT

The Employee hereby consents to the Company and Rocket Software, Inc. processing (including the collection, use, disclosure and transfer) of his/her Employee Data (including sensitive data) as described above.

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ACCEPTED BY:

Name: Sufyan Shaikh

Address: El HOMES Flat no.401

S No 8/1C New Baner Sus Smart City road
Baner, Pune, Maharashtra Pune 411045

ACCEPTED BY:
ROCKET SOFTWARE DEVELOPMENT INDIA PRIVATE LIMITED

By: (Authorised Signatory)
Title: Senior Manager, People Operations

INVESTO XPERT
Redefining Realty

Confidential

Date: 22nd Sept, 2022

Mr. Gaurav Dose,
Address: Vidyut Nagar,
Malkapur, Dist. Buldana.

LETTER OF INTENT

This is with reference to the interview held with you; we are pleased to issue you the letter of Intent with InvestoXpert, the details of which are as under:

Position	:	Relationship Manager-Trainee
Department	:	Sales
Date of Joining	:	28th Sept, 2022
Location	:	Pune
Reporting To	:	Branch Head

This offer letter is subject to the following conditions:

1. Certificates of qualification.
2. Four passport size photographs.
3. Copy of your Address proof and PAN card.
4. Medical fitness certificate by MBBS doctor.
5. Copies of all educational documents.
6. Copies of Previous Employment.
7. Last 3 months salary slip.

In the event if any of the above conditions being found unsatisfactory as per the company policy, the company reserves the right to revoke this offer of appointment, without assigning any reason what so ever. As part of the joining formalities you will have to sign an agreement of service rules and conditions of employment with us and you will be governed by the same joining post.

We request you to put your signatures on the duplicate copy of this letter as token of your acceptance and become a part of InvestoXpert Family. A separate standard appointment letter along with salary annexure will be issued to you on the day of your joining.

We look forward to welcome you aboard.

For InvestoXpert Pvt. Ltd.

HR Department

Accepted & Agreed

Signature & date

INVESTO XPERT
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Salary Breakup				
Description	Yearly		Monthly	
	Earnings	Deductions	Earnings	Deductions
Basic	1,92,000.00		16,000.00	
HRA	96,000.00		8,000.00	
Conveyance	7,200.00		600.00	
Special Allowance	14,800.00		1,233.33	
Retention Bonus		50,000.00	-	4,166.67
*Incentive			-	-
Indicative Incentive		1,20,000.00	-	10,000.00
CTC		**4,80,000.00**		**40,000.00**
Gross		**4,80,000.00**		**40,000.00**
Net		**3,10,000.00**		**25,833.33**

Note:
There is no limit of performance based incentive earning. The above mentioned incentive is an indicative incentive.

INVESTO XPERT
Redefining Realty

OFFER LETTER

To **Date: 28th Sep'2022.**

Mr. Shivkiran Shankarrao Sakhare,
Address: Mu Post Pimpalgao ku ta Biloli,
Pimpalgaon Korka, Nanded, Maharashtra- 431711

Dear Shivkiran,

Congratulations! With reference to you are subsequent interview with us for a career in our organization; we are pleased to inform you that you have been selected for employment in our organization (Investoxpert Advisors Pvt. Ltd.) **as "Relationship Manager-Trainee"**

1. Your employment will commence from the date of your joining i.e **28th Sep'2022.**
2. Your stipend is **20,000/-**for three months from the date of Joining & after three month your package would be revised according to the salary annexure shared at the time of interview process and your performance during training period.
3. The detailed terms & conditions are enclosed here with in Annexure.
4. Your reporting manager will be **"AVP-Sales"**

Terms of Employment

1. You will be on probation for three months of your employment, till such time you shall be on probation on the terms and conditions applicable to the initial probationary period as mentioned in this letter. During the period of probation your services are liable to be terminated at any time without notice or without assigning any reason or payment of compensation in lieu thereof.

2. After confirmation, your employment can be terminated by giving one month's notice in writing or one month's salary in lieu thereof by either side. In case you leave your employment without giving notice in the said manner, the management shall have the right to deduct one month's salary or an amount equal to the number of days the notice falls short of from any amount that may be due to you or shall recover such amount in the manner it deems fit.

3. Your appointment and its continuance in the organization is subject to you remaining medically (physically and mentally) fit. Further, you shall appear before the Medical Officer of the company or any Medical Practitioner nominated for the purpose by the company and shall undergo such Medical Examination as required. If you are found medically unfit, your services are liable to be terminated. Also, failure to comply with such instruction shall tantamount to gross misconduct entailing dismissal from services.

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4. Your services are liable to be terminated without any notice if any information tendered by you in your application for employment on the basis of which this offer is made is found to be false misleading or certain facts are found to have been omitted or exaggerated in it.

5. Continued absence from duty for 7 days without express permission in writing of the management or overstay of sanctioned leave for 7 days shall tantamount to voluntary abandonment of service and your name will be struck off from the rolls of the company without any notice to you.

6. You may avail leave due to you with the prior sanction of the management. Even in case of leave on medical grounds you will have to inform the management within 24 hours. Your application for medical leave should be duly supported by a medical certificate granted by Medical Officer, if you are covered under the scheme, and you will be allowed to resume duty on the expiry of the medical leave on production of a proper fitness certificate.

7. You shall not resort to strike or adopt go slow tactics without giving prior, proper and requisite notice to the management. In the event of your resorting to go slow tactics, your wages shall be liable to be deducted to the extent of the shortage in the normal work besides rendering you liable for disciplinary action in accordance with law.

8. You, as & when required, shall be required to undertake such training for such period as may be decided by the company from time to time.

9. Your place of posting initially shall be at our Head Office in Pune (Maharashtra), but you are liable to be transferred from one office to another or any other location in which the company has any interest whatsoever, in the exigencies of the service / work.

10. Being a whole-time member of the Company, you shall not engage yourself outside in any other job / assignment / work in any manner. In case, it is found contrary to this condition, you are liable to be terminated forthwith.

11. You shall maintain secrecy about the company's business and shall not divulge any secrets to the prejudice of the Company's business & goodwill.

12. The Company shall have the right to dismiss or discharge or terminate without any compensation whatsoever, should you be considered guilty of breach of service agreement, insobriety, dishonesty, and neglect of duty or conduct detrimental to the interest of the company.

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13. This appointment is being made on the basis of various factual and documentary information about your qualifications, last salary drawn, experience and references as stated in your application / Curriculum Vitae. Dismissal from the company's employment if at any time we find that the information given to us is false or incorrect.

14. On termination & resignation of your services, you have to return all assets / belongings of the company in your possession.

ANNEXURE

i. Monthly target would be (5X Revenue of your monthly salary).

ii. **Performance Incentive:** In the course of your employment, you may be eligible for a variable component in the form of incentive payments made to you in consideration of the successful closure of a transaction involving the purchase and sale of a property. In such an event, the incentive would be paid to you only if you are an existing employee at the time of disbursement and at the time when the brokerage of the said unit has been received from the developer.

iii. **Performance Improvement Plan (PIP) &Performance-Pay:** -Organization has performance benchmarks for the sales employees; you will be informed and communicated on your sales targets and performance benchmarks at the time of joining. In case you do not achieve your sales targets and deliver below expectations on performance benchmarks, management reserves the right to activate the "Performance Improvement Plan" (PIP) for a specified period. During PIP period, you will get extra support from your manager to deliver the expected performance benchmarks. During PIP period your entire fixed pay will be automatically converted into "Performance-Pay". You will be entitled to salary only in case of successfully achieving the performance benchmarks. You will have right to accept and Decline the PIP, in case of decline, your services will be terminated with immediate effect on account of non-performance and your will be relieved from services without any notice or notice pay in lieu.

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For InvestoXpert Advisors Pvt. Ltd.

INVESTOXPERT ADVISORS PVT. LTD.

HUMAN RESOURCE DEPARTMENT

DECLARATION

I have carefully read and understood the above terms and conditions contained in this Offer Letter and also conditions of service and Service Rules of the company. The above terms and conditions of service rules have also been read out and explained to me and I confirm having accepted the appointment on the above terms and conditions without any reservations and have received the original copy of the Offer letter. & Sign, the duplicate copy of this Offer letter as a token of your acceptance of the above terms and conditions. I joined the duties of the company w.e.f. **28th Sep'2022.**

Date: 28th Sep'2022.
Place: Pune

Signature of Employee

(Shivkiran Shankarrao Sakhare)

INVESTO XPERT
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Salary Breakup				
Description	Yearly		Monthly	
	Earnings	Deductions	Earnings	Deductions
Basic	1,92,000.00		16,000.00	
HRA	96,000.00		8,000.00	
Conveyance	7,200.00		600.00	
Special Allowance	14,800.00		1,233.33	
Retention Bonus		50,000.00	-	4,166.67
*Incentive			-	-
Indicative Incentive		1,20,000.00	-	10,000.00
CTC		**4,80,000.00**		**40,000.00**
Gross		**4,80,000.00**		**40,000.00**
Net		**3,10,000.00**		**25,833.33**

Note:
There is no limit of performance based incentive earning. The above mentioned incentive is an indicative incentive.

NOBROKER

PRIVATE & CONFIDENTIAL

OFFER LETTER

10th August 2021

Dear Tejas Rajendra Bagul,

NoBroker is a real estate portal which eliminates brokers from the real estate transactions and currently deals with residential rental niche with plans of expanding to other niches in real estate and businesses which involves middlemen transactions.

As we continue to grow, we are looking for likeminded people who can join our team and follow the leadership and be part of our culture of innovation

Further to our discussion, we are pleased to invite you to join our team as an **"Account Manager"** based out of **Pune**.

Your scope of responsibilities will be as briefed to you during your conversation with our team and in addition to that all other duties assigned to you by your Manager. In accepting this offer of employment, you will be required to perform all duties assigned to you with due care and diligence and in compliance with company norms. You are expected to devote all your time and effort in performing assigned duties during the business hours and reasonable additional hours as it may be necessary for business

COMPENSATION & BENEFITS

You are entitled to a compensation of INR **4,66,390/-** per annum.

The details of your compensation structure and other benefits are outlined in Annexure.

The compensation shall be subject to taxes and the Company may withhold therefrom any amounts as are required to be withheld pursuant to applicable Law.

POLICIES AND PROCEDURES

You are required to comply with all NoBroker policies and procedures as they may be amended or added to from time to time.

LEAVE

You will be entitled to 7 days of sick leave per annum and 15 days of vacation leave per annum. For medical leave, any leave more than 3 days would require doctor's certificate. Vacation leave can be carry forwarded to maximum of 15 days.

OTHER ENGAGEMENTS

You are not allowed to work either full time, part time or in advisory, consultant, associate or any other role with any company, organization or any kind of freelance work till the time you are employed with the Company. You need to take specific approval in writing from your manager before being associated or contributing to any forums, groups, projects or non-profit seeking bodies.

NOBROKER

PRIVATE & CONFIDENTIAL

TERMINATION

Your employment may be terminated by the Company giving one (1) months' notice or one (1) month's pay in lieu of notice. In case the employee resigns/ give notice for termination of employment, he/she shall give two (2) months' notice or two (2) month's pay in lieu of notice to the Company. Further, the Company at their sole discretion may relieve the employee before expiry of the notice period without any financial liability or commitment to allow them to continue in service till the end of notice period. Your probation period will be Six (6) month from the date of joining. During the probation period, the Company may terminate your employment by giving seven (7) days' notice or salary in lieu of such notice or Employee can terminate by giving one (1) months' notice or salary in lieu of such notice.

The company may terminate your employment without notice/ without pay in lieu of notice if you willfully disobey a lawful and reasonable instruction or direction, commit an act of misconduct, including but not limited to, fraud or dishonesty, or are habitually negligent in your duties.

RETURN OF COMPANY PROPERTY

On termination of your employment, for any reason, you must immediately return to company all company property and all documents and items relating to the company's business. This includes, but is not limited to, any car, equipment, papers, keys, reports, computers, information and programs, records and documents and other information in whatever form, relating in any way to company. Company is entitled to deduct or set off any amount owing to you on termination for the value of any property not returned, or amounts owing to company.

Any damage/loss/theft to company property issues to you, not limiting to laptop will have to borne by employee subjected to review by management.

NON-COMPETE & NON-SOLICITATION OBLIGATIONS

A. The Employee acknowledges that he/she, during his/her employment with the Group may obtain access to Confidential Information and have dealings with the customers and suppliers of the Group. The Employee acknowledges the breadth of the covenants under this Clause, and acknowledges that he/she has various other skill sets which, if deployed by him/her after he/she ceases to be an employee of or ceases to be associated with the Group would be sufficient to be gainfully employed without having to compete with the Group. The Employee undertakes that he/she shall not, during the Non-Compete Period anywhere in the world, either jointly or severally, directly or indirectly, and whether as an individual, investor, promoter, proprietor, shareholder, joint venture partner, collaborator, consultant, advisor, principal contractor or sub-contractor, director, trustee, committee member, office bearer or agent or in any other manner whatsoever, whether for profit or otherwise commence, engage or be concerned in any business that competes with the whole or any part of any of the current or proposed business of the Group except on behalf of the Group, canvass or solicit business of a type similar to those being dealt in, or for services similar to those being provided by the Group from any Person;

B. induce or attempt to induce any customer/client of the Group to cease to be a customer/client, or otherwise interfere with the relationship between such a customer/client and the Group (save and except actions taken during the course of his/her employment in what he/she believes to be, in the Group's interest); or

C. induce or attempt to induce any director of the Company, senior management personnel or key employee of the Company to leave the employment of the Company.

D. During the Non-Compete Period, the Employee shall not anywhere in the world, either jointly or severally, directly or indirectly, and whether as an individual, investor, promoter, proprietor, shareholder, joint venture partner, collaborator, consultant, advisor, principal contractor or sub-contractor, director, trustee, committee member, office bearer or agent or in any other manner whatsoever, whether for profit or otherwise;

E. solicit any Person then engaged by the Group as an employee, full-time equivalent, officer, consultant, contractor or director or so engaged within the preceding 12 (twelve) month period ("**Existing Employee**") to leave the employment of the Group, and shall use its best efforts to prevent any of its related entities or Persons from taking any such action;

F. disclose to any third party the names, backgrounds or qualifications of any the Existing Employees or otherwise identify them as potential candidates for employment;

G. approach, recruit or otherwise solicit Existing Employees to work for any other employer;

H. persuade any Person which is a vendor / consultant of the Group, to cease doing business or to reduce the amount of business which any such Person has customarily done or might propose doing with the Group.

I. The covenants in this Clause and the time and other limitations with respect thereto, are reasonable as to duration and subject matter, properly required for the adequate protection of the value and goodwill of the Group and such limitations are reasonable with respect to the activities of the Group.

J. It is the intention of the Parties that the provisions of this Clause shall be enforced to the fullest extent permissible under the applicable Law, but that the unenforceability (or the modification to conform with such applicable Laws) of any provision hereof shall not render unenforceable or impair the remainder of this Clause. If any provision of this Clause shall be determined to be invalid or unenforceable, either in whole or in part, this Clause shall be deemed to be amended or modified, as necessary, the offending provision and to alter the remaining provisions of this Clause to the extent necessary to render the same valid and enforceable to the fullest extent permissible.

K. Nothing herein contained shall affect the Employee's non-competition and non-solicitation obligations set forth in the Transaction Document. The obligations are independent of each other and shall bind the Employee independently.

CONFIDENTIALITY

The Employee shall not, whether during his/her employment with the Group, or after termination of his/her employment, for any reason, directly or indirectly, use for himself/herself or use for or disclose to any Person any Confidential Information other than for the benefit of Group and in the course of performing his duties and responsibilities.

A. Without prejudice to the generality of the foregoing, the Employee shall:

a. keep confidential the Confidential Information and not disclose the same to any third party or use the same for the Employee's benefit or for the benefit (financial or otherwise) of any third party, except as expressly permitted by the Agreement or except with the prior written consent of the Company.

b. protect the Confidential Information received with all reasonable care so as to ensure that the same does not fall into the hands of third parties or is not put to unauthorized use.

c. not reproduce in any form the Confidential Information except with the prior written consent of the Company.

B. The confidentiality obligations under the Agreement shall not prevent the Employee from disclosing the same if required by Law or under the orders of any court of competent jurisdiction or other competent legal authority, provided that the Employee gives the Company notice of such intended disclosure and an opportunity to oppose the same.

C. The Employee confirms that all Confidential Information shall remain the sole and absolute property of the Group or any third party, as applicable. The Employee shall, at the time of leaving the services of the Company, return all Confidential Information and other Company property, which he/she is in possession of.

D. The obligations under this Clause 5 shall survive the termination of the Agreement and shall survive so long as such information remains confidential. The Employee also acknowledges that use of the Confidential Information contrary to the provisions of the Agreement constitutes, among other things, criminal breach of trust in terms of the provisions of the Indian Penal Code, 1860.

E. The provisions of the Agreement for the protection of Confidential Information shall apply notwithstanding that the Employee has unauthorized or inadvertently obtained access to or otherwise come into possession of such Confidential Information.

F. In order to secure or preserve Confidential Information, the Company shall have the right at all times to deactivate, disable, remove or prevent access to any Company property, including computers, servers, computer networks, email accounts, databases, storage, and vehicles.

Your date of Joining is 16th August 2021.

We look forward for your acceptance of this offer to begin your most exciting journey ahead.

Best Regards,
On behalf of NoBroker Technologies Solutions Pvt. Ltd.
Amit Kumar,
Director

Acceptance:

I, Tejas Rajendra Bagul, have read, understood, and accept this offer of employment, as set forth above.

Signature: _____ **Date:** _____

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Fig. in INR

Components	Monthly	Annual
Salary (A)		
Basic	16,000	1,92,000
HRA	6,296	75,555
Travel allowance	6,000	72,000
Employer PF (Rs 1800 or 12% of Basic)	1,800	21,600
Gross Salary (A)	**30,096**	**3,61,155**
Performance Bonus (B)		**96,000**
CTC (A+B)	**30,096**	**4,57,155**
Gratuity @ 4.81% of Basic (C)		9,235
Total CTC (A+B+C)		**4,66,390**

* You will also be eligible for Medical Insurance under company's group medical insurance policy, details of the policy will be shared with you separately.

** Gratuity will be payable in line with the statutory provisions, upon separation from the Company, subject to completion of minimum of five years of employment with the Company.

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Mphasis
The Next Applied

DirectCore ServiceDesk/Pune/September/RH12201400/316182/V1

PRIVATE & CONFIDENTIAL

September 22, 2022

Shweta Bhalerao
Pune
Pune 1
Maharashtra, India.

Dear Shweta Bhalerao,

Welcome to Mphasis!

It was a pleasure meeting you to explore a career opportunity with Mphasis ITO Division.

Based on our discussions, we are pleased to offer you the position of Technical Support Engineer -SD, in **Band** 5**, Level** 2 with our organization. The gross compensation will be **INR** 4,50,000/- (Four Lakhs Fifty Thousand **rupees only**) per annum. The details of the terms and conditions of the offer of employment are detailed in the enclosed annexure.

Mphasis is defined by a strong and intrinsic culture that sets us apart. Our DNA, while evolving through various transformations, has still fundamentally been driven by the same core values. **Customer centricity** has been one such tenet that influences every Mphasian. We strive to understand our customer's need, staying ahead of the curve to deliver best-in-class service. Equally crucial, is our **outcome focus**, wherein our eyes stay on the end result without compromising on our quality, ethics and people. We draw our greatest strength from our people. Hence, **empowering** our workforce has gone hand-in-hand with greater accountability, thereby creating responsible citizens of the world. As we redefine what business success means in the changing landscape, we believe in inculcating the spirit of **experimentation** so that established systems and ways of doing things are constantly tested, questioned and disrupted. Imagination, innovation and the ability to take risks are fundamental characteristics that make us shatter boundaries.

These shared values and beliefs are the influencers of everyday work culture at Mphasis that has eventually built our ethos. It is what integrates us across technologies, platforms and geographies. We are proud of it and we eagerly welcome you to the Mphasis way of life.

Contact Us:
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www.mphasis.com

Mphasis Limited
Registered Office:
Bagmane World Technology Centre,
Marathahalli Outer Ring Road, Doddanakundi Village,
Mahadevapura, Bangalore 560 048, India
CIN: L3007KA1992PLC025294

randstad

Staffing | Search & Selection | HR Solutions | Inhouse Services

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Date :03/08/2022

To

Bhise Harshvardhan
(Code: CAN291285)

2021-22 Batch

Provisional Offer Letter for Fixed Term Contract

We are pleased to offer you employment in our organization at Randstad India Pvt. Ltd as **Rep, Tax Reporting Compl.** Your services are being deputed to **BNY MELLON INTERNATIONAL OPERATIONS INDIA PRIVATE LIMITED** on the following terms and conditions:

- Your employment will be valid from **03/08/2022 To 07/12/2022** , unless and until it is specifically extended in writing by Randstad India Pvt Ltd.
- Your Salary Gross will be INR 420,000.00 per Annum (as per Annexure 1) and will be paid out basis your actual joining date.
- Your employment is subject to completing our onboarding process, which requires you to :

  a. Complete on the Randstad portal:
     - Employee profile form
     - Statutory Nomination forms like ESIC, PF, Mediclaim etc.

  b. Upload proofs of your documents:
     - Government mandated ID proof: Aadhar Card and PAN
     - Address Proof (Any one): Voters ID, Passport, Driving License, Ration Card etc.
     - Copy of both Educational certificates & Previous employment documents.
     - Bank Details for Salary processing: Copy of cancelled cheque.

Please note that this is only a provisional offer of employment for a fixed term and is not to be construed as an appointment letter. A detailed appointment letter would be issued to you once you fulfill our employment terms and conditions & upon confirmation of joining duty by the manager.

The next step is for you to log into Randstad Direct, our employee portal to accept this offer.
You will soon receive an email and SMS on your registered number with a link to the online portal and your OTP to login.
A User guide is also available to help you complete formalities on/before your DOJ.

Please get in touch with us for any queries.
Wishing you the very best!

Yours truly,

For Randstad India Pvt Ltd.

S. Balakrishnan

Authorized Signatory
Balakrishnan S
Head - HRSSC

Registered Office :
Randstad India Private Ltd
Randstad House,
Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
Nungambakkam, Chennai 600 006.
P +91 (0) 44 66227000 F +91 (0) 44 66227474
www.randstad.in

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PRIVATE AND CONFIDENTIAL

Date: 27-May-2021

Mr DHEEREN AGRAWAL

RAJ BHOJ, BESIDES SUNRISE HOSPITAL

DESHIKENDRA ROAD, LATUR

MAHARASHTRA 413512

India

EMPLOYMENT AGREEMENT

Dear DHEEREN,

Further to the recent meetings and discussions you had with us, we are now pleased to offer you an appointment with EXL Service.com (India) Private Limited ("the Company") to the position of Executive at Band A1, on the terms and conditions set out herein after:

1. Employment

1.1 Notwithstanding the afore-said or anything to the contrary contained in this employment agreement or in the Letter of Intent ("LOI") and/ or notwithstanding your acceptance of the LOI or the employment offer, the Company, for any business or operational reasons whatsoever including without limitation any reason which is beyond the Company's control, or due to any unforeseen or unavoidable business circumstances, reserves the right to defer your date of joining to a later date to suit the business requirements. The Company will use reasonable endeavour to inform you at the earliest.

1.2 Your employment with the Company is subject to:

(i) The accuracy and authenticity of the testimonials, documents and information provided by you to the Company. The Company will get authenticity of aforesaid, and of the personal and employment details, provided by you to the Company, validated, either internally or through any external agency engaged by the Company, and by accepting this offer, you hereby agree that you have no objection, and you unconditionally consent, to the same and grant Company the authority and power to do so including to get background verification / checks conducted without any further reference or notice to you and to share the report/s including of any such background verification / checks with any of Company's advisors, attorneys or consultants or to produce, submit or file any such report/s before any court, tribunal, commission, enquiry officer, arbitrator/s, quasi-judicial authorities or government, statutory, labour and/or regulatory authorities or in response to any legal order, summon or notice

Appendix 1

Name : DHEEREN AGRAWAL

DOJ : 27-May-2021

Designation: Executive

Band : A1

Pay Component	Monthly Amount	Annual Amount
Fixed		
Fixed	**30000**	**360000**
Basic & DA	15000	180000
Basket of Allowances	13200	158400
Employers Contribution to PF	1800	21600
Flexible	**4150**	**49800**
Transport	2500	30000
Canteen	1050	12600
Accident Insurance and Mediclaim Premium	600	7200
Retirals	**721**	**8658**
Gratuity	721	8658
Total Fixed	**34871**	**418458**
Total CTC	**34871**	**418458**

Group Medical insurance coverage for self and dependents (Spouse and 2 children) and Group Personal Accidental coverage for self.

You shall be provided with benefits of Gratuity in accordance with applicable provisions of the Payment of Gratuity Act, 1972 as amended up-to-date

or refer it and/or its details or contents in any show cause notice, charge sheet or legal / demand notice without any reference or notice to you and/or without your further or additional consent.

(ii) Your being free from any contractual or legal restrictions preventing you from accepting this offer or starting work on the above-mentioned date;

(iii) On our receiving two satisfactory references; and

(iv) Your fully and truly disclosing on your own behalf and, if married, on your spouse's behalf, full details of any external directorships held and any personal business interests including partnerships, proprietorships, shareholdings and trusteeships; involvement in any other business ventures, profession, vocation, occupation, etc. involving limited or unlimited liability; personal liabilities in connection with above-said activities; and involvement in other positions external to the Company and acceptance by the Company of those external directorships, interests and/or positions on such terms & conditions as Company may prescribe in its sole discretion. In case Company do not accept or provide consent to any such directorships, interests and/or positions, you hereby agree to withdraw from any such directorships, interests and/or positions immediately and without any demur or protest.

(v) If you breach, fail to fulfill or comply with any of the aforesaid conditions, this offer shall stand revoked automatically without any further reference or notice to you (whether you have accepted it or not) and, if you have already commenced employment with the Company, such employment will automatically terminate without giving you any claim for compensation or damages, but without prejudice to the Company's rights and / or remedies against you.

1.3 Probation:

(i)You will be on probation* for a period of 180 Days from the date of joining which can be extended by the company at its sole discretion in case your performance does not meet requisite standards or for any other reason as deemed fit or proper by the company. At the end of the probation period your services with the company would be deemed confirmed unless specifically extended by the company in writing, within the said period of 180 Days

*No probation period for Band D and above

(ii)During the period of probation including during the extended period of probation, *if any*, your services are liable to be terminated by either party at any time without cause with «Probabation_13_ii» written notice or paying to the other party, in advance or simultaneously with letter, salary in lieu of such notice or salary for such period by which the notice period falls short of. However, if the exigencies of work, business or client commitments so requires; or if you are handling any sensitive, critical, confidential or time bound assignment / project / work; or if you want to leave in the middle of work, without serving your full notice period, wherein your presence, involvement or participation is required or is deemed necessary by the Management; or if any work is pending at your end; or if Management does not find suitable replacement or substitute in your place; or if satisfactory, full and proper hand-over and/or knowledge transfer is not given by you to the satisfaction of the Management; or if your not serving full notice period may have adverse impact on the business, client or work commitments or on your team, the Company may decline to relieve you earlier than the expiry of the entire period of notice. Your exit

formalities will be initiated, and your relieving and experience letters will be issued subject, inter alia, to your fulfilling the aforesaid requirements. For removal of all doubts, it is hereby clarified that the term salary for the purposes of notice or notice period shall mean gross salary, which shall include basic salary, all the allowances, benefits and perquisites as per Appendix 1.

(iii)In case, during your notice period, you abruptly stop reporting to duties or if you abscond from duties or absent unauthorizedly or absent without authorization without prior information to, and prior permission from, the Management, the Management shall mark you as 'absenting unauthorizedly' / 'unscheduled off' and you shall not be entitled to any salary / wages for aforesaid period. In aforesaid situation, Company shall not be under any obligation to issue your relieving and experience letters. The term 'unscheduled off' shall mean 'absenting unauthorizedly' or 'unauthorized absence'.

(iv) Further, on your giving the notice of resignation, the Company may at its sole discretion relieve you from such date, as it may deem fit, even before the expiry of notice period, by paying salary in lieu of notice period, based on the business needs of the Company which may include without limitation client requirements or any security reasons or any productivity issues or your presence on Company premises including without limitation on the production / operation floor bringing in any negative impact on the working environment. The Company may take appropriate decision on such or similar situation. Alternatively, Company may instruct you to proceed on garden leaves with salary during the period of your notice.

(v) Company shall recognize and accept the resignation tendered via official Company email (for removal of all doubts, it is hereby clarified that you are not, and shall not be, entitled / authorized / permitted to use client email for sending your resignation) or hard-copy resignation only. Therefore, any resignation submitted or informed via personal email, verbally, via sms, via telephone, via social media, or any other mode whatsoever shall not be recognized or taken notice of by the Company and same shall thus be not binding upon the Company.

(vi) Waiver of notice period is at the sole discretion of the Company. If Company exercises such discretion then notice period shall be waived of by the Company in writing only therefore any verbal assurance given by, or discussion with, supervisor, manager, Human Resources team, etc. would not be binding upon the Company or its management.

2. Place of posting

2.1 Your initial place of posting shall be at FA - Bengaluru. However, your services are transferable to any other another place either in existence now or which would come into existence henceforth. You may be transferred within India or outside India to serve the Company or any of Company affiliates. You may be transferred to any of Company's or its affiliates existing offices or locations anywhere or to any of the future offices or locations which may come into existence or may get acquired henceforth / any-time in future. It is a condition to your employment that you comply with any such requirements of the Company. The transfer will not deem to constitute a change in your conditions of service. The Company will not be responsible for any of your acts leading to any action against you as per the law of the country or state you have been deputed or transferred to.

2.2 You may however also be required to work at any other place that the Company may deem fit and as may be required from time to time. You may also be seconded, deputed or transferred to any other company associated to the Company or to Company's clients' or clients' customers offices whether in India or abroad.

2.3 Your place of work shall change in case of any relocation of the Company's offices, for which you shall not be entitled to any additional compensation.

2.4 Actual work timings and shifts may vary from time to time based on business and client / client's customer service requirements. The Company reserves the right to change the working hours at any time and employee will be advised of the changes in advance. An employee is expected to work in any shift including in night shift as may be assigned to him/her by the Management.

3. Performance of duties

3.1 You shall be assigned with all the duties and responsibilities of the Executive at Band A1 and such other duties on behalf of the Company, as may be reasonably assigned from time to time by the Company's management.

3.2 You shall, at all times, be required to carry out the duties and responsibilities assigned to you by the Company, faithfully and diligently and in compliance with the established policies and procedures, endeavoring to the best of your ability to protect and promote the interests of the Company.

3.3. This offer is made on the clear understanding that your employment is on whole-time basis and that you shall not undertake any other part-time or full-time work or any independent assignments, without the prior authorized and specific written consent of the Company. You shall not, during the term of your employment engage directly or indirectly, whether part-time or full time, whether for profit / commercial interest or otherwise, in any other employment, business, occupation, profession, vocation or activity, whether as a principal, agent or otherwise, which whether or not be detrimental, whether directly or indirectly, to the Company's interests. Any engagement by you as aforesaid shall be construed as dual employment and you shall be liable to face strict disciplinary action for the same, which may go up to termination of your employment without any compensation or damages to you. Further, Company reserves the right to seek injunctive relief against you and to claim from you the damages, losses, costs or expenses suffered, sustained, incurred or paid by the Company.

3.4 You shall use the office of the Company only for rendering such services for which you have been appointed.

3.5 You are expected to attend office, except when traveling on business, during the working hours/shifts as may be decided by the Company. The Company practices a 48-hour work/week for all staff and management employees. You may be called upon to work in any of the shifts depending on the business and customer service requirements. Actual work timings and shifts may vary from time to time based on business and customer service requirements. By accepting this offer, you hereby agree to work in any shift including in night shift as may be assigned to you by the management. In case you, for the reasons attributable to you, work for less than 8 / 9 hours a day (*as the case may be depending upon your location of work*), it would be treated as absence from duty

and your wages / salary shall be deducted accordingly.

3.6 You shall first apply for leave and get it sanctioned from your supervisor before proceeding on leave. Any leave taken by you otherwise shall not be taken cognizance of and your supervisor shall be entitled to mark you as 'absenting unauthorizedly'/'on unscheduled off'. Any sick leave of over three days' has to be supported with medical certificate, fitness certificate and other medical documents including prescriptions, medicine bills, reports and records to support your sickness and treatment. Any emergency leave shall be informed by you personally to your supervisor over a phone (not via sms) at least six hours before your shift time otherwise you would be marked as 'unauthorized absence /'or unscheduled off'.

3.7 The employees shall be entitled to their monthly emoluments only if they give the normal production/output and perform work according to their scheduled working hours. In case, therefore, the employees resort to go-slow and/or intermittent stoppage of work, or slow-down or work-to-rule, or absent from duty, which shall include employee's absence from the place or places where, by the terms of his/her employment or Company's instructions, he or she is required to work (the employee shall be deemed to be absent from the place where he/she is required to work if, although present in such place, he/she refuses, defaults, omits or neglects to carry out his/her work), or the like, such employees shall be entitled to receive wages/salary only in proportion to the production/output given by them / hours during which they have actually performed normal work. This is without prejudice to the right of the management to effect penal deduction of wages/salary under applicable law or this Employee Handbook.

3.8 You shall use client provided / allotted e-mail for rendering services to client only or strictly for client related official work only. Such e-mail shall not be used by you for any other purpose including without limitation for applying for leave, for tendering your resignation, for raising any grievance, etc. Further, you shall not communicate with the client or with client customers' directly via any mode or medium whatsoever unless prior written specific authority is provided to you by the Management.

4. Background Verification

The Company will get employee's background verified either internally or through any external agency engaged by the Company. By accepting the employment offer, employee agrees that he/she has no objection, , to any such background verification and grants the Company the authority and power to do so including to get background verification / checks conducted without any further reference or notice to employee and to share the report/s including of any such background verification / checks with any of Company's advisors, attorneys or consultants or to produce, submit or file any such report/s before any court, tribunal, commission, enquiry officer, arbitrator/s, quasi-judicial authorities or government, statutory, labour and/or regulatory authorities or in response to any legal order, summon or notice or refer it and/or its details or contents in any show cause notice, charge sheet or legal / demand notice without any reference or notice to employee and/or without further or additional consent from an employee.

5. External Interests

Every employee shall fully and truly disclose on his/her own behalf and, if married, on his/her spouse's behalf, full

details of any external directorships held and any personal business interests including partnerships, proprietorships, shareholdings and trusteeships; involvement in any other business ventures, profession, vocation, occupation, etc. involving limited or unlimited liability; personal liabilities in connection with above-said activities; and involvement in other positions external to the Company and acceptance by the Company of those external directorships, interests and/or positions on such terms & conditions as Company may prescribe in its sole discretion. In case Company do not accept or provide consent to any such directorships, interests and/or positions, employee shall withdraw from any such directorships, interests and/or positions immediately and without any demur or protest.

6. Compensation

6.1 As compensation for services to be rendered, you shall be paid a Basic Salary of Rs. «Basic» per annum. The salary shall be payable on monthly basis in arrears on or about the last working day of each calendar month but before expiry of the 7th day of the succeeding calendar month. Other allowances and benefits payable shall be as detailed in Appendix 1 hereto.

6.2.1 The payment of all compensation shall be made in accordance with the relevant policies of the Company in effect from time to time, including normal payroll practices, and shall be subject to income tax deductions at source, as applicable. All requirements under Indian tax laws, including tax compliance and filing of tax returns, assessment etc. of your personal income, shall be fulfilled by you.

6.2.2 The compensation paid to you has taken into consideration the status and responsibilities of the appointment and as such, you will not be entitled to any other payment by way of any other allowances.

6.3 By accepting this offer you authorize the Company to deduct from your remuneration including on termination of employment (including from salary, salary in lieu of notice, holiday pay, allowances, discretionary bonus (*if any*), etc.) all debts owed by you to the Company or any of its group or affiliate companies or any fine or recovery imposed by the Company including pursuant to the Company's disciplinary procedure or to deduct any amount for absence from duty or for notice period not served by you or for damage to or loss of goods or Company assets or for recovery of advances or loans, etc.

7. Confidentiality

7.1 The term "Confidential Information" shall include all information, whether written or oral, that is not known by, or not generally available to, the public at large and that concerns the business, activities, employee relations, financial affairs, trade secrets, technology of the Company or otherwise relates to the Company or to Company employees, in any manner whatsoever, its customers, their clients, suppliers and other businesses or entities, with whom the Company does business, which may come to your knowledge or possession during the tenure of your employment with the Company. You shall hold such Confidential Information in trust and confidence and not disclose or divulge such Confidential Information to any other person or entity or use any such Confidential Information for your own benefit or the benefit of any other party, unless so authorized by the Company or required to be so disclosed or divulged in the course of the proper execution of your duties. You agree to sign the 'Confidentiality and Non Compete Agreement' in the form annexed to this letter.

7.2 You undertake not to make copies or duplicates of any Confidential Information or other sensitive property or materials of the Company, including but not limited to keys, access cards, diskettes, programs, photographs or such other proprietary information relating to the Company's business.

7.3 You shall keep strictly confidential, details of your salary and employment benefits within and outside the Company.

7.4 You agree and confirm that the terms and conditions of this Clause 5 shall survive the termination or discontinuation of your services with the Company.

8. Intellectual property rights

You shall be required to disclose promptly, completely and in writing to the Company any discovery, invention, methodology or improvements made thereto, process, software applications or products, conceived, developed or discovered by you, either individually or jointly with others, during your employment ("Inventions") and such Inventions whether or not patent applications are filed thereon shall at all time belong absolutely to and be the sole and absolute property of the Company. You agree to treat such Inventions as Company proprietary and confidential and to use such Inventions solely for the benefit of the Company. You agree to assign to the Company any and all rights, title and interest, including, but not limited to, copyrights, trade secrets and proprietary rights to the Inventions, information, materials, products and deliverables developed during the performance of services to the Company. You agree that all the work performed by you and all Inventions, information, materials, products and deliverables developed by you while in the employment of the Company shall be the exclusive property of the Company and all title and interest therein shall vest in the Company. All such Inventions, information, materials, products and deliverables shall be deemed to be "works made for hire" under the United States Copyright Laws or applicable Indian laws (or any other applicable law). If and when required by the Company, you shall at the Company's expense take out or apply for letters patent, licenses or other rights, privileges or protection, as may be directed by the Company in respect of such Inventions, so that the benefit thereof accrues to the Company. You shall execute and do all instruments, acts, deeds and other things, which may be required by the Company for assigning, licensing any Inventions made during the employment, which shall vest with the Company including the name and all benefits arising in respect thereof.

Pursuant to its exclusive proprietary rights, the Company shall have the sole and exclusive right inter alia to use, modify or adapt the Inventions, information, materials, products or deliverables developed by you during the performance of your services as an employee of the Company.

9. Disciplinary action procedure

Any breach of the Company's Code of Conduct, policies, etc., or any act of omission or commission constituting misconduct, or failure to attain or maintain a satisfactory work standard, by any employee will be regarded as a disciplinary or capability matter. The procedure for such misconducts, matters or offences including major misconduct shall be as set out under the Code of Conduct and/or Progressive Disciplinary Policy. If you are accused of misconduct, you shall be liable to be suspended from service pending or in contemplation of enquiry. During suspension, you shall be entitled only to a subsistence allowance at the rate described in the attached

Appendix - 2, forming an integral part & parcel of this employment agreement. The rate of subsistence allowance, as described in Appendix - 2, is as per the prevailing statutory regulations and is subject to change in terms of any statutory amendment thereto. Accordingly, the rate of subsistence allowance as per prevailing regulations, applicable from time to time, shall apply. If you are found guilty of any charge of misconduct, you shall be deemed to be absent during the suspension period and not be entitled to any compensation, remuneration or other amount except the subsistence allowance paid / payable. In the enquiry, you may bring only a co-employee (who is not accused of similar charges) to represent or assist you. In no case would you be entitled to bring any outsider who is not employed with the Company, to represent or assist you at such enquiry.

10. Code of Conduct

You shall abide and be bound by the Company's Code of Conduct, and the Code of Conduct will form a part of this employment agreement. The Code of Conduct may be changed at any time at the discretion of the Company and the changed Code of Conduct shall thereupon bind you. You will also carry out and abide by any instruction, policy issued by the Company from time to time.

11. Lay off, termination of employment and retirement

11.1 The Company may, in the event of shortage of orders, finance, stores, power, etc., or, breakdown of machinery, equipment, communication or network systems, etc., or any serious technical issues, or any restrictions or the like placed by the Government or any statutory authority or the like, or seasonal variations or adverse climatic conditions or the like, or fire, catastrophe, civil commotion, epidemics, natural calamity, disaster, strike or slowing down of work on the part of employees, or any other sufficient cause of any nature whatsoever, temporarily stop work in any department / unit of the establishment or part thereof and lay-off any employee or employees concerned (including you), continuously or intermittently, for such period(s) as deemed necessary by the Management Company.

During any period or periods of lay-off, you shall not be entitled to any wages or compensation except compensation under any applicable law; provided that, in case of lay-off for more than 45 days during any period of twelve months, no lay-off compensation, in any case, shall be payable to any employee after the expiry of the first 45 days of lay-off, whether continuous or intermittent, which you are hereby deemed to have specifically agreed to by accepting the offer of appointment and remaining in the service of the Company.

11.2 (A) After completion of the Probationary period, either the Company or you may at any time terminate this agreement without cause by giving in writing to the other party «After_Probation» notice or paying to the other party, in advance or simultaneously with letter, salary in lieu of such notice or salary for such period by which the notice period falls short of. However, if the exigencies of work, business or client commitments so requires; or if you are handling any sensitive, critical, confidential or time bound assignment / project / work; or if you want to leave in the middle of work, without serving your full notice period, wherein your presence, involvement or participation is required or is deemed necessary by the Management; or if any work is pending at your end; or if Management does not find suitable replacement or substitute in your place; or if satisfactory, full and proper hand-over / knowledge transfer is not given by you to the satisfaction of the Management; or if your not serving full notice period may have adverse impact on the business, client commitments or on your team, the Company

may decline to relieve you earlier than the expiry of the entire period of notice, and withhold your relieving and experience letters. Your exit formalities will be initiated, and your relieving and experience letters will be issued subject, inter alia, to your fulfilling the aforesaid requirements. For removal of all doubts, it is hereby clarified that the term salary for the purposes of notice or notice period shall mean gross salary, which shall include basic salary, all the allowances, benefits and perquisites as per Appendix 1.

(B) In case you, during your notice period, abruptly stop reporting to duties or if you abscond from duties or absent unauthorizedly or absent without authorization without prior information to, and prior permission from, the Management, the Management shall mark you as 'absenting unauthorizedly' / 'unscheduled off' and you shall not be entitled to any salary / wages for aforesaid period. In aforesaid situation, Company shall not be under any obligation to issue your relieving and experience letters. The term 'unscheduled off' shall mean 'absenting unauthorizedly' or 'unauthorized absence'.

(C) Further, on your giving the notice of resignation, the Company may at its sole discretion relieve you from such date, as it may deem fit, even before the expiry of notice period, by paying salary in lieu of notice period, based on the business needs of the Company which may include without limitation client requirements or any security reasons or any productivity issues or your presence on the Company premises including without limitation on production / operation floor bringing in any negative impact on the working environment. The Company may take appropriate decision on such or similar situation. Alternatively, Company may instruct you to proceed on garden leaves with salary during the period of your notice.

(D) Company shall recognize and accept the resignation tendered via official Company email (for removal of all doubts it is hereby clarified that you are not, and shall not be, entitled / authorized / permitted to use client email for sending your resignation) or hard-copy resignation only. Therefore, any resignation submitted or informed via personal email, verbally, via sms, via telephone, via social media or any other mode whatsoever shall not be recognized or taken notice of by the Company and same shall thus be not binding upon the Company.

(E) Waiver of notice period is at the sole discretion of the Company. If Company exercises its discretion then waiver of notice period shall be in writing only therefore any verbal assurance by, or discussion with, supervisor, manager, Human Resources team, etc. would not be binding upon the Company or its management.

(F) After notice of termination, you shall cooperate with the Company, as reasonably requested by the Company, to effect a transition of your responsibilities and ensure that the Company is aware of all matters being handled by you.

11.3 Upon termination of your employment with the Company for any reason, you shall promptly return to the Company any keys, credit cards, passes, confidential documents or material, or other property belonging to the Company, and return all writings, files, records, correspondence, notebooks, notes and other documents and things (including any copies thereof) containing Confidential Information or relating to the business or proposed business of the Company. The Company reserves the right not to relieve you of your employment in the event that all the Company's documents / property / Confidential Information in your custody have not been properly handed over by you to an authorized representative of the Company.

11.4 The Company reserves the right during any period of notice to exclude you from the premises of the Company, or to require you to carry out specified duties at premises other than those referred to in paragraph 3.1 above, or to carry out no duties, and to instruct you not to communicate with clients, client's customers, employees, agents or representatives of the Company until your employment has been terminated, provided that you will continue to be paid and to enjoy normal contractual benefits during any such period. You shall not be entitled to engage in any other employment, work or business during the notice period. You shall not be entitled to take any leave (unless applied for and permitted in writing, and sanctioned, by the management and on such terms & conditions as may be prescribed by the management) during the notice period. Any leave sanctioned by the management shall result in extending your notice period by number of days you had taken the sanctioned leave.

11.5 You shall retire on your 60th birthday or the last day before that, if your birthday does not fall on a working day.

11.6 In addition to all the rights of the Company provided for in this employment agreement and under law, the Company may terminate your employment forthwith in any of the following circumstances:

(i) Breach by you of any of the terms of this employment agreement;

(ii) Breach of any clauses of the Company's Code of Conduct as referenced in clause 8 hereinabove;

(iii) Unauthorized absence beyond a period of 5 (five) consecutive days;

(iv) Inability to perform your duties beyond a period of (30) days, whether on medical grounds or on any other grounds;

(v) Physical or mental incapacitation to perform your duties;

(vi) Any misrepresentation by you to the Company, whether made orally or in writing and whether expressly or by conduct, and whether at the time of appointment or prior or subsequent thereto;

(vii) Commission of any act detrimental to the interests of the Company;

(viii) Commission of any act of moral turpitude;

(ix) Major misconduct;

(x) Commission of an act of insolvency;

(xi) Conviction in any court of law for the commission of any crime; or

(xii) Your performance is continuously measured as below expectation for a period of two months, despite due training.

(xiii) Either refusing to appear for a drug test as per company policy or failing to clear the drug test.

(xiv) Breach of Information Security Guidelines

Every EXL employee must be aware of their individual responsibility to maintain compliance with Information Security, Cyber Security and Data Privacy policies and undergo periodic trainings and awareness in this area. All employees must refer to to understand the Company's requirements with respect to the collection, storage, use, transmission and disposal of information in electronic, voice or tangible written forms. The policy also details out guidelines for laptop users, access control, Email access, password management, Blackberry and PDA usage and maintaining clean desk. All the employees of EXL are required to fully comply with the aforesaid policy.

It is mandatory for all employees of EXL across levels to complete the Information Security Training within prescribed timelines (for details refer to ISG policy guidelines)

Not with standing anything contained in clause 11.6, the Company reserves the right to terminate your employment without giving any notice period or pay in lieu thereof if you are in breach of the sub-clauses of clause 11.6 hereinabove.

12A. JOB ABANDONMENT

If you, abscond from duties, or remain unauthorizedly absent or absent without authorization, or abruptly stop reporting to duties, or absent unauthorizedly without prior information to, and prior permission from, the Management, or remain absent without leave, or over-stay beyond your approved leave, for sixteen (16) consecutive days', it will be deemed that you have voluntarily resigned from the services of the Company or relinquished your employment and in such an event your name shall automatically stand removed from the rolls of the Company. The Company in such a case shall not be under any obligation to issue your relieving and experience letters. Company shall further be entitled to recover salary in lieu of notice not served by you from your salary, allowances and full & final payment and you hereby authorize the Company to do so without any notice or reference to you or without any further consent from you. You also agree that Company shall not be under any obligation to prove your intent as described here-in and it shall be deemed that you have no intention to resume duties.

13. Others

13.1 You will be bound by the Code of Conduct of the Company and all other rules, regulations, instructions, policies and orders issued by the Company from time to time, in relation to your conduct, discipline and service conditions such as leave, medical, retirement, etc. as if these Code of Conduct, rules, regulations, instruction, policies etc. were part of this employment agreement.

13.2 You shall immediately inform the Company in writing about any change in your residential address. In case of any delay, negligence, failure or default on your part to do so, any communication, letter, notice, etc. addressed at your last known address available in Company records shall be deemed to be effective and valid communication to you and you shall be estopped from disputing or challenging the same.

13.3 You represent that you have no interest or obligation that is inconsistent or in conflict with the terms contained herein. You agree to notify the Company immediately if any such interest or obligation arises. You also

represent that you will not bring with you or disclose to the Company, or use in the performance of your responsibilities at the Company, any confidential information not generally available to the public of a former employer or any other party, unless you have obtained prior authorized written & specific authorization for its possession and use.

13.4 You also agree that, during your employment with the Company, you shall abide by any confidentiality obligations you may owe to any former employer or other party. You also agree and represent that you are not bound by any valid agreement or obligation of non-competition or non-solicitation to any or former employers or other parties.

13.5 If any information furnished by you to the Company is found not to be true or is found to be false, misleading or inaccurate, or if you are found to have suppressed or concealed any material information / fact, or if you have misrepresented anything, the Company shall be entitled to terminate your employment without notice and/or without compensation or damages to you.

13.6 You agree that if you breach any of your obligations *inter alia* pertaining to notice period, confidentiality, intellectual property rights, Inventions, non-compete or non-solicitation, the Company shall be entitled to seek equitable and injunctive relief against, and damages from, you, and notwithstanding anything contrary contained here-in this offer or in any of annexures, appendix, schedules, etc. appended to, or forming part & parcel of, this offer, you shall indemnify the Company for any and all the losses, liabilities, damages, costs or expenses suffered, sustained, incurred or paid by, or claimed / demanded from, or alleged, threatened, assessed / judged against, the Company including without limitation attorney fees and litigation costs. The provisions of this employment agreement shall be construed and governed in accordance with the laws of India.

14 Notification to New Employer

In the event that you leave the employment of the Company, you hereby consent to the notification to your new employer of your duties and obligations hereunder with respect *inter alia* to confidentiality, intellectual property rights, Inventions, your notice period, your non-compete and non-solicitation obligations.

15. Proprietary Rights: You shall agree that the proprietary rights in any or all inventions, designs, applications, or work systems which you have made or developed, wholly or partially, during your employment with the Company, shall be the exclusive property of the Company.

16. Travel for Work: From time to time you will need to travel within India and abroad. You will need to maintain all required papers (passport, VISAs) to ensure ability to travel at short notice. While your base will remain the EXL Service.com (India) Private Limited region, the Company may request you to spend extended periods of time in other locations including the office of Company's parent company in New Jersey, USA.

17. Invention Assignment, Confidentiality and Non-Compete Agreement: Additionally you are also required to sign the Company's standard employee proprietary information agreement relating to confidential information and the assignment of proprietary developments to the Company. Your refusal and/or failure to sign the aforesaid agreement shall be sufficient cause for the Company to terminate your service forthwith without notice and

compensation to you.

A copy of the agreement is attached for your signature as Appendix III (as applicable).

Kindly sign and return the duplicate copy of this employment agreement, as a token of your acceptance of the terms and conditions set out herein. Also, please initial each page of the letter.

Please note that by signing this offer letter / agreement, you have agreed to accept the employment with the Company on the terms and conditions set out hereinabove. Upon your signature and return to us, this offer letter will be treated as an employment agreement and the terms and conditions of this employment agreement shall govern your employment with the Company.

This offer shall automatically stand revoked in the event of your not joining the Company on or before the date mentioned in this employment offer letter / employment agreement.

It is a pleasure to welcome you as a member of exl Service.com (India) Private Limited

We are confident that your employment with the Company will prove mutually beneficial & rewarding, and we look forward to having you join us.

Yours truly,

For EXL Service.com (India) Private Limited

Sameer Ahuja

Vice President 1

I accept the offer on, and agree & consent to and accept, the terms and conditions as described in this letter.

Agreed and accepted, and consented to, by me.

_____

DHEEREN AGRAWAL

Dated: 27-May-2021

Compensation & Benefits

You may be covered under the Employees' State Insurance Act, 1948 (ESI Act), *if applicable*. The requisite amount as per provisions of, and as prescribed in, the ESI Act towards employee's contribution would be deducted from your compensation. You shall be entitled to ESI benefits in accordance with the applicable statutory requirements.

You shall be provided with superannuation benefits of Employees' Provident Fund and Gratuity in accordance with the applicable statutory requirements.

You shall be covered under, a comprehensive medical insurance coverage (under Mediclaim Policy) for self, spouse and dependent children, not exceeding 3 dependents in total, and the personal accident insurance coverage for self only, as per the Company policy.

You shall be entitled to other allowances and benefits, as applicable as per Company's Policies. Details of other allowances and benefits are attached hereto as Appendix 3 (amended from time to time)

You may receive an amount towards annual discretionary bonus based entirely on the management's assessment of your performance, your team's performance and Company's overall performance during the previous calendar year (January to December). This bonus is payable at absolute sole discretion of the management of the Company and will be subject to deduction of tax at source, as applicable. Decision of the management in this regard shall be final and binding upon you, therefore, you cannot claim it as your contractual or legal right. Your entitlement, *if any*, for discretionary bonus shall be subject to *inter alia* –

all bands in support functions and in Operation Management excluding all employees eligible for Payment for Performance

your name appearing on the pay-rolls of the Company on the payout date of discretionary bonus;

you have not given notice of resignation, or are not absenting unauthorizedly, or have not abandoned your job, or no disciplinary proceedings are initiated / contemplated against you, or you have not initiated your resignation discussions with the management, or you are not on approved sabbatical leave, or you have not initiated your sabbatical leave discussions, prior to or on the payout date of discretionary bonus;

you are not serving, or you are not required to serve, a notice period on the date of payment of said discretionary bonus; and

you are not otherwise disentitled or ineligible in any manner whatsoever to get the discretionary bonus amount.

If any of the aforesaid conditions are not met then any letter issued to you for payment of discretionary bonus prior to actual payment date shall automatically become null & void without any notice and compensation or damages to you and Company shall not be under any obligation to act on, or honour the, same.

Notes:

The cost to the Company for the above mentioned benefits will be limited to the amount mentioned hereinabove or as provided in applicable policies or as may be determined by the management in its absolute sole discretion from time to time. If any of the above-mentioned benefits becomes chargeable to tax because of any reason whatsoever, it is hereby clarified that it would be your responsibility to pay the taxes, if any. The Company will, in no case, be responsible to bear any of your tax liability.

Benefits provided to you under any applicable schemes will be governed by the Company's rules and regulations framed in this regard. It is the absolute discretion of the management to decide whether any such particular benefit will be provided to you or not.

Allowances (as applicable)

You may get paid following allowances as per the following specifications and annualized limits.

*Telephone Allowance, which includes telephone(s) installed at your residence, up to a maximum limit as applicable per annum. This will be paid on the submission of telephone bills and evidence of your payment of the same.

*Vehicle Running and Maintenance Allowance: Expenses as provided in applicable policy or as per limits prescribed under the Income Tax Act, 1961 read with Income tax Rules, 1962 as amended up-to-date towards petrol / diesel / CNG and maintenance of vehicle shall be paid up to a maximum limit as applicable per annum. This will be paid on submission of bills.

**Personal Driver Allowance: Amount up-to-maximum limit as applicable per annum.

*Applicable for Band B and above

**Applicable for Band C and above

CONFIDENTIALITY AND NON COMPETITION AGREEMENT

As a condition of my provision of services to or on behalf of exl Service.com (India) Private Limited.(hereinafter referred to "the Company"), I make the following statements with the understanding and intent that they be relied on by the Company in entering into an agreement and by the Company in extending its offer of employment. I acknowledge and understand that in providing services to and on behalf of the Company, I will have access to Confidential And Proprietary Information (as defined hereunder).

a). I understand that the term "Confidential and Proprietary Information" shall include all information, whether written or oral, that is not known by, or not generally available to, the public at large and that concerns the business, activities, financial affairs, trade secrets, technology of the Company or otherwise relates to the Company, in any manner whatsoever, its customers, their clients, suppliers and other businesses or entities, with whom the Company does business, which may come to your knowledge or possession during the tenure of your employment with the Company.

b). I agree that during the period in which I provide services to the Company:

c). I will use my best efforts and exercise the utmost diligence in keeping confidential, all Confidential and Proprietary Information, unless lawfully made available by a client or the Company concerning any client of the Company or by the Company itself which I may learn, acquire or get possession of, during the course of or by virtue of my provision of consulting services to the Company. I will use such materials and information relating to Confidential and Proprietary Information solely for the benefit of the Company and its clients and will not use such information for any other entities or persons. At the conclusion of my relationship with the Company I will return any material relating to Confidential and Proprietary Information and any copies thereof.

d). I agree not to keep at any time on my person or in my possession, except in the necessary performance of my duties, any material relating to Confidential and Proprietary Information acquired by me, whether produced by me or by employees or agents of the Company or any client. I agree to safeguard all such Confidential and Proprietary Information materials while they are in my possession, and to surrender them and all copies, which have been made of them to the Company upon termination of my relationship with the Company.

e). I will at all times exercise discretion in discussing with others the affairs of clients, avoiding unnecessary identification of names, places, and other specifics, and I will take reasonable precautions to make sure that such discussions cannot be overheard, and electronic communications cannot be intercepted either by client's employees or outside persons.

f). I will not make any private use of Confidential and Proprietary Information that may come to my attention because of my employment with the Company, nor will I pass such Confidential and Proprietary Information on to anyone else. I understand the term "use" includes, but is not limited to, anyone's purchase or sale of securities influenced by such Confidential and Proprietary Information, access to which is directly or indirectly due to my relationship with the Company.

g). I agree to disclose and assign promptly, completely and in writing to the Company any inventions, whether or not patentable, and including but not limited to, any innovations on processes, methodologies, software applications or products which I discover, conceive and/or develop, either individually or jointly with others, during the term of my relationship with the Company ("Inventions"). I understand that all inventions which I do hereby assign are and shall become the exclusive property of the Company, whether or not patent applications are filed thereon, and I agree to treat such inventions as Company proprietary and confidential information and to use such solely for the benefit of the Company. I hereby assign to the Company any and all rights, title and interest, including, but not limited to, copyrights, trade secrets and proprietary rights to the information, materials, products and deliverables developed during the performance of services to the Company. All work I perform and all information, materials, products and deliverables developed by me in acting as a consultant to the Company shall be the exclusive property of the Company and all title and interest therein shall vest in the Company. All such information, materials, products and deliverables shall be deemed to be "works made for hire" under the United States Copyright Laws. Pursuant to its exclusive proprietary rights, the Company shall have the sole and exclusive right inter alia to use, modify or adapt the information, materials, products or deliverables that I developed during the performance of services as a consultant to the Company. I agree to provide all necessary assistance required to perfect such assignment of rights defined in this provision.

h). I will not for a period of two year after the termination of this agreement, whether voluntarily or involuntarily (a) directly or indirectly solicit to provide or provide, without the prior written consent of the Company, any professional services such as those provided by the Company for anyone who is a client of the Company anytime during the twelve months prior to my leaving the Firm and for whom I provided any service as an employee of the Company during the five years prior to my leaving or (b) directly or indirectly, without the prior written consent of the Company, solicit for employment with myself or any Company or entity with which I am associated, any employee of the Company or otherwise disrupt, impair, damage, or interfere with the Company's relationship with its employees. The non-compete provisions of this paragraph will not apply to a client of the Company for whom I performed services or with whom I had significant professional contact prior to joining the Company and which list of clients I have disclosed to the Company prior to my joining.

i). If I am directed by any governmental agency or judicial forum or asked to testify concerning any matter learned in the course of services provided to or on behalf of the Company, I will immediately notify the Company before making any disclosures.

j). I further agree that in the event of termination of this agreement, or my employment with the Company, whether of my own volition or otherwise, for a period of two (2) year thereafter, I shall not directly or indirectly, provide any services to or take up employment with any of the existing customers of the Company.

k). That in the event I am found to be in breach of this agreement, or my employment agreement with the Company, I shall be liable to pay to the Company a sum equivalent to the remuneration / compensation received by me, from the Company, in the last three months immediately preceding the termination. This will in no way effect the other rights which the Company may have against me, especially the right to obtain injunctive relief against, and damages and indemnification from, me.

DHEEREN AGRAWAL

Appendix - 2

The below rate of subsistence allowance is as per the prevailing statutory regulations and is subject to change in terms of any statutory amendment thereto. Accordingly, the rate of subsistence allowance as per prevailing regulations, applicable from time to time, shall apply.

Rate of subsistence allowance: Reference para 7 of the employment agreement –

If you are suspended, and enquiry is initiated, in

A. Noida [Gautam Budh Nagar] (State of Uttar Pradesh) or Gurugram [Formerly: Gurgaon] (State of Haryana) locations:

Subsistence allowance shall be at the rate of 50% (fifty per cent) of your average monthly salary over a period of three months immediately preceding your suspension. Provided that, you shall not be entitled to receive any subsistence allowance if you accept any other employment, during the period of your suspension.

B. Pune or Mumbai (State of Maharashtra) location:

(i) For the first ninety days of the suspension period, subsistence allowance to be paid per month shall be equal to one half of basic salary and other compensatory allowances to which you would have been entitled if you were on leave with wages.

(ii) If the enquiry gets prolonged and you continue to be under suspension for a period exceeding ninety days, the subsistence allowance to be paid per month for a further period of ninety days shall be equal to three-fourths of basic salary and other compensatory allowances.

(iii) If the enquiry is not completed within a period of one hundred and eighty days, you shall be paid basic salary and other compensatory allowances in full as subsistence allowance to be paid per month until such time as the enquiry is finally concluded:

Provided that, where the findings of the enquiry officer show that such enquiry is prolonged beyond a period of ninety days, or as the case may be, beyond one hundred and eighty days, for reasons directly attributable to you, the subsistence allowance to be paid per month shall for the period exceeding ninety days or, as the case may be, for one hundred and eighty days, be reduced to one-half of basic salary and other compensatory allowances:

Provided further that, you shall not be entitled to receive any subsistence allowance if you accept any other employment, during the period of your suspension.

C. Bengaluru (State of Karnataka) location:

(i) Subsistence allowance shall be an amount equal to fifty per cent of the salary which you were drawing immediately before your suspension, for the first ninety days reckoned from the date of such suspension

(ii). If the period of suspension exceeds ninety days, but does not exceed one hundred and eighty days, you shall be entitled to receive, after the said period of ninety days, a subsistence allowance equal to seventy five per cent of your salary which you were drawing immediately before your suspension.

(iii). If the period of suspension exceeds one hundred and eighty days, you shall be entitled to receive, after the said period of one hundred and eighty days, a subsistence allowance equal to ninety per cent of your salary which you were drawing immediately before your suspension.

Provided that where the enquiry is prolonged beyond the period of ninety days for reasons directly attributable to you, the subsistence allowance, shall, for the period exceeding ninety days shall be reduced to fifty per cent of your salary, which you were drawing immediately before your suspension:

Provided further that you shall not be entitled to receive any subsistence allowance if you accept any other employment, during the period of your suspension.

D. Kochi (State of Kerala) location:

(i). Subsistence allowance shall be an amount equal to fifty per cent of your salary which you were drawing immediately before such suspension

(ii). If the period of suspension exceeds ninety days, the amount of subsistence allowance shall be increased after the expiry of ninety days to seventy-five percent of your salary which you were drawing immediately before such suspension:

Provided that where the enquiry is prolonged beyond the period of ninety days for reasons directly attributable to you, the subsistence allowance, for the period exceeding ninety days, shall be reduced to fifty per cent of your salary, which you were drawing immediately before your suspension:

Provided further that you shall not be entitled to receive any subsistence allowance if you accept any other employment, during the period of your suspension.

E. Jaipur (State of Rajasthan) location:

BNY MELLON

BNY Mellon International Operations (India) Private Limited
CIN: U72900PN2004FTC022163

Registered office:
Level 1, Tower S3, Cybercity,
Magarpatta City, Hadapsar,
Pune - 411 013, India

T +91 20 3044 3000
F +91 20 3044 3001

Nishita Shinde
Permanent: 14-b,
Shivgiri varsha complex, Thane
Mumbai, Maharashtra 421501

Dear **Nishita**,

Employment contract of employment between **BNYM INTL OPS (INDIA) PVT LTD** (the "Company") and **Nishita Shinde**:

The following sets out the terms and conditions of your employment with the Company. Unless stated otherwise, these terms and conditions of employment create contractual obligations between you and the Company.

1 Commencement Date

Your employment will commence on or before **January 03, 2023** or any other date as may be notified to you (the "**Commencement Date**").

2 Job Title

You will be employed by the Company as **Intermediate Representative, Cash Management**. Your job level will be **F**. In this role you will report to the person to whom you are assigned by the management. The Company reserves the right to change the person you will report to, or your reporting lines generally, at any time during your employment.

3 Place of Work

3.1 Your place of work will be at Company's premises at **Pune**, **IN**. While employed with the Company, you agree and acknowledge that you may, at the discretion of the Company, be required to work remotely, within India, in accordance with the applicable work from home or other related policies, processes or directions, as updated from time to time. However, at no time shall an employee be allowed to work remotely from outside India, unless appropriate processes are followed including approvals from legal and tax.

3.2 The Company may, at its sole discretion, second, depute, assign and/or transfer your service to any other locations in India or overseas or to any Affiliates of the Company or to any third parties, whether existing or established subsequently. Any refusal on your part of a reasonable request from the Company to relocate (temporarily or permanently) or travel in order to meet the Company's business needs will be treated as an act of misconduct under this Employment contract and the Policies of the Company. Please note that during the period of working from home/travel/transfer/secondment, you may be subject to other applicable laws, rules and policies including but not limited to the provisions of Clause 3.1 above in relation to working remotely from India, as permitted.

For the purposes of this Contract, "Affiliate" means any entity directly or indirectly, wholly or partially controlled by, controlling or under common control with the Company, and includes all companies and entities with the BNY Mellon group.

3.3 In relation to such business travels, you will be reimbursed in full for all pre-approved reasonable business-related expenses incurred during the performance of your duties under this Contract, in accordance with the applicable Policies. The Company will reimburse upon presentation by you from time to time, of an itemized account of such expenditures, together with supporting genuine vouchers. It is understood and agreed that the Company will not reimburse personal expenses

4 Other Interests

You must devote your full time, attention and abilities to your job duties during your employment with the Company, and act in the best interests of the Company at all times. You must not, without the Company's written consent, be in any way directly or indirectly engaged or concerned in any other business or be involved in any other activity where this is or is likely to be in conflict with the Company's interests or where this may adversely affect the efficient discharge of your duties.

5 Hours of Work

Your working hours will be as per the applicable Policies of the Company. However, the Company reserves the right to require you to work different or longer hours and/ or at weekends or other public holidays, if necessary, for the proper performance of your duties, subject to and in accordance with applicable laws.

The Company may, by means of written notice to you, vary your normal start or finish times according to business needs and in accordance with the applicable laws.

6 Probation Period

Your employment is subject to a probation period of six (6) months from your Commencement Date. This may be extended by the Company at its sole discretion. If the Company decides to extend your probation period, you will be informed in writing. The probation period may be suspended for any period during which you are absent from work for any extended period of time. In accordance with the Company's Policies, during the probation period, your employment may be terminated at any time by you or the Company by giving one (1) month's written notice. The Company solely reserves the right to terminate your employment during the probation period by means of payment of salary in lieu of notice.

Your manager will review your performance during the probation period. If you complete your probation to the satisfaction of the Company, your employment will be deemed to be confirmed at the end of the probation period, unless notified otherwise. Your employment will continue in accordance with the terms and conditions of this Contract and the probation period will count as part of your length of service with the Company.

7 Compensation

The details of your compensation at the Company are as follows:

7.1 Salary

7.1.1 The Company shall pay to you an annual fixed salary of **INR 400,000** as set out in **Annexure I** ("**Remuneration**").

7.1.2 The Remuneration will be paid to you in Twelve (12) monthly instalments. If you join the employment of the Company after the 1st of any calendar month, compensation for the first month will be paid on a pro-rated basis.

7.1.3 The Company's salary review normally takes place annually and is subject to business needs and in accordance with the Policies. The review of salaries does not mean that there is any entitlement to an increase in salary. You acknowledge and agree that any revision or increment in your Remuneration and percentage of increment, if any, will be at the sole discretion of the Company and cannot be claimed by you as a matter of right. The Company also reserves the

right to otherwise vary, amend or modify your Remuneration.

7.1.4 Remuneration and other payouts shall be payable subsequent to the deduction of all statutory/ applicable amounts and taxes, as applicable from time to time.

In accordance with the Policies of the Company you may be eligible to receive a discretionary bonus or incentives/awards in the form of stock options, cash, deferred cash, restricted stock units or any other form (or a mixture of such forms of payment) as the Company may determine in its absolute discretion.

For the purposes above, you authorize the Company to deduct from your remuneration any monies due from you to the Company to the maximum extent permitted by applicable law. The Company will make all statutory tax and insurance deductions from your salary as required by law. Any tax payable upon any remuneration arising from your employment is for your account.

7.1.5 You agree and acknowledge that the Company may, at its sole discretion and to meet its business needs, defer the Remuneration payable to you, either wholly or partially. For the duration that the Remuneration payable to you is deferred, the Company may continue to provide certain benefits and shall make applicable statutory contributions as per applicable law.

7.1.6 The Company regards Remuneration and employment conditions as confidential between the Company and the concerned employee. You shall not divulge such confidential information relating to remuneration and employment conditions (whether applicable to you or any other employee of the Company) to another employee or third party without the prior written permission of the Company.

7.1.7 Subject to applicable laws, none of your rights to receive Remuneration or any form of compensation payable or benefit pursuant to this Contract may be assigned or transferred except by operation of law. Any other attempted assignment, transfer, conveyance or other disposition of your right to compensation or other benefits shall be null and void.

8 Relocation Allowance

If you are relocating from another city and prior approvals are received, you will receive relocation assistance as per the Company's Policy that is subject to a one (1) year repayment agreement. 6 If you voluntarily terminate employment or are terminated for cause within one (1) year of your Commencement Date in the new work location, you will repay the Company or its Affiliates all costs associated with your relocation

9 Benefits

9.1 Subject to the applicable laws, you shall be entitled to benefits as determined by the Company in accordance with the Company's Policies and practices.

9.2 The details of these benefits are available from Human Resources. Any non-statutory benefits which you receive are provided by the Company on a discretionary, non-contractual basis. The Company shall be entitled to amend or vary the terms on which such benefits are provided or to withdraw them.

10 Holidays and Leave

10.1 You are entitled to leaves in accordance with the applicable laws and Policies of the Company. As the leave year commences on 1 January your entitlement for this year will be prorated based on your Commencement Date. Any leave entitlement must be taken in accordance with the Policies. Statutory leave is deemed to be taken first.

10.2 In the event that your role is designated as "sensitive" in this context, the Company's Consecutive Leave Vacation /Absence policy stipulates that ten (10) days of your annual leave entitlement must be taken consecutively in each calendar year. This may include statutory, contractual and

designated public holidays to the extent not prohibited by law. Your Manager will advise you whether your position is designated as "sensitive".

10.3 Should you remain absent from work, without reasonable explanation, for more than seven (7) consecutive days, it will be presumed that you are no longer interested in working for the Company and have abandoned its services. This will be treated as misconduct under the applicable Policies of the Company and strict action leading up to termination may be taken by the Company In such case, you will not be entitled to any compensation other than such statutory payments that are required to be made to you under applicable laws.

11 Notice Period

11.1 Subject to the provisions of Clauses 6 (Probation), 12 (Summary Dismissal), 23 (Background checks) and 24 (Evidence of right to work, licenses, permissions, etc.), on successful completion of your probation period, either you or the Company must give 2 months' notice in writing to terminate your employment. The Company reserves the right to terminate your employment by means of payment of salary in lieu of notice. You agree that with the Company's prior written consent you may terminate your employment without notice, however you will be liable to make payment to the Company of the equivalent of your salary for any part of your notice period which you do not serve. The Company, however, reserves the sole right to waive the notice period or a part thereof, or accept payment from you in lieu of such notice period.

11.2 Notwithstanding anything stated under this Contract, your resignation shall not be effective unless specifically accepted by the Company and the Company has a right to reject/not accept your resignation on such grounds as the Company deems fit. Unless such resignation is accepted by the Company, you will remain an employee of the Company. However, nothing in this Contract shall be construed as imposing on the Company any obligation to provide work to you or as giving you the right to perform any work for the Company.

11.3 After the notice to terminate your employment has been given by the Company or you, the Company may in its absolute discretion, for all or any part of the notice period (the "**Garden Leave Period**"):

a) relieve you of any of your duties;
b) assign to you reduced or alternative duties;
c) prohibit contact and/or dealings between you and client, customer, supplier, agent, professional adviser, broker, or banker of the Company or any employee of the Company without the prior written permission of the Company; and/or
d) exclude you from any offices of the Company or Affiliates

Such action shall not constitute a breach of this Contract nor shall you have any claim against the Company in respect of such action.

During the Garden Leave Period, you shall remain readily contactable and available for work. If so requested, you shall report for work at such time and place as the Company may require.

Your obligations as an employee, including your duties of fidelity and confidentiality, will continue throughout the Garden Leave Period. Salary and other contractual benefits shall continue to be paid or provided despite such suspension and/or exclusion provided you comply with the terms of your employment including under this Contract and/or other Policies.

11.4 Upon termination of your employment for whatever reason, you shall immediately return all property whatsoever belonging to or provided by the Company or any of its Affiliates or by third parties as a direct or indirect consequence of your employment, which is in your possession and/or control, including without limitation credit cards, security pass, laptops, hard and/or soft copy documents, disks (and other means of storing or recording information) and any other Confidential Information as defined in Clause 15 (Confidentiality), you shall not retain or take any copies thereof without the prior written consent of the Company. You must return to the Company all Confidential Information and property (including documents and tangible items) which belongs

to the Company or any of its Affiliates or their respective clients which contains or refers to any Confidential Information and which is in your possession or under your control.
In the event you are working from home at the time of termination of your employment, you may be required to return Company property in the manner prescribed under the Policies relating to work from home, or as otherwise required of you.

12 Summary Dismissal

12.1 Notwithstanding the above, he Company reserves the right to terminate your employment without prior notice or payment in lieu of notice, if you act in contravention of the terms of this Contract or if you are guilty of any act of misconduct, including as may be prescribed under applicable laws or under any Polices of the Company, including but not limited to the Disciplinary Policy, without prejudicing any other rights and remedies available to the Company under such applicable laws.

12.2 You agree and acknowledge that the acts of misconduct included in the Policies are merely indicative and do not comprise an exhaustive list of acts of misconduct which may result in the immediate termination of your employment.

12.3 In the event of termination of your employment by the Company for misconduct, the Company would make all payments due to you up to your last working day, less any amounts due from you to the Company, including all applicable statutory payments, and such payments shall be deemed to be in discharge of all liabilities and obligations of the Company towards you and you shall not be entitled to claim any further amounts from the Company.

13 Suspension

The Company reserves the right at any time during your employment to exclude you or prevent you from accessing the premises of the Company and require you not to attend work and/or not to undertake any or all of you duties, with or without pay, where the Company determines for reasonable reasons that it is necessary to suspend you from duties ("**Suspension Period**").

During the Suspension Period, you continue to be an employee and shall remain readily contactable by the Company and, if so requested, you shall report for work at such time and place as the Company may require. Your obligations as an employee, including but not limited to your duties of fidelity and confidentiality in accordance with applicable law and policies will continue through the Suspension Period.

14 Office and Authorisations

You are not to commit the Company to any other party outside of your authorised limits, which will be notified to you. Upon the termination of your employment (for whatever reasons), or at any time during your employment, including during notice period, as required by the Company, you will do all things necessary to resign from or terminate all offices, positions and authorisations with the Company and any Affiliates, without any entitlement to compensation. Further, it is reiterated that, pursuant to the cessation of your employment, you will not at any time represent yourself as having any connection with the Company, save as a former employee.

15 Confidentiality

15.1 In addition to the obligations on you under this Employment Contract, you will, throughout your employment with the Company, be bound by Policies, procedures, manuals or circulars, including the Code of Conduct, relating secrecy or confidentiality (as may be amended by the Company from time to time). Any breach of the obligation as set out in this Clause may, in particular, lead to the immediate termination of the employment, without notice or payment in lieu thereof to you.

15.2 You acknowledge that, as an employee of the Company, you will have access to Confidential Information. You undertake to hold such Confidential Information in a fiduciary capacity for the benefit of the Company. You undertake to use such Confidential Information for the purpose of performing your duties as an employee of the Company. Further, you undertake to observe the

strictest secrecy in all matters pertaining to the Company, Affiliates, its clients, and not to divulge or disclose at any time Confidential Information received as an employee of the Company to any unauthorised person during or after your employment. The Company prohibits the use of Confidential Information for your own benefit or for the benefit of any other person, firm or entity or for any purpose other than in connection with the terms of your employment, including any commercial use. This includes not divulging Confidential Information concerning the Company and Affiliates, their operations or employees to any other employee unless you are sure of their right to receive it. Further, you undertake to ensure that all Confidential Information disclosed for your use is protected against theft, modification, and unauthorised disclosure or access.

15.3 Without foregoing the generality of the above, you acknowledge and agree:

(a) not to create copies, extracts, logs, records, abstractions or create other derivative works of the Confidential Information, or based on or in relation to the Confidential Information, save for where copies are made for the purpose of supplying Confidential Information to persons to whom disclosure of Confidential Information is expressly agreed to in writing by the Company and you pursuant to your terms of employment; and

(b) not to distribute, transmit, disassemble, reverse engineer or utilize any part of the Confidential Information provided by the Company in any manner, other than as expressly agreed to in writing by the Company and you pursuant to your terms of employment.

15.4 You must immediately intimate the Company in the event of any unauthorised disclosure of Confidential Information or actual or suspected loss, theft, unauthorised access, use or disclosure or any breach of confidence by any person to whom you have divulged all or any part of the Confidential Information and you will take all requisite steps to minimise the unauthorised disclosure and immediately return to the Company all such information and materials, in whatsoever form, including any and all copies thereof. Further, you will also provide the Company all reasonable assistance in connection with any proceedings which the Company may institute against such person for breach of confidence.

15.5 You shall not disclose any/all Confidential Information other than Confidential Information that:

(a) You are required to disclose in the course of your duties as an employee of the Company; or

(b) You are required by applicable law to disclose; or

(c) that is or comes into the public domain other than through your unauthorised disclosure.

Without limiting the Company's rights, you must provide assistance reasonably requested by the Company in relation to any proceedings which the Company or any Affiliates may take, or threaten to take, against any person or entity for unauthorised use, copying or disclosure of Confidential Information.

15.6 You must not remove from the Company's premises at any time without proper advance authorisation any property (including documents or tangible items) which belongs to the Company or one of its Affiliates or their respective clients, or which was provided to the Company or any of its Affiliates by a third party, or which contains any Confidential Information. You must, if requested by the Company, delete all Confidential Information from reusable material and destroy all other documents and tangible items which contain or refer to any Confidential Information which is in your possession or under your control.

15.7 For the purposes of this clause, Confidential Information means:

a) all confidential information including, but not limited to: (i) trade secrets and confidential know-how; and (ii) financial, accounting, marketing and technical information and plans, client and supplier lists, technology, operating procedures and policies, price lists, databases, source codes and methodologies and employee or remuneration data, templates, research, analysis, advices, work products, contracts, operations, manuals,

internal documentation, software, source codes, application programming interfaces, user interfaces, business strategies, program documentation, designs, drawings, marketing and product information, promotional material, records, improvements, inventions, licenses, sales and other techniques, recruitment strategies, financial statements, profit margins and any other information related in any way to present or future business, financial position, operation, management, and/or other affairs of the Company or any other information which is designated confidential, or is, by reasonable inference from its nature or the circumstances of its disclosure, evidently confidential and any other business data of which you become aware or which you may generate (both before and after the day this Contract is signed) in the course of, or in connection with, your employment with the Company (including confidential information belonging to a third party);

b) all information related to Salary (Clause 2) and your employment conditions under this Contract read with the Policies of the Company; and

c) All copies, notes and records based on or incorporating the information referred to in paragraph (a), but does not include any information that was public knowledge when this Contract was signed or became so at a later date (other than as a result of a breach of your obligation under this Clause).

15.8 The terms of this clause shall continue to operate and apply after the termination of your employment without limit in time, except in relation to information that is part of your general skill and knowledge but is neither a trade secret nor Confidential Information.

15.9 The obligations contained in this clause would supplement the terms of any confidentiality agreement that you have signed or may be required to sign.

16 Intellectual Property Rights and Moral Rights

16.1 You:

a) agree and acknowledge that all Intellectual Property Rights created or conceived by you during the course of your employment with the Company, as the case may be, shall be the sole and exclusive property of Company, from the time of creation and you shall have no right or interest in the Intellectual Property;

b) agree to do everything necessary to assign to the Company all Intellectual Property Rights (upon their creation) which arise as a result of you performing your duties under this Contract (including all present and future copyright and copyright revivals and extensions);

c) hereby grant to the Company a worldwide, enterprise-wide, perpetual, unlimited right and license in the Intellectual Property Rights, to use, modify, improve, interpret, compile, recompile and further sub-license the Intellectual Property Rights for any purpose of the Company and without identifying or seeking your consent, to the extent that the assignment of the Intellectual Property Rights is held unenforceable under applicable law for any reason;

d) agree and acknowledge that the assignment and/or license to the material in favour of the Company will not lapse or revert to you pursuant to any applicable law solely on account of the Company's failure to use or exercise its rights in any of the Intellectual Property Rights;

e) acknowledge that you may have Moral Rights in respect of Intellectual Property Rights which cannot be assigned, and in so far as you are able, you waive your Moral Rights in respect of the Intellectual Property Rights and agree never to assert any and all your present and future Moral Rights that you may have in any of the materials or, with respect to any intellectual property, to which you may be entitled under any applicable law or any relevant jurisdiction, even after termination of your relationship/engagement with the Company and undertake to not initiate any legal proceedings to enforce any such Moral Rights;

f) voluntarily and unconditionally consent to all or any acts or omissions by the Company, or persons authorised by the Company, which would otherwise infringe your Moral Rights in respect of any Intellectual Property Rights;

g) agree to disclose to the Company everything in which Intellectual Property Rights may subsist; and

h) agree to do all things reasonably requested by the Company to enable the Company to exploit and further assure the rights assigned, and consents given, under this clause.

16.2 You agree that all services provided by you under this Contract shall constitute 'work for hire' at the instance of the Company in accordance with Copyrights Act, 1957, as amended from time to time. You will not lay any claim to the rights, even after the cessation of your employment with the Company.

16.3 You shall indemnify the Company for any loss, damage, expenses or infringement should you misuse or allow others to misuse the Company's Intellectual Property Rights and arising as a result of the usage of any patent, trademark, label, design or application, including software program and applications. The Company shall also have a right to recover any damages incurred on account of any misrepresentation of your job responsibilities, misappropriation of funds by you, or any act done by you which is against the Policies as laid down by the Company from time to time. You shall indemnify and keep the Company indemnified to extent of such loss as may be suffered by the Company.

16.4 For the purposes of this clause, Intellectual Property Rights means and includes:

a) patents, copyright, registered designs, trademarks and the right to have confidential information kept confidential;

b) the result of all work undertaken by you (whether or not copyrightable) and all patentable and unpatentable inventions, discoveries, and ideas (including but not limited to any computer programs, applications and/or process);

c) all documents, software, photographic or graphic works of any type, any other materials in any medium or format which are created by you or on your behalf by the Company;

d) Confidential Information;

e) original works, improvements, enhancements, processes, methods, techniques, formulas, databases, business methods, computer programs, software (including object and source code), discoveries, ideas and inventions;

f) any application or right to apply for registration of any of those rights, created or generated by you (whether alone or with any other persons) in the course of, in connection with or arising out of your employment with the Company including Intellectual Property Rights created before this Contract is signed; using, to any extent, the Company's or Affiliate's property, computer systems or resources or Confidential Information; and/or outside working hours or outside the workplace.

16.5 For the purposes of this clause, Moral Rights means the following rights in respect of any Intellectual Property Rights:

a) the right of integrity of authorship (that is, not to have a work subjected to derogatory treatment);

b) the right of attribution of authorship of a work; and

c) the right not to have authorship of a work falsely attributed, and any other similar right capable of protection under the laws of any relevant jurisdiction.

16.6 You must give the Company all assistance as reasonably sought by the Company including

signing all documents and supply all information, data and information as the Company requires from time to time (including after termination of your employment) to enable the Company to perfect its legal rights or to exploit any intellectual property created by you.

16.7 You acknowledge that, except as provided by applicable law, no further remuneration or compensation agreed herein, is or may become due to you in respect of your compliance with this clause 16.

16.8 The obligations on you in this clause continue to apply to you following the termination of your employment for whatever reason.

17 Data Protection Policy

17.1 You acknowledge that you have read and understood the Personal Information Collection Statement ("**PICS**") annexed to this Contract in **Annexure II** and agree to the collection, holding handling, processing, retention and transfer of all personal data, either manually or electronically, held in respect of you in accordance with the PICS.

17.2 In accordance with the prevailing data protection laws in force on the date of this Contract (or as amended from time to time thereafter), you consent to the Company collecting, holding, recording, processing, using, disclosing, sharing and transferring to third parties and associate companies (whether within India or outside), personal data such as residence address, telephone number, photograph, educational qualification, details of relatives, all employment related and compensation related information, government issued identification and related information (" **Personal Data**") and any sensitive personal data or information i.e., passwords, financial information, sexual orientation, physical / mental health condition, medical records or biometric information ("**SPDI**"), relating to you, held either electronically or manually, and/or collected during the course of your employment or at the time of appointment, for the purpose of the Company's administration and management of its employees, its business and for compliance with applicable procedures, laws and regulations, as detailed under PICS. Further, all Personal Data and SPDI collected/provided by you at the time of appointment/during the course of the employment with the Company, will be handled in accordance with the Company's internal policy that may be framed from time to time in this regard, and applicable law. Further, you agree to intimate the Company of any change in your data within seven (7) working days.

17.3 You also consent to, in accordance with applicable law, the transfer, storage and processing by the Company of such data within or outside India, where the Company may have its offices or to the Affiliates and/or any third party, whether located in India or in any other country.

17.4 Furthermore, in the event of a change to the applicable data protection laws in India, you hereby expressly consent to continued use, storage, collection and disclosure of their information including personal information by the Company or such third parties to the fullest extent permitted under such applicable law. The Company may reach out to you for obtaining additional consents and approvals as required under the amended law and you will be required to comply with such requests.

17.5 You agree that the Company may share your data with government agencies mandated under the law to obtain information for the purpose of verification of identity, or for prevention, detection, investigation including cyber incidents, prosecution, and punishment of offences. The Company may also, disclose your data to any third party pursuant to an order under the law in force, for instance, when responding to summons or similar legal process, to protect against fraud and to otherwise co-operate with law enforcement or regulatory authorities.

17.6 You agree that the Company may retain the Personal Data collected from you in accordance with the terms of the PICS and the Policies of the Company, and may be retained by the Company for as long as it is required for the purposes set out in the PICS or permitted under applicable law.

18 Dealings in Investments

18.1 Without prejudice to the generality of any other provision of this Contract, any personal dealings

in investments must be in accordance with the BNY Mellon's Personal Securities Trading Policy. This Policy is posted on the Company intranet and is subject to amendment from time to time. Guidance concerning how this policy affects you will be provided during your Company induction process.

18.2 The Volcker Rule places restrictions and limits on investments by the Company and its employees, including their Immediate Family Members, in certain funds that the Company sponsors. Holdings of funds over which you have indirect ownership or control will generally be attributed to you. The funds affected fall into two groups: Covered Funds and Foreign Public Funds.

18.3 For the purpose of this clause, "Immediate Family Members" includes an employee's spouse, domestic partner and unemancipated children (including stepchildren, foster children, sons-in-law or daughters-in-law), whether or not they live in the same household as the employee. In addition, it includes the following relatives who are living within the same household as the employee: children (including stepchildren, foster children, sons-in-law and daughters-in-law), grandchildren, parents (including step-parents, mothers-in-law and fathers-in-law), grandparents, and siblings (including brothers-in-law, sisters-in-law and stepbrothers and stepsisters).

19 Covered Funds

19.1 Employees and their Immediate Family Members can only retain their investment or re-invest in a Covered Fund sponsored by the Company if an employee was directly providing Qualifying Services to the Covered Fund at the time of investment. Generally, "Covered Funds" under the Volcker Rule fall into three categories:

19.1.1 Hedge funds, private equity funds and venture capital funds – these are funds that avoid mutual fund registration under Sections 3(c)(1) or 3(c)(7) of the U.S. Investment Company Act because they are offered privately (i.e. are not registered) and are either owned by qualified investors or by 100 or fewer accredited investors.

19.1.2 Foreign equivalent funds – these are funds organized and offered outside of the U.S. that would be the foreign equivalent of the above funds (i.e. not registered or publically offered).

19.1.3 Commodity pools – these are funds unregistered and exempt under U.S. Commodity Futures Trading Commission regulations..

19.2 As an employee of the Company, if you did not provide Qualifying Services to a Covered Fund that the Company sponsored at the time of your investment, you will be required to liquidate any investment made by you or your Immediate Family Members in the Covered Fund. Once you become an employee of the Company, the list of the Company or Affiliate sponsored funds will be available on our internal website.

19.3 "Qualifying services" mean investment advice or investment management services to the Covered Fund or services that enable the provision of investment advice or investment management, such as oversight and risk management, deal origination, due diligence, administrative or other support services.

20 Foreign Public Funds

20.1 There is no absolute restriction on employees or Immediate Family Members investing in a Foreign Public Fund ("FPF"). Ownership limits do, however, apply and circumstances could arise in which employees or their Immediate Family Members are required to divest from an FPF. Generally FPFs, under the Volcker Rule, are Non-US funds that are authorized to sell to retail investors (i.e. the general public).

20.2 You agree that you will comply with the requirements of the Volcker Rule outlined above and to

provide full disclosure of your investments in order to enable the Company's compliance with the Volcker Rule and other applicable laws and regulations.

21 Code of Conduct

21.1 You are bound by The Bank of New York Mellon Corporation's Code of Conduct ("**Code of Conduct**") and any other Policies concerning conduct that the Company may adopt.

21.2 The Code of Conduct and any other Policies may be changed from time to time. Breach of the Code of Conduct or any of these Policies may lead to disciplinary action, up to and including dismissal from the Company.

21.3 You will have access to a copy of the Code of Conduct on joining.

22 Policies and Procedures

22.1 You shall abide by the policies, procedures, guidelines, communications, codes, rules and regulations of the Company, including but not limited to any applicable policy of the parent/group company/Affiliates as may be amended from time to time at the discretion of the Company (together the "**Policies**"). The Policies, as they presently stand and as may be modified from time to time, shall form an integral part of this Contract and the employment relationship between you and the Company.

22.2 You shall abide by and implement such rules as are applicable from time to time including, but not limited to the following:

22.2.1 Not transferring or granting any gift or payment to governmental officials to obtain business or otherwise violate related Indian laws & regulations; and

22.2.2 Not soliciting or accepting, directly or indirectly, any commission, share in profits, presents or gratuities from any party dealing with, or seeking to deal with the Company or its affiliates, all as set forth from time to time in the Policies of the Company, and laws and regulations applicable to the Company and its employees from time to time.

22.3 Specifically, you shall always comply with the Policies of the Company concerning use of facilities and resources of the Company and shall not use the same for other commercial purposes or for any personal gain.

22.4 The Company prides itself as a Company with the highest level of ethical conduct in dealing with customers, dealers, vendors, suppliers, subcontractors, staff or the like by whatever name called. As part of your association with the Company, it is important that you fully understand this philosophy and the policies governing it. You shall maintain the utmost discipline and good conduct when dealing with your colleagues, customers etc. The Company values every employee as an individual and an asset of the Company and will not tolerate any objectionable behaviour including, however not limited to, verbal abuse, sexual harassment, gender discrimination, misuse of Company property, theft, cheating or any such act of any individual or body of individuals.

22.5 You agree and acknowledge that you may be required to comply with certain additional Policies, email instructions and/or internal directions in the event you are working from home, as issued the Company in accordance with applicable laws, regulatory frameworks and internal business decisions

22.6 The Company reserves the unilateral right to amend or vary any policy, regulation or circular at any time.

22.7 You also agree to comply with the Company's training requirements and to personally complete all training as required by the Company in order to ensure compliance with the Company's Policies.

23 Background Checks

23.1 Your employment is subject to the Company obtaining or receiving employment references satisfactory to it and such academic or other references, as it deems appropriate.

23.2 As per business requirements and financial services industry regulations, the Company is required to complete background verification for all its employees. The Company reserves the right to use an outside agency to execute the same. Your employment and continued employment is subject to the successful completion of this procedure. Similarly, you will be required to undergo a Drug Test, in accordance with the applicable laws. Your employment and continued employment is subject to the successful passing of the Drug Test.

23.3 The provision of this Clause **23**, shall not be subject to the passage of time and the fact that either party has commenced performance of this Contract (including the payment of salary) shall not be taken as a waiver of the above mentioned conditions and the Company reserves the right to terminate your employment (to the extent it is deemed to have commenced) forthwith if the above conditions remain unsatisfied despite good faith attempts by the Company to complete them.

24 Evidence of right to work, licences, permissions, etc

This Contract is subject to you obtaining and maintaining the necessary licences, accreditations, certificates, work permit, visa, permission or registrations, (a) you are required to possess by any relevant professional or regulatory body or statute, rule or regulation in order to perform your duties under this Contract or (b) the Company requires you to possess (the "**Permissions**"). The Company reserves the right to terminate your employment immediately without any requirement to give compensation to the extent not prohibited by law, should you fail to obtain and maintain any such Permissions.

25 Restrictions

You agree to comply with the restrictions set out in the Restrictions Schedule attached to this Contract in **Annexure III** and forming part of Contract.

26 Representations and Warranties

You represent and warrant to the Company that:

a) You have been provided with a copy of this Contract for review prior to signing it;
b) You have reviewed the Contract and understand the terms, purposes, and effects of this Contract;
c) You have signed the Contract only after having had the opportunity to seek clarifications;
d) You have not been subjected to duress or undue influence of any kind to execute this Contract and this Contract will not impose an undue hardship upon you;
e) You have executed this Contract of your own free will and without relying upon any statements made by the Company or any of its representatives, agents, or employees;
f) This Employment contract is in all respects reasonable and necessary to protect the legitimate business interests of the Company;
g) You have all requisite power and authority, and do not require the consent of any third party to enter into this Contract and grant the rights provided herein;
h) The execution, delivery and performance of this Contract by you does not and will not conflict with, breach, violate or cause a default under any contract, agreement, instrument, order, judgment or decree to which you are a party or by which you are bound;
i) Any notice period you are required to give or to serve with a previous employer has expired;
j) You are not a party to or bound by any employment agreement, non-competition agreement or confidentiality agreement with any person or entity other than the Company;
k) After the execution and delivery of this Contract by the Company and you, this Contract shall be valid and binding on you and enforceable in accordance with its terms;
l) The services performed by you and all items and/or materials furnished by you in

connection with or as a result of such services shall not infringe upon or violate the personal, civil, or property rights, or the rights of privacy of, or constitute a libel, slander, or unfair competition against or violate or infringe upon any common law right, copyright, trademark, trade name, or patent, or any other right of any person or entity;

m) You will not execute any instrument or grant or transfer any rights, titles, and interests inconsistent with the terms and conditions of this Contract; and

n) You are legally permitted to be employed in India and have obtained all necessary Permissions.

27 Indemnity

You hereby agree to indemnify, defend and hold harmless the Company, from and against any and all losses, suffered or incurred by the Company as a result of your service in the Company, and which arise out of, or result from or are connected with (i) any event which occurred during the employment with the Company, whether discovered then or subsequently; or (ii) any misrepresentation in, inaccuracy in or breach of any of the representation and warranties provided by you.

28 Notice

28.1 All notices and other communications given or made under this Contract or the Policies shall be in English and in writing and shall be given by personal delivery, pre-paid registered mail or courier with proof of delivery, addressed to the relevant party at the address, or by way of email sent to the email address set out below.

If to the Company:

Registered Address:

BNY Mellon International Operations (India) Private Limited

Tower S3, Cybercity, Magarpatta City

Hadapsar, Pune – 411013

If to the employee:

Permanent Address:
Permanent: 14-b, shivgiri varsha complex, Thane
Mumbai, Maharashtra 421501

Telephone: **91-8149751591**

Personal Email: **nishita.shinde.ns@gmail.com**

28.2 You acknowledge that you control, and will regularly check the above email address, and that any notice sent by email to you will be deemed to have been received twenty four (24) hours after it is sent out from the servers of the Company addressed to the above email address.

28.3 You may change or supplement the addresses given above, for purposes of this clause, by giving the Company written notice of the new address in the manner set forth above.

28.4 To avoid ambiguity, it is clarified that any documents or agreements may be executed by way of electronic or digital signatures, or by other legally recognized means, and that any documents or

agreements sent by way of email shall be considered to have been properly delivered.

29. General

29.1 This Contract forms your terms and conditions of employment with the Company and replaces any previous agreements or arrangement governing your employment with the Company or any other company within the Company or its Affiliates, however, any Company Policies as per Clause 22 above, shall override the terms and conditions contained herein, to the extent they are not contrary with any applicable laws.

29.2 This Contract is contingent upon the representation that you are not subject or party to any agreement, understanding or undertaking that would prevent or restrict you from performing your duties with the Company or working with or on behalf of any customers of the Company or Affiliates. In addition, this offer is contingent upon your representation that your employment with the Company does not violate any agreement, understanding or undertaking with any prior employer.

29.3 **Change of terms:** The Company reserves the right to reasonably change the terms and conditions of this Contract and the Policies of the Company, as may be required from time to time. Any such change will be notified in writing.

29.4 **Severability:** Each provision of this Contract is severable and distinct from the other and if at any time one or more of such provisions, or part of such provision(s), is or becomes invalid, void and/ or illegal, the enforceability of the remaining provisions, or part thereof, shall not in any way be affected or impaired thereby.

29.5 **Assignment:** You shall not transfer, assign or otherwise convey this Contract and all or any of its rights and obligations hereunder to any party, except with the prior written permission of the Company.

29.6 **Authorisation to notify new employer:** In the event of cessation of your employment, you hereby grant consent to the Company to notify any new employer and/or any third party about your obligations under this Contract. If necessary, the Company has a right to disclose this Contract to any new employer or third parties.

30. Governing Law

30.1 If any dispute arises between the Parties hereto during the subsistence of this Employment contractor thereafter, in connection with the validity, interpretation, implementation or alleged material breach of any provision of this Contract or implementation or alleged material breach of any provision of this Contract regarding a question, including the questions as to whether the termination of this Contract has been legitimate, such dispute shall be referred to arbitration in accordance with the provisions of the Arbitration and Conciliation Act, 1996. A sole arbitrator shall be appointed jointly by the Parties within Thirty (30) days of either Party requesting the other to suggest or approve a sole arbitrator. If the Parties fail to agree on a sole arbitrator within the Thirty (30) days period abovementioned then any of the Parties may request the relevant court in accordance with the Arbitration and Conciliation Act, 1996 to appoint the arbitrator. Such arbitration proceedings shall be conducted in English and be held in the employee's allocated work location(and in any case either in Pune or Chennai only where the Company has offices) and the award of the arbitrator so appointed shall be final and binding.

30.2 This Contract and any other amendments thereto shall be governed by, construed and enforced in accordance with the laws of India. Subject to Clause **30.1,** the courts of either Maharashtra or Tamil Nadu (as per employee's allocated work location) will have exclusive jurisdiction over any dispute arising from or in connection with this Contract.

31. Counterparts

This Contract may be executed in any number of counterparts, each of which when executed by both the Parties shall constitute an original but all of which shall constitute one and the same

instrument.

This offer of employment expires seven **(7)** days from the date of this Contract, unless permitted to be extended at the sole discretion by the Company, thus you are requested to sign and return this Contract within seven **(7)** days from the date of this Contract. You will also be required to sign and return all the annexures attached to this Contract and they remain valid and binding on you.

Yours sincerely,

For and on behalf of
BNYM INTL OPS (INDIA) PVT LTD

Rutu Vijapure
Global Director of Recruitment - India Recruiting

Acknowledgement

I, Nishita confirm that I have read, understood and accepted the terms and conditions of my employment as set out in this Contract.

I further agree and acknowledge that: (i) I have been provided with a copy of this Contract for review prior to signing it; (ii) I have reviewed it and that I understand the terms, purposes and effects of this Contract; (iii) I have signed the same only after having had the opportunity to seek clarifications; (iv) I have been given a signed copy of this Contract for my own records; (v) I have not been subjected to duress or undue influence of any kind to execute this Contract and this Contract will not impose an undue hardship upon me. I also confirm that I have a right to reside and work in India.

Signed:

.....

Date:

.....

Annexure I

Compensation Breakup		
Name	**Nishita Shinde**	
Designation	**Intermediate Representative, Cash Management**	
Grade	**F**	
Salary	Per Month	Per Annum
*Basic	13333	160000
HRA	6667	80000
Special Allowance	9222	110667
LTA	1111	13333
Telephone Allowance	3000	36000
**Conveyance Allowance	0	0
Fixed Pay	**33333**	**400000**

Note:
** Conveyance Allowance (CA) is applicable only for differently abled people. The CA amount upto INR 3,200 p.m. will be adjusted / carved out from special allowance.

Employer Provident Fund calculation method for Indian Nationals
* If Basic Salary is < INR 15,000 p.m, Employer PF = INR 1,800 p.m, or 12% of (*Monthly Gross Fixed Pay less House Rent Allowance) [whichever is lower]
* If Basic Salary is > INR 15,000 p.m, Employer PF = 12% of Actual Basic Salary p.m.

Employer Provident Fund calculation method for International Workers
Employer PF = 12% of monthly Gross Fixed Pay less House Rent Allowance

Equal Provident Fund contribution to be made by employees

Annexure II
Personal Information Collection Statement ("PICS")

A. Introduction

BNYM INTL OPS (INDIA) PVT LTD, its affiliates and agents, (collectively referred to as "the Company") collect, process, use, maintain, store and transfer your personal information for a variety of purposes relating to your employment or engagement by the Company. The term 'personal information' in this Notice refers to any information from which you can be identified either directly or indirectly.

The purpose of this Notice, as amended from time to time, is to explain how and why the Company collects, uses, stores and transfers your personal information.

By signing a Employment contract of employment or engagement with the Company, by providing services to the Company and by accessing or using the Company's systems or services, you consent to the collection, processing, use, maintenance, storage and transfer of your personal information as provided to or obtained by the Company in the course of or for purposes related to your employment or engagement by the Company.

You are providing your personal information on a voluntary basis. You have the option not to provide the Company with your personal information if you do not agree with this Notice. Further, you have the option to withdraw your earlier consent to the collection, use, processing, maintenance, storage and transfer of your personal information, provided that such withdrawal of consent is provided to the Company in writing. If you opt not to provide the Company with personal information or you withdraw consent previously provided, the Company may not be able to fulfil the intended purposes described in Section C below, and accordingly the Company may not be able provide you with benefits or to maintain your

Employment contract or engagement or to continue to use your services.

B. Categories of personal information collected

The categories of personal information that may be collected about you by the Company include:

- Basic details such as your name, date of birth, address, marital status, contact information, emergency contact details, details of your family and relatives, associates or representatives;
- Unique personal identifiers such as your taxpayer identification number, passport or identity card details, work permit and visa details;
- Information relating to your education, details of your prior employment, including remuneration details, references, details of your qualifications and experience, and information obtained through background checks;
- Records relating to your employment or engagement with the Company, including performance, productivity, sickness, health condition, injuries, payroll information, pensions information, other benefits related information, any information relating to disciplinary and grievance procedures and any other information required to be collected by law in relation to your employment;
- Details relating to any resignation or termination of employment;
- Details about your lifestyle and social circumstances;
- Details about your directorships of and involvement with other entities and your activities outside your employment;
- Your personal appearance and behaviour, including photographs and images captured by CCTV cameras;
- Details recorded in emails, IT systems, voice recordings or through Company security systems such as key card entry systems and CCTV;
- Details of any alleged, suspected or reported misconduct or criminal activity, such as breaches of Company policy, the Company Code of Conduct and applicable laws and regulations;
- Sensitive personal data or information ("SPDI") as defined under the Information Technology Act, 2000, such as passwords, financial information such as bank account details, credit/debit card information, other payment instrument details, financial information, details about your financial interests and holdings; information about your physical, physiological and mental health condition, sexual orientation, medical records and history, and biometric information.

C. Purposes

The above personal information is collected, processed, used and maintained by the Company for a variety of reasons relating to your employment or engagement by the Company, including but not limited to the following: background checks; practice licensing and certification; immigration; visa and work permits; recruitment; remuneration; entitlements; benefits; incentives; leave; payroll; pensions; severance; retirement (if applicable); accounts and expenses; auditing; performance management; appraisals; work productivity; employee engagement initiatives; promotion; surveys; compliance with Company policies, Code of Conduct and internal regulations; sickness; fitness for work; workplace injuries; health and safety; attendance; workers' compensation issues; career development; relocation; assignments; employee transfers; secondments; travel; insurance; business mergers; business acquisitions; business transfers; business continuity; due diligence; legal, judicial, governmental and regulatory compliance; tax administration and compliance; union membership, representation, consultation and negotiations; contact for work purposes and for emergencies; Company events; mentoring; counselling; employee assistance; employee wellbeing; complaints; employee relations; misconduct; monitoring; surveillance; use and performance of company systems; internet activity; investigations; security; crime prevention; e-discovery; collection of evidence; document retention requirements; overseas Affiliates' compliance with foreign laws and cooperation with overseas regulators; disciplinary action; termination and post-termination matters; outplacement services; employment certification; employment references; and other purposes related to or connected with the above.

D. Disclosure and transfer of personal data

For the above purposes, your personal information may be transferred within or outside the location where you are employed or perform work either within the Company or to third parties, including but not limited to the following:

- any holding company, subsidiary, affiliate or any other associated entity of the Company;

- any third party including but not limited to suppliers and service provides, payroll agents, labour law consultants, government departments, travel agencies, actuaries, fund managers, banks, insurers, insurance brokers, credit reference agencies, pension providers, trustees, auditors, legal and tax advisers, investigators, medical practitioners, IT personnel, business consultants, professional advisers, courts and tribunals, law enforcement agencies, regulatory authorities, current, past or prospective employers, employment and recruitment agencies, educators and examining bodies, mentors, counsellors, outplacement service providers, your family, associates and representatives.

Currently, the Company may share your data with one or more of the following companies. The list will be updated whenever there is a change in vendors.

Hewitt, Mercer,Towers Watson Ikya Human Capital Solutions Pvt. Ltd.,Quest Career Solutions, Reis Staffing & HR Services Pvt. Ltd., Vitasta Consultancy, Manpower Professional, Ma Foi Management Consultants Ltd., Optimum Solutions, TD Newton & Associates, Fortune, Executive Search, Elixir, Covenant, Transearch, Team Legist, Cojai, Paysquare Consultancy Pvt.Ltd., Vantange Insurance Brokers Pvt Ltd, Database check, Payfront Technologies India Private Limited, Aon Services India Limited.

The Company may disclose personal information when required by law or court order, or as requested by any government or law enforcement authority or agency, or in the good faith that disclosure is otherwise necessary or advisable including and without limitation to protect the Company's or any of its affiliates' rights or property, or in circumstances which the Company or its advisers consider it to be appropriate or related to any of the purposes for which the personal information is collected.

E. Retention of personal information

It is the Company's policy to retain personal information of both current and former employees and contractors only for as long as the Company believes it to be necessary for the purposes for which the personal information was collected, subject to any legal requirements for the data to be retained for longer. The Global Records Management Policy I-D-200 and Corporate Records Retention Schedules provide a framework for managing company Records. Details of specific records retention periods are available on the Company's Record Management intranet site accessible on MySource. The Information Protection Policy I-N-310 and related policies, standards and guidelines provide a comprehensive, risk-based approach to the control, processing, storage, transmission and communication of Company information, including personal information.

F. Information security

The Company takes the protection of your personal information very seriously. The Company has appropriate organizational and technical measures in place, as required by law, to ensure the security of the personal information it collects.

The Company restricts access to your personal information to those parties who need to access such personal information in relation to the purposes specified above. When the Company shares or transfers your SPDI in accordance with this Notice, it takes reasonable efforts to ensure that the transferee maintains or adopts security practices and procedures which are at least as stringent as the security practices and procedures followed by the Company.

The Company endeavours to take all reasonable and appropriate steps to keep secure any information which it holds about you and to prevent unauthorized access. You acknowledge that such steps are never 100% secure and that the Company cannot provide any guarantees regarding the security of your personal information. To the fullest extent permissible by applicable law, the Company disclaims any liability in relation to any breach of security or unintended loss or disclosure of information in relation to your personal information.

G. Rights in relation to your personal information

You can update your basic personal information, such as your address, through the Employee Self Service which is available through MySource.

Please contact your Human Resources Business Partner or the Grievance Officer to enquire about your rights in relation to your personal information including your rights of access.

H. Monitoring

As stated in the Code of Conduct, you should have no expectation of privacy when using Company systems. The Company maintains the right in accordance with local laws to intercept, monitor, record, and use personal information and other data from, emails, instant messages, telephone calls and other electronic communications as well as internet access and usage via Company systems.

By signing below, you are signifying your consent to the above terms and to the collection, processing, use maintenance, retention and transfer of your personal data as set out in this Personal Information Collection Statement.

Signed:

Name:

Date:

Annexure III
"Restrictions Schedule"

1. **Non-Solicitation**

You shall not during the term of your employment with the Company or for a period of six (6) months following the date of termination of your employment by or with the Company, without the Company's prior written consent, either on your own account or on behalf of any other person or entity:

(a) directly or indirectly solicit, entice, persuade or induce any employee of the Company or of any Affiliate - as defined in your Contract to terminate or refrain from extending or renewing (on the same or different terms) such person's employment or business relationship with the Company or Affiliate. Also, you shall not authorise or assist any other person in doing the same.

(b) in competition with the "Business" (as defined below), canvass, solicit or approach or cause to be canvassed, solicited or approached for business dealings or transactions any person in the "Prohibited Territory" (as defined below) with whom you had personally dealt with at any time during your employment during the period of 12 months prior to the date of termination of your employment (the "Protected Period");

(c) solicit, induce or entice or endeavour to solicit, induce or entice away from the Company or employ or engage any person employed by the Company or by any Affiliate of the Company in any executive, managerial, technical, sales, consultative or creative capacity with whom you had material personal dealings during the Protected Period, whether or not any such person would thereby commit a breach of contract, for the purpose of being involved in a business which competes with the Business;

2. **Non-Competition**

You shall not, without the prior written consent of the Company (which consent will be withheld only insofar as the Company considers it reasonably necessary to protect the legitimate interests of the Company) for a period of three (3) months following the termination of your employment for any reason whatsoever:

(a) directly or indirectly be engaged in, carry on or be involved in and whether alone or jointly and whether as an employee, a partner or in any executive or consultative capacity in any business concern which competes with any Business in any "**Prohibited Territory**" (as defined below) as carried on by the Company or an Affiliate during the Protected Period; or

(b) either on your own account or on behalf of any other person or persons, deal with or accept instructions directly or indirectly in competition with the Business from any person or persons in

any Prohibited Territory who within the Protected Period was a client or customer of the Company or an Affiliate.

3. Definitions

For the purpose of this Restrictions Schedule:
"**Business**" means any and all businesses carried on from time to time by the Company or any part thereof, or any other business or part thereof carried on by any Affiliate which, at any time during the Protected Period, you were engaged or involved in or had rendered services for or acquired or had access to any Confidential Information pertaining thereto; and "**Prohibited Territory**" means any country or state in which any Business is carried on by the Company or any Affiliate.

4. General

You hereby acknowledge and agree that the restrictions contained in this Schedule are reasonable and necessary to protect the legitimate interests of the Company and its Affiliates. While the restrictions are considered by the parties to be reasonable in all the circumstances, it is agreed that if for any reason, any one or more of such restrictions shall either taken by itself or themselves together be adjudged to go beyond what is reasonable in all the circumstances for the protection of the legitimate interest of the Company and its Affiliates, the prohibitions shall be effected to the fullest extent permissible under applicable law. If any provision or part of a provision in this schedule is held or found to be void, invalid or otherwise unenforceable, it shall be deemed to be severed from the Clause in which it appears, but the remainder of such Clause shall remain in full force and effect.

You also acknowledge that any breach by you of any provision in this schedule is likely to cause irreparable harm to the Company or its Affiliates and their respective interests. You accept that monetary damages are unlikely to adequately compensate the Company or its Affiliates in such event and hence in the event of any actual or threatened breach of any such provision, you agree that the Company , on behalf of itself and its Affiliates shall be entitled to injunctive or other equitable relief from any court of competent jurisdiction to prevent such breach or continued breach (without being required to post any bond or other security therefore), and you expressly submit to the jurisdiction of any such court for the purpose. You also consent to the issuance by such court of a temporary restraining order to maintain the status quo pending the outcome of any substantive proceedings.

The Company shall be entitled to seek to enforce any of the above restrictions not only on behalf of itself but also on behalf of any Affiliate.

I confirm that I have read, understood and accepted the Restrictions as set out in this Schedule.

Signed:

.....

Name in Full:
Date:

Attachment

- Drug Test

Offer letter for candidate Nishita Shinde
Candidate's response "Accepted" was recorded on December 8, 2022

Business title from job requisition Intermediate Representative, Cash Management (30199)
Job offer was extended on

Electronically signed by Nishita Shinde on December 8, 2022
Electronically signed from 103.87.29.109

CTC Annexure		
Emoluments for the Assistant Manager for Pratik Barge		
COMPENSATION	**P.A. (Rs)**	**P.M. (Rs)**
Basic	90,000	7,500
Basket of Allowance	1,23,217	10,268
Bank's PF Contribution	20,186	1,682
Gratuity *	4,329	361
Location Pay	13,500	1,125
Statutory Bonus	16,800	1,400
Total Fixed Pay	***2,68,032***	***22,336***
Target Variable Pay	40,000	
Total Pay	***3,08,032***	
Benefits:		
Group Mediclaim Policy and Term Life Insurance	12,488	-
Loan Benefits	69,084	-
Total Pay + Value of Benefits	3,89,604	

- ***Location Pay*** is dependent on the posted location of the employee and is liable to change in case an employee is transferred to some other location subsequently.

Details of Benefits				
Loan Benefit Eligibility				
Type of Loan	***Eligibility***	***Loan Amount (in Rs.)***	***Rate of Interest***	***Remarks***
Housing Loan	Upon Confirmation	20,00,000	4% (Compound Int.)	For takeover loans, the repayment will be 240 months or the balance service period (in months) left, whichever is less.
Vehicle Loan	Upon Confirmation	2,00,000	6% (Simple Int.)	For takeover loans, the repayment will be the residual period of the original sanction term, or 120 months, whichever is less, with Principal and Interest instalments in the ratio of 7:3.

Note: Loan benefits cannot be encashed if not availed.

Insurance Details		
Type of Insurance	***Insurance Cover (in Rs)***	***Remarks***
Group Mediclaim Insurance Policy	4,00,000	Employee plus 3 dependants are covered under the floater policy. Additional 2 dependants can be covered for an additional premium.
Group Term Life Insurance Policy	50,00,000	Only employee is covered, a part of the annual premium is borne by the employee

The Insurance coverage under all the above policies will be available subject to completion of all formalities in connection with your appointment and fulfillment of requirements of the Insurance Company.

Mobile Benefit

You will be eligible for mobile reimbursement (Including Data Service) as per company policy.

Gratuity *

You will be eligible for gratuity payment as per the provisions of The Payment of Gratuity Act i.e. after rendering five years of continuous service with the Bank or any of the group entities.

Provident Fund

The Bank will contribute an amount equivalent to the prescribed rate towards Provident Fund. An equal amount will be deducted from your salary and paid to the Provident Fund Trust of Axis Bank Limited.

Voluntary Provident Fund (VPF)	
The Bank has a voluntary provident fund scheme wherein you will be eligible to voluntarily contribute to the Provident Fund Trust, in addition to the statutory requirement. Such contribution is eligible to earn the same rate of interest as statutory contribution.	
Other Benefits	
Variable Pay / Annual Incentive Plan (as may be applicable)	Performance linked Variable Pay will be paid as per the Company's policy. The payout will be based both on individual performance and organization's performance. Employees who are part of incentive schemes will be eligible for payout as per applicable incentive scheme and Variable Pay will not be applicable.

28 22

SG Analytics
Life's Possible

Great Place To Work. Certified SEP 2021-SEP 2022 INDIA

06 October 2022

To,
Siddhi Vishwas Dhiwar
D1/5 Kubera Colony, NIBM Road,
Near Bakers Point, Kondhwa, Pune -411048

Sub: Offer of Employment at SG Analytics Pvt. Ltd.

Dear **Sidhhi,**

Further to the discussions we have had with you, we are delighted to make you a formal offer to join SG Analytics as "**Associate Analyst**".

We have been very impressed by your knowledge & skills exhibited during the interview process and are confident that you will find working in SG Analytics an inspiring, enjoyable and rewarding career choice. SG Analytics is a fast-growing Research & Analytics service provider company and offers professionals like you an excellent platform to demonstrate their capability and develop their careers. As such, we are convinced that you have both the skills and personal attributes to succeed at SG Analytics.

The details of our offer of employment are attached. Kindly indicate your acceptance by signing and returning a copy of the offer.

Sidhhi, we sincerely welcome you and look forward to working with you.

Best Regards,
For SG ANALYTICS PVT LTD

Kiran Bala.

Dr. KIRAN BALA
Chief People Officer

SG Analytics
Life's Possible

Great Place To Work Certified

TERMS OF OFFER

The purpose of this letter is to outline the compensation, roles and responsibilities and other aspects of the offer being made to Siddhi Vishwas Dhiwar

Position & Joining Date

- Your title will be "Associate Analyst"
- You will report to the Associate Project Manager
- You will be based at our office located in Pune, India. You may be required to travel based on business needs
- Your date of joining will be 07 October 2022
- The terms of your offer will be subject to the positive feedback of your reference check made by SG Analytics

Responsibilities

As "Associate Analyst" your responsibilities amongst others may include:

- Conduct data research of companies and contribute in data aggregation process
- Support in company screening and classification
- Work closely with the senior analyst to ensure timely and accurate data research
- Ensure absolute quality and timely delivery of targets that may be assigned to you. Zero factual errors, Attention to detail, On time delivery, Value addition to project, Demonstrate excellent English writing skills
- Maintain confidentiality and adhere to organization policies and procedures
- Responsible for ensuring and improving the performance, productivity, efficiency and the delivery
- Actively discover and raise issues in work (including system, process, and collection methodology) and propose enhancement suggestion to further improve system functionality, process efficiency and data quality.
- Knowledge contribution towards client collaterals

Compensation

- Your total gross fixed salary will be **Rs. 375,000 /- (Rupees Three Lakh Seventy Five Thousand Only Per Annum)**. Please refer to Annexure below for breakup

- In addition, you will be eligible for a performance linked variable pay up to Rs. 25,000/- payable after completion of one year from your Date of Joining, subject to you being on rolls of the company and not serving your notice period.

- Your fixed salary shall be paid monthly

SG ANALYTICS PRIVATE LIMITED
Registered and Head Office: 601 & 602, 6th Floor, Wing 2, Cluster C, EON Free Zone, Kharadi, Pune 411014, Maharashtra, India
Tel +91 20 6730 7200 | PAN No: AAKCS7498H | CIN No:U74140PN2007PTC145594

New York | Seattle | San Francisco | Austin | London | Zurich | Pune | Hyderabad
info@sganalytics.com | www.sganalytics.com

MINDPOOL TECHNOLOGIES

PROVISIONAL OFFER LETTER

23

Letter Release Date: 30/09/2021

Dear Ms. Sneha Hiraman Vavale,

Mindpool Technologies Ltd. is pleased to offer you a Provisional Offer for the position of "**Interview Coordinator**". You will be appointed at the client location.

The CTC (Cost to Company) being offered to you for this position is **Rs. 31100 Per Month**. Please find annexure-1 on page-2 for CTC Break-up in details.

Date of Joining on: 04/10/2021
Base Location: Pune
Work Location: ZS Associates Pvt Ltd
World Trade Centre, Tower 3,
Kharadi, Pune-411014,
Maharashtra, India.
Contract End: 6 months

Please note : This Offer letter shall automatically stand withdrawn in case we do not receive your acceptance within two days from issue of this letter

Pre-Onboarding Guidelines

We at Mindpool Technologies feel pre-on boarding process to be a critical and foremost responsibility of the new joiner hence to simplify it, we would request you to follow the process mentioned below:

Joining Document Type	Keep file name of your document as per below (No spaces allowed)	Remarks
Last Two Companies Relieving / Experience Letter (if experienced) combined in one document	Separation	All the documents shall be submitted on or before joining date else joining can't be considered. All the documents should be submitted in soft copy (pdf, jpg, png) format only. One document size should not exceed 1 MB.
Last 3 Months Salary Slip combined in one document (if experienced)	Salary	
Cancelled Cheque/Bank Account Information Snapshot	Bank	
Highest Education Certificate	Education	
PAN Card	PAN	
Aadhaar Card	Aadhaar	
Passport Size Photo (100*100 Pixel-Resize in Paint)	Photo	
Permanent Address Proof (Passport / Aadhaar/ Light Bill/ Rent Agreement etc)	Address	
HRIS Form	HRIS	
Form-F (Gratuity Nomination)	Gratuity	
Form-2 (PF Nomination)	PFN	
Form-11 (PF Declaration)	PFD	
Wage Nomination	Wage	

Please note that your Employment is conditional upon receipt of a satisfactory Background Check.
Appointment Letter will be issued to you only after verification of document which will have all the employment terms & conditions in details

We welcome you to Mindpool Technologies and look forward to along and mutually beneficial association.

Annexure-1: CTC Structure

	CTC Components		Amount Rs. Per Month
Fixed CTC Components	Basic Salary & DA		15550
	Housing Rent Allowance		7775
	Medical Allowance		1250
	Conveyance Allowance		1600
	Telephone Allowance		0
	Petrol Allowance		0
	LTA		0
	Meal Card Allowance (If opted)		0
	Uniform Allowance		0
	Special Allowance		1529
	(A) Gross Salary (Sum of above Fixed Components)		**27704**
Employer Contribution	**(B) Bonus (Monthly Amount Paid in Salary)**		**1296**
	Provident Fund		1950
	Welfare Fund (If Eligible)		0
	ESIC & Group Insurance		150
	Gratuity (Paid as per Gratuity Act)		0
	(C) Employer Contribution Total in CTC		**3396**
	(D) Variable Salary (Performance Based-Paid Annually)		**0**
	(A+C+D) Total Cost To Company		**31100**
Employee Deduction	Provident Fund		1800
	LWF (Slab Wise) (If Eligible)		0
	PT (Slab Wise)		200
	Meal Card Allowance (if opted)		0
	ESIC (if applicable)		0
	(E) Total Employee Deduction (Excluding TDS as per Income Tax Slab)		**2000**
	(A+B-E) Net Take Home		**27000**

Notes for CTC Break-up:

Bonus/Ex Gratia: Above mentioned amount will be paid monthly in the Salary.
ESIC (if eligible): It is for medical benefit which employee gets through Govt only.
Income Tax/TDS: It will be deducted from monthly salary as per I Tax Slab/Investment declaration.
Labour Welfare Fund: Amount will be deducted as per State Act.
Profession Tax: Amount will be deducted as per State Act. For Maharashtra, in February month extra Rs.100/- will be deducted as PT so total Annually Rs. 2500.
Shift allowance: Shift Allowance amount is already adjusted in the above CTC & will not be paid extra unless Client pays it separately.
Group Mediclaim Policy: For Self (Routing) Only Emloyee will be covered in Group Medicliam Policy.

All Statutory and Regulatory deductions will be done as per the prevailing regulations. The Compensation Structure is strictly confidential and must not be discussed with anyone other than your Reporting Manager/ the Human Resources Department. Please feel free to call HRD if you have any query.

For Mindpool Technologies Ltd.

Rajwade

HR Department

24

ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384230126
Applicant ID - 5237204

16-Jul-2022

Vrushali Nanarao Hiwrale

Dear Vrushali,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384230126
Applicant ID - 5237204

16-Jul-2022

Vrushali Nanarao Hiwrale

Dear Vrushali,

We are pleased to make you an offer of appointment as Assistant Manager-II in ICICI Bank. You will be placed in PROCESS RISK & AUDIT at HYDERABAD - GACHIBOWLI_RO.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.
The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

- You shall be required to join the Bank on or before 27-Jul-2022.
- You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

a) **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
b) **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

ICICI Bank

Reference No. - 1384230126
Vrushali Nanarao Hiwrale

- **Notice Period:** In case you decide to leave the Bank's services during probation period or after confirmation, you will be required to give thirty days' notice. The Bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the gross salary for the notice period so reduced/waived off.

  After confirmation, your services would be liable to be terminated by the Bank, by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period.

- **Transfer:** The Bank shall have the right to transfer/depute you to any of its offices or ICICI group companies in India and abroad.

- **Joining Competitor:** In the event of termination of your services by the Bank or your resignation from the services of the Bank, you shall not join any Banking or Financial Services Company for a period of six months from the date of resignation/termination.

- Please note that during the course of your services with the Bank or in the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of six months from the date of such cessation, directly or indirectly, either on your own accord or on behalf or in conjunction with any other person/s, firm or company refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associate(s) to leave their current employment with the Bank/Group Companies/Business Partners to join the services of your new employer/firm/company or any other competitor of the Bank/Group Companies/Business Partners. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.
- Please note that during the course of your services with the Bank you cannot be a member of any anti-social/national outfits or of any outfit which is declared as banned by the Government. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

ICICI Bank

Reference No. - 1384230126
Vrushali Nanarao Hiwrale

- Please note that while joining the services of the Bank and during the course of your services with the Bank, you would be required to notify the Bank immediately with details of civil or criminal case/s instituted against you in any Court of Law or any complaint/show cause notice /prosecution with/by any Police Station or by any statutory authority, as also you will notify any outcome of such complaint like filing of Chargesheet /Arrest/Conviction/Acquittal/Discharge. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

- The Bank expects resolution of issue/s relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. As such please note that any attempt to bring any outside influence - directly or indirectly - upon any authority to further your interest/s in respect of matters pertaining to your services with the Bank would amount to breach of employment contract leading to initiation of appropriate action.

- Please note that during the course of your services with the Bank, you will not take part in any demonstration/agitation against the Bank and its official/s for or on behalf of any external bodies/political outfits- either as a member or as a sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of the Bank leading to initiation of appropriate action.

- **Termination of Employment:** Your services with the Bank are liable to be terminated:

  - Without assigning any reason and without giving any notice during probation period and after confirmation by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period and at any time during your services with the Bank in the event of
    a) Any breach of the conditions mentioned in this letter on your part
    b) You not successfully completing the degree programme within the stipulated timeline during the current academic year and non-submission of your certificate and mark sheet within 3 months of result announcement

    c) Any incorrect information furnished by you like:
       - Mismatch in your previous employment data even for a day
       - Mismatch in your previous pay slip
       - Fake qualification certificates etc; and

    d) Suppression of any material information by you.

    e) Any breach of the Rules and Regulations of the Bank as applicable/may be made applicable to you from time to time.

ICICI Bank

Reference No. - 1384230126
Vrushali Nanarao Hiwrale

- **General:**
  - Your appointment and continuation in employment are subject to reference checks, successful completion of your course during the current academic year and submission of your certificate and mark sheet within 3 months of joining.
  - You will be bound by the Rules and Regulations of the Bank.
  - You will keep us informed of any change in your residential address.
  - Your acceptance is taken as your understanding that the role in ICICI Bank may involve sales. You may be required to travel extensively as per the requirement of your job/role or as may be needed for the exigencies of the Bank. Also, that you further understand that your services in the Bank are transferrable in any location and profile including sales, across geographies as per organization requirements.

If you are agreeable to the above-mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

Krishna Murari
ZONAL RECRUITMENT HEAD

Digitally signed by Krishna Murari
Date: 2022.07.16 22:47:10 +05:30
Reason: Offer Letter
Location: Mumbai

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Signature of Applicant

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

ICICI Bank

Reference No. - 1384230126
Vrushali Nanarao Hiwrale

Annexure:

Remuneration:

- Your Base Salary will be Rs. 99,600/- (Rupees Ninety Nine Thousand Six Hundred only) per annum.
- You will eligible for the Performance Linked Retention Pay, as per the policy of the Bank. Please note that there is no guaranteed performance bonus, subject to however provisions of the Payment of Bonus Act 1965, wherever applicable. The performance linked Retention pay would be payable to an employee only if the employee on the day of payout is on the rolls of the bank and he/she has not resigned and / or is serving notice period.

Supplementary Allowances:

- You will be eligible for a Supplementary Allowance of Rs. 1,16,964/- (Rupees One Lakh Sixteen Thousand Nine Hundred Sixty Four only) per annum. Supplementary allowance will include –Conveyance / Travel Allowance, LTA, Medical Reimbursement, Canteen and any other allowance. All the components of supplementary allowance are subject to limits and rules prescribed by Income tax act and policies of the bank.
- You will be eligible for HRA of Rs. 49,800/- (Rupees Forty Nine Thousand Eight Hundred only) per annum.
- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

- You will be eligible for a Superannuation Allowance of Rs. 14,940/- (Rupees Fourteen Thousand Nine Hundred Forty only) per annum.

Reference No. - 1384230126
Vrushali Nanarao Hiwrale

Benefits:

- Comprehensive Mediclaim Coverage for you and your immediate family up to Rs.400,000/- (Rupees Four Lakh only) per annum. Your immediate family includes yourself, your spouse and dependent children.You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.

- The salary and perquisites including supplementary allowance are subject to limits and rules prescribed by the Income Tax Act / Rules and policies of the Company.

- Maternity leave benefits as defined under the Maternity Benefit (Amendment) Act, 2017 are offered to eligible women employees by the Bank. Details of all types of leaves including the Maternity leave benefits offered to employees and eligibility criteria for availing such benefits are notified by the Bank under "Employee Benefit Policies" available on the Bank's intranet which will be accessible upon joining the Bank.

Signature of Applicant

Digitally signed by Krishna Murari
Date: 2022.07.16 22:47:10 +05:30
Reason: Offer Letter
Location: Mumbai

ICICI Bank

JOINING FORMALITIES

The process to join the Bank is by way of completing the online joining formalities. You are required to complete the online joining formalities within 5 days from the date of accepting offer letter. Please note that completion of online joining formalities is a mandatory process.

The login credentials are provided below:

URL: https://www.icicicareers.com/Careers/CP/CandidateLogin.aspx

Username: Registered email id or Applicant id

Password: Which has been already communicated to you through registered email id. In case, you do not remember the password, please use "forgot password "option to generate a new password.

Following documents (Photocopies) are required to be uploaded:

1) Self-attested copies of educational certificates and marksheets (X^{th}/XII^{th}/ Graduation/ Post graduation)
2) Work Experience Document
    a. Resignation accepted letter from current organization
    b. Relieving letter from two previous employers or companies worked in last five years whichever is higher
3) Passport size Photograph (against Red background)
4) Address proof (Passport/Voter id/Ration card)
5) PAN Card

Please note that you are required to attend Induction program (I-Banker) on your date of joining. You shall be communicated about the date, time and venue for induction program (I-Banker) by your Recruitment Manager.

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

ICICI Bank

Remuneration Details

Name : Vrushali Nanarao Hiwrale
Position: Assistant Manager-II
Group: RSPPG

	Assistant Manager-II	
	Monthly	**Annual**
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	9,747	1,16,964
Superannuation Allowance	1245.00	14,940
Total	**23,442**	**2,81,304**
Retirals		
Retirals (PF, Gratuity) ***	2,491	29,892
Total Fixed	**25,933**	**3,11,196**
Performance Linked Retention Pay #	5,000	60,000
Total CTC	**30,933**	**3,71,196**

* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance
*** You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy
#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 16-Jul-2022
Digitally signed by Krishna Murari
Date: 2022.07.16 22:47:10 +05:30
Reason: Offer Letter
Location: Mumbai

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
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CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

pranjal jadhav <pranjaljadhav@mmimert.edu.in>

Appointment letter_Shubham Zende

1 message

Shubham Zende <zendeshubs10@gmail.com> Fri, Apr 1, 2022 at 11:59 AM
To: "pranjaljadhav@mmimert.edu.in" <pranjaljadhav@mmimert.edu.in>

---------- Forwarded message ---------
From: **Priyanka Shenoy** <priyanka.shenoy@saraswatbank.com>
Date: Wed, Oct 6, 2021, 10:45 AM
Subject: RE: Appointment letter
To: zendeshubs10@gmail.com <zendeshubs10@gmail.com>

REF:SCB:HRD:104:PRV:2109 6th October, 2021

Mr. Shubham Namdeo Zende

Surevy No. 668, Flat No. 38,

Ganesh Nagar - 3,

Bibwewadi,

Pune - 411037

-

Dear Sir,

Re: Appointment letter

-

Please refer to the written test and the personal interview for the post of Junior Officer, in which you participated. We are happy to know that you have qualified well in all our assessment tests. We, therefore, take this opportunity to congratulate you on your success.

-

We are now pleased to appoint you as **Junior Officer - Marketing and Operations (M&O) in Grade 'B'** on probation with effect from 7th October, 2021, on the following terms and conditions :

1. On joining the services of the Bank as a **Junior Officer - (M&O)** in Grade 'B', you shall be on probation for a period of six months. Your starting basic salary at 10th stage will be Rs.5,455/- per month in the grade of Rs.3520-215/17-7175-335/3-8180- 470/4- 10060- 500/3- 11560- 560/4- 13800- 970/1- 14770- 560/1-15330 (33 years). Based on September 2021 salary, your monthly gross salary at this basic is Rs.22,025/- approx. (excluding Medical Minor of Rs.639/-, Conveyance Allowance of Rs.639/-, Newspaper Allowance of Rs.436/- to which you will be entitled on confirmation). The annual emoluments (including notional ex- gratia, if and when declared) will be around Rs.3.64 lac as indicated in the accompanying chart i.e. Annexure I to this letter.

2. During probation period, you will not be entitled for other allowances, benefits and Privilege leave/Sick leave, available to permanent employees. However, you will be eligible for Casual leave on pro-rata basis.

3. You will be required to furnish an undertaking cum security bond whereby failing to serve the Bank for a period of minimum two years, the Bank will have the right to recover an amount of Rs.50,000/- (Rs. Fifty Thousand only) from you.

4. As a **Junior Officer (M&O)** in Grade 'B' your normal duties entail offering of excellent service to customers in operations in the Branch / Department and as also as a part of marketing assignments you will have to canvas inside and outside of the Bank, Bank's Retail, Commercial and Third Party products by acquiring full knowledge about them. These will be considered as major Key Result Areas (KRAs) of your assignment. You may also be required to carry any work falling within the ambit of your grade, as may be entrusted to you by your superiors and as are warranted by the call of your duty.

5. Your performance will be monitored during the six-month probation period and a Quarterly Review will be taken. You are requested to take keen interest in learning your job as assigned to you by your superiors from time to time. Please note that your confirmation will be subject to acceptable performance. If deficiencies are observed, the period of your probation is liable to be extended at the discretion of the Management.

6. During the probation period, your service can be terminated by the Bank without any notice and /or without assigning any reasons. Our Bank resorts to this measure in exceptional circumstances only, when work and conduct are not found acceptable to the Bank.

...2/-

7. After acceptable completion of the probation period or periods, your appointment will be confirmed in writing in the cadre of **Junior Officer (M&O)** in Grade 'B'.

8. On confirmation, you will be entitled to other allowances and benefits as applicable to the cadre of **Junior Officer (M&O)** – Grade 'B' pay scale of the Bank in terms of the Memorandum of Settlement dated 22nd January, 2018 with Employees' Union of the Bank.

9. On confirmation, you shall not leave or discontinue your service in the Bank without first giving notice in writing of one month, of your intentions to leave or discontinue your service. In case of failure to give required notice of one month, the Bank shall have the right to make commensurate recoveries from the dues payable to you to the extent the notice falls short.

10. An employee will be eligible to receive annual increment within the respective payscale as on 1st April every year after completion of one year's service as on 1st April. Before granting every increment, there will be Annual Review of the work done by an employee which will comprise of the following:

1. Assessment by the Head of Branch / Department.

SARASWAT CO-OP BANK LTD **Annexure I**

COMPUTATION OF ANNUAL EMOLUMENTS - FITMENT

PROPOSED DESIGNATION: JUNIOR OFFICER (M&O) - GRADE B ON PROBATION FOR SIX MONTHS

Based on the Salary for the Month of June 2021

Particulars	Monthly	Annually
A. Salary Components		
Basic	5455.00	65460.00
DA	12176.11	146113.32
CA	545.50	6546.00
HRA	818.25	9819.00
Adhoc Allowance	1341.00	16092.00
Special Pay	1347.00	16164.00
Special Allowance	123.00	1476.00
Medical Minor*	639.53	7674.36
Conveyance*	639.53	7674.36
Newspaper Allowance*	436.00	5232.00
Monthly Gross Salary [A]	**23520.92**	**282251.04**
B. Monthly Indirect Benefits		
PF (12% of (Basic + DA + Special Pay))^^^	2277.37	27328.44
Total of Monthly Indirect Benefits [B]	**2277.37**	**27328.44**
C. Yearly Direct Benefits		
LTC (50% of (Basic + DA + CA + HRA+ Special Pay+Special Allowance))		10232.40
Education Aid (Rs.3000/- per year per child, max. upto two children)		6000.00
Total of Yearly Direct Benefits [C]		**16232.40**
D. Monthly Gross 2 [D = A + B + C]		**325811.88**
E. Notional Ex-Gratia linked to performance @ 15% (if and when declared)		35142.50
F. Total Yearly Emoluments [F= D + E]		**360954.38**

*Minor Medical, Conveyance and Newspaper Allowance will be paid after confirmation of your services in the Bank.

In addition to the above, other benefits include:

1. Group Mediclaim Policy and Term Insurance Policy as per the norms of the Bank
2. Staff loans at concessional rates for the purpose of Housing, Two Wheeler / Overdraft Facility etc. as per the specified terms and conditions.
3. Gratuity and leaves etc. as per the specified terms and conditions.
4. Leave- Casual Leave -12 days per year,
   Privilege Leave - 33 days per year
   Sick Leave - 15 days per year

^^^An equal amount will be deducted from the Monthly Gross Salary (A)

Dated: 07th Jan 2023

BISTA SOLUTIONS
PLACEMENT DRIVE

JOB POSITIONS

Subject Matter Expert-Accounting

Locations: India

CTC: Rs.360000 | **Fixed:** Rs.360000

ELIGIBILITY

Courses: M.B.A. - Financial Management - MMIMERT

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USA Headquarters
Bista Solutions Inc.,
3423 Piedmont Rd NE Suite 535,
Atlanta, GA, 30305,
USA.

+1 (858) 401-2332
+1 (408) 649-5362

UAE
Bista Solutions DMCC,
Unit No: 30-01-1058,
Plot No: DMCC-PH2-J&G PlexS,
Jumeirah Lake Towers, Dubai,
UAE

+971 52950 0990

India (Global Delivery Centre)
Bista Solutions Pvt Ltd.,
208-210, Eco Star, Vishweshwar
Colony, Goregaon (E), Mumbai- 63,
India.

+91 (22) 66219933
+91 (22) 66219900

Date - 30th November 2021

Dear Mr. Abhishek Mahade

Welcome to Bista Family

We are pleased to appoint you in our organization as **"Subject Matter Expert - Accounting".** You will be working from the Mumbai Office. Your date of joining will be on or before **10th January 2022.**

Your Offer stands Null & Void if you fail to join us on or before **10th January 2022.**

This is a confirmation of your employment with **Bista Solutions**, you will be given the appointment letter on the date of joining. As per the company norms & policies, your Notice period will be 60 days.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

Yours truly,

H. Pangarkar

Harish Pangarkar
C.O.O

USA Headquarters
Bista Solutions Inc.,
3423 Piedmont Rd NE Suite 535,
Atlanta, GA, 30305,
USA.

+1 (858) 401-2332
+1 (408) 649-5362

UAE
Bista Solutions DMCC,
Unit No: 30-01-1058,
Plot No: DMCC-PH2-J&G PlexS,
Jumeirah Lake Towers, Dubai,
UAE

+971 52950 0990

India (Global Delivery Centre)
Bista Solutions Pvt Ltd.,
208-210, Eco Star, Vishweshwar
Colony, Goregaon (E), Mumbai- 63,
India.

+91 (22) 66219933
+91 (22) 66219900

Annexure 1

Your CTC structure is given below for your reference.

Components	**Monthly**	**Yearly**
Basic	15000	180000
HRA	7500	90000
Medical Allowance	1200	14400
LTA	1500	18000
Bonus	600	7200
Provident Fund	1800	21600
Conveyance Allowance	1800	21600
Internet Allowance	500	6000
Special Allowance	100	1200
Gross Salary	**30000**	**360000**
Retention Bonus	0	0
CTC	**30000**	**360000**

Deductions like Professional Tax, PF, and others if any will be deducted from the employee's gross salary which is part of your CTC.

Kindly sign and return the duplicate of this letter as a token of your acceptance.

Thank You & Best Regards

H. Pangarkar

Harish Pangarkar
C.O.O

INFOSYS
Navigate your next

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HRD/3T/1002983549/21-22

January 9, 2022

Ms. Rohini Patil
A4,A2 Khibchand Sahitya Tower,
Mohadi Road
Jalgaon-425001
India

Ph: +91-8010340091

Dear Rohini,

Welcome to Infosys!

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

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

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

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2022.01.09 16:01:38 IST
Reason: Digitally Signed
Location: Bangalore

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

Company Confidential - This communication is confidential between you and Infosys Limited

INFOSYS
Navigate your next

HRD/1002983549/21-22

January 9, 2022

Ms. Rohini Patil
A4,A2 Khibchand Sahitya Tower,
Mohadi Road
Jalgaon-425001
India

Ph: +91-8010340091

Dear Rohini,

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

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **13-Jan-2022.**

Location

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

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

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

Training

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

Probation and Confirmation

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

Leave

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

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

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

Agreement

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

Compensation and Benefits

Salary

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

Training Performance - linked Incentive

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

Ex - Gratia / Bonus

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

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

Basket of Allowances (BOA)

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

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

National Pension Scheme

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

Insurance

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of **INR 500,000** per annum.

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

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

Notice Period

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

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

Background Checks

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

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

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

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

Other Terms and Conditions

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

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

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

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

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

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

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

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

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

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

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

Yours sincerely,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

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

Date: _____, 20_____

_____
Sign your name

_____ _____
Print your full Name Location

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2022.01.09 16:01:38 IST
Reason: Digitally Signed
Location: Bangalore

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

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ANNEXURE - I
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	**Ms. Rohini Patil**
ROLE	**Systems Engineer**
ROLE DESIGNATION	**Systems Engineer Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	**22,328**

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

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

OTHER BENEFITS

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

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

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

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ANNEXURE - II
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	**Ms. Rohini Patil**
ROLE	**Systems Engineer**
ROLE DESIGNATION	**Systems Engineer Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	**22,328**

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

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

4. INCENTIVE COMPONENTS	**At an indicative Payout of 5%**	**At indicative Payout of 10%**	**At indicative Payout of 20%**
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	**1,250**	**2,500**	**5,000**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)			**26,250**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)			**27,500**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)			**30,000**

OTHER BENEFITS

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

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

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

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Amol Raut <library@mmimert.edu.in>

Fwd: Selection confirmation| SG Analytics

1 message

Dnyaneshwar B. Rao Unawane <placement@mmimert.edu.in> Mon, Jan 16, 2023 at 10:56 AM
To: Amol Raut <library@mmimert.edu.in>, placements@mmimert.edu.in, Prajakta Kanegaonkar <prajaktakanegaonkar@mmcoe.edu.in>
Cc: director@mmimert.edu.in, director CRD <directorcrd@mmcoe.edu.in>, jitendra bhandari <hod@mmimert.edu.in>, "Prof.Naim Shaikh" <hod_mba@mmcoe.edu.in>, faculty@mmimert.edu.in

Dear
PRANAL PATIL

Congratulations! You are selected for the ESG consultant position. We are still waiting for a confirmed joining date from our client's side which they might share in the last week of January. So, your joining will be from first week of **February**. Once the date is confirmed, we'll share the offer letter as well.
I'll keep you posted about any new update.
Thank You for your patience and cooperation.

Regards,

Logo, company name Description automatically generated

Bhagyashree Katre | Talent Sourcer - HR

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Dnyaneshwar B.Rao Unawane
Training & Placement Officer,
MMCOE & IMERT
Marathwada Mitra Mandal's, Pune
✆91- 7972796041 | Whats app +91-9404041596
placement@mmimert.edu.in / dnyanesh.unawane.tpo@gmail.com

Appreciated by Aon Cocubes, GTT, Fuel etc.

SG Analytics
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Dear **PRANAL DEVAJI PATIL,**

Greetings from SG Analytics!!

Congratulations on clearing our selection process. We welcome you to be a part of SG Analytics.

Further to the discussions we have had with you, we are delighted to make you a formal offer to join SG Analytics.

Designation – Consultant
Monthly compensation – INR 25,000 *
Joining date – 13 February 2023
Project end date –31 July 2023

- Daily work hours – 10/11 AM to 7/8 PM. Working hours do provide flexible hours starting 8 AM to 7 PM every working day of week
- One paid leave per month will be available through the length of the project. It can be carried forward up to 3 months only but cannot be encashed.
- SGA reserves the right to extend the project duration subject to business requirement
- During the tenure of this contract, either party can terminate this contract by giving 30 days' notice to the other party
- Project needs flexibility of hours in order to meet business requirements

Kindly send your acceptance by today end of the day stating that you accept the offer.

On your first day you need to provide following documents originals as well as a copy of it.

- 1 passport size photographs
- 2 photocopy of Pan card
- 2 photocopy of permanent address proof, valid passport
- 10th and 12th mark sheet and Certificate
- Graduation & Post graduation mark sheet and certificate

***TDS will be deducted as per Income tax law.**

Best Regards,
For SG ANALYTICS PVT LTD

Kiran Bala.

Dr. KIRAN BALA
Chief People Officer

DTDC
Delivering Value

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Strategic Partner: dpd group

Letter of Intent to engage as Apprentice

28/06/2022

Dear Mr.**Hitesh Shrikrushna Suryawanshi**

We are pleased to inform that you are shortlisted to be engaged as an Apprentice under National Apprenticeship Promotion Scheme (NAPS) for the first spell of On-Job training (OJT) at our establishment **DTDC Express Limited** at Mumbai as part of your Degree Apprenticeship Programme run by your **Marathwada Mitra Mandal group of Institutes.**The contract tenure of your apprenticeship engagement will be for 15 months starting from **July-2022**.

During this apprenticeship tenure you will be provided a Stipend of **Rs.30,000/-** per month for the next 12 consecutive months **Rs.35,000/-**in the next 3 consecutive months after that The establishment is not responsible to provide any other than the stipend which involves local travel, boarding, lodging and migratory expenses. While you are engaged as an apprentice you will be bound by the establishment policies and procedures.

The formal contract will be issued post to the submission of your educational credentials and other relevant documents at the time of joining and will remain applicable only after the successful registration and generation of contract in the NAPS Portal.

Thanking You.

For **DTDC Express Limited**

MK Sinha

Authorized Signatory
Manish Kumar Sinha
Zonal Head HR-West Zone

I _____ here by accept the offer and willing to join your organization as Apprentice Trainee.

Signature

Date

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ameliorate
digital consultancy pvt ltd

2021-22 payout

Dear Mithun Maharana

It has been a challenging year for all of us in the industry and continues to be so, however I am confident that through our collective efforts, efficiencies and enthusiasm, we will deliver greater value to all our stakeholders in the coming year. While we work towards leveraging our combined strengths and potential, we believe it is equally critical for you to be recognized and rewarded for the work you've done in the past year.

Based on your performance and your appraisal management review, we are pleased to inform you that your Total Cost to Company (TCC) has been revised to **Rs.356400** per annum with effect from **Jan 1, 2023 and your designation will be Sr Executive - Web Marketing**

As per our process on pay reviews, your new pay package has been reviewed and fine-tuned by the line management to ensure fairness across the organization. We have enclosed the details of your revised compensation package in Annexure**.** This communication regarding your compensation and employee benefits supersedes all previous communication on the subject. Please note any information related to your salary is strictly confidential between you and the organization and hence we request you to treat the same accordingly.

Thank you for your contribution and commitment in the year **2022.** This year, let's jointly deliver higher operational efficiencies and focus on greater customer delight. I also look forward to your continued support and enthusiasm in making Ameliorate a truly great place to work in. Keep up the passion and keep up the good work.

With Best Wishes

For Ameliorate Digital Consultancy Private Ltd

ameliorate
digital consultancy pvt ltd

Salary Annexure					
Employee Details					
Name	Mithun Maharana	Designation	Sr Executive - Web Marketing	Department	SEO
Joining Date		2017-10-10	WEF		2023-01-01
EARNINGS		Monthly		Yearly	
BASIC		14999		179988	
Other		12180		146160	
Gross		**27179**		**326148**	
DEDUCTIONS		Monthly		Yearly	
PT		208.33		2500	
PF		1800		21600	
LWF		2		24	
Net Payable		**25169**		**302024**	
COMPLIANCES		Monthly		Yearly	
EPF		1800		21600	
Gratuity Contribution		721		8652	
EMPL LWF		6		72	
Total		**2527**		**30324**	
VARIABLE PAY		Monthly		Yearly	
Total		**0**		**0**	
Total CTC		**29700**		**356400**	

***Variable pay will be paid quarterly based on performance of Employee**

Mubea Automotive Components (India) Pvt. Ltd.
(Formerly known as Mubea Suspension India Private Limited transferor
and Mubea Automotive India Private Limited. transferee, a merged entity)

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Registeres Office & Factory: Survey No. 1072, Po - Pirangut, Taluka: Mulshi, District: Pune, Pin. 412 111.. Maharashtra, India
Phone: + 91 20 66741900 Fax: +91 20 66741945 CIN No.: U34300PN1999PTC014564 www.mubea.com

Ref.: MACIL/2021/02 **Date: 15.02.2021**

Strictly Private & Confidential

To,
Mr. Vaibhav Motiram Patond
At – Nandkhed, Post - Shirla
Tal – Patur, Dist-Akola, 44501

Dear Mr. Vaibhav,
This has reference to your application for employment and the subsequent interviews you had with us. We are pleased to appoint you as **"Jr.Engineer" in Production Department in Powertrain Division at Chakan plant** on the following terms and conditions **w.e.f. February, 15th 2021.**

1. You will be paid the consolidated Salary as per attached Annexure – I.
2. You shall be entitled to Leaves & Holidays in accordance with the rules of the Company.
3. You will be governed by rules and regulations of the Company part of which is mentioned in the Appointment Letter. This Annexure forms an integral part of this Appointment Letter.
4. You will be on Probation for a period of 6 months from the date of your joining the services of the Company. During the probationary period your services are terminable by three Months' Notice, on either side. You shall be continued as Probationer unless and until it is confirmed in writing.
5. Your appointment with the Company is terminable by Three Months' notice or payment of Three months' salary in lieu thereof by either side, i.e. by yourself, or by the company. The company will not be liable to pay notice pay in case the appointment is terminated on grounds of (i) Breach of confidentiality (ii) Gross Negligence (iii) Violation of law or willful non-compliance of law (iv) Misconduct (v) Violation of the Mubea Code of Conduct.
6. Duties and Responsibilities:-
   a. You will be subject to the rules of the establishment as applicable from time to time and the prevailing laws applicable to you.
   b. You will be required to attend duties and when required at timings in any shift at present in existence or which may be started subsequently which may be nominated by us consistent with the requirement of the organization. It should not be presumed that the scope of your duties is circumscribed or limited by your designation and it should be clearly understood that we reserve to ourselves the absolute right to allot you any type of duties whatsoever consistent with the work requirements and the nature of your employment.
   c. Your position is a whole time employment with the company and you shall not take up any other work or remuneration part time or otherwise without prior permission of the management. You will also not work without written permission of the company elsewhere with or without remuneration in your spare time in any capacity whatsoever.

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d. Throughout your continuance of services with the company, you should be medically fit and free from any disease. It will be open for the company to require you to undergo such medical test as may be determined and in the event, the company finds it unsuitable for you to be continued on medical grounds, the decision of the company in that case shall be final and your services will be liable to be terminated.

e. In the event you desire to take any educational course, it shall be binding on you to inform the company regarding the same.

f. You will not without the consent of the management disclose or divulge or make public except on legal obligations any information regarding company matters and demonstrations on research carried out whether the same be confined to you or become known to you in the course of your service or otherwise.

g. You shall observe strict secrecy regarding the business of the company and shall not divulge directly or indirectly or disclose to any person any affairs or any information regarding the company. You shall also not publish any written articles or deliver any talk or give any interview on any subject related to the company.

h. You shall be responsible for safe keeping and return in good condition and order, the company's property which may be in your use/custody/care or charge. The company reserves the right to deduct money value of all such items from your emoluments and/or take such action as it deems proper in the event of your failure to account for them to the satisfaction of the company.

i. During the course of your engagement with the Company, you are expected to work with your colleagues, superiors, juniors from and other departments in harmony. You are required to maintain discipline. You are required to develop skills as per the Company standards, policies and benchmarks designed from time to time. The Company has a zero tolerance policy towards religious, racial, gender discrimination, slurs, innuendoes or any such remark with would hurt the sentiments of other employees or any person in the process and disturb the harmony in the Company. If you are found indulging in such acts, your services are liable to be terminated without notice.

j. You shall be required to enter into agreements with the Company time and again in accordance with the prevailing Company policy. You will also be bound by the company policies which shall be framed from time to time.

7. CONFIDENTIALITY AND NON DISCLOSURE:-

a. The Employee acknowledges and agrees that nothing contained in this Agreement shall be construed as granting any confidential information and /or intellectual property rights to the consultant, or otherwise under this agreement.

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b. The company shall be entitled to all confidential information and intellectual property rights in all the work that the Consultant shall perform for the company, in accordance with the terms and conditions of this agreement. The employee acknowledges and agrees that nothing contained in this Agreement shall be construed as granting rights to the Employee, by license or otherwise in or to any project materials and / or any confidential information or intellectual property rights which may be created / performed by the employee during the course of this Agreement with the company under this agreement.

c. The Employee during the course of this Agreement and even after the expiration / termination of this agreement or abandonment of his services shall not either himself or acting by or through his agents:

   i. At any time disclose and divulge any confidential information and/ or intellectual property rights to any third party.

   ii. At any time directly or indirectly, communicate to any third Party or any other unauthorized person or company any confidential matter and / or intellectual property rights concerning the company or the business.

   iii. Directly or indirectly communicate upon any matter concerning the confidential information or intellectual property rights to any of the company's customers, suppliers, bankers, competitors, ex-employees or other persons with whom the company does the business, except as instructed in the course of his duties.

   iv. At any time use the benefit of any trade secrets, secret process / ess or secret method of production or organization of the company.

   v. At any time take away any documents or data or any confidential information of the company other than as necessary in the course of his duties.

d. If the Employee becomes aware of any breach of confidence by any of the employees, ex-employees, agents or sub-contractors he shall promptly notify the company and give the company all reasonable assistance in connection with any proceedings which the company may institute against any such persons.

e. The provisions of this clause shall survive the expiration or termination of this agreement or abandonment of his services.

8. REMEDIES FOR BREACH OF CONFIDENTIALITY / INTELLETUAL PROPERTY RIGHTS

a. The Employee agrees and acknowledges that any disclosure of any confidential information prohibited herein or any breach of the confidentiality clause stated hereinabove may result in an irreparable injury and damage to the company which will not be adequately compensable in terms of monetary damages. The company will have remedies available to it at law or in equity to obtain such preliminary, temporary or permanent, mandatory or restraining injunctions, order or decrees as may be necessary protect the company against any breach by the Employee of the provisions contained herein and the Employee agrees to reimburse the reasonable legal fees and other costs incurred by the company in enforcing the provisions of this agreement.

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b. The Employee agrees and acknowledges that any disclosure, misappropriation, conversion or dishonest use of the said confidential information shall, in addition to remedies mentioned above make the Employee criminally liable for breach of trust u/s 405 of the IPC and such other offence depending upon the criminal act of the employee.

c. For the purposes of this Agreement, 'Confidential Information' means and includes all the information of the company, its sister concerns, joint venture entities and such other entities that the company may undertake from time to time and which may pass through or come to the knowledge of the employee during the course of his employment and training with the company pursuant to the business agreement whether oral or written and shall include but is not limited to trade secrets, knowledge, instruments, data, document, reports, statements, logs, records, correspondence, discussions, contracts, know-how, inventions, techniques, processes, plans, algorithm, drawings, copies, lay-out, software programs, source code , semi-conducted designs, schematic designs, business methods, transactions affairs, dealings, finances and accounts, customer lists, contacts, financial information of the company information, sales and marketing plans, business information of the company and information / data provided by the clients / customers of the company.

9. NON COMPETE:-

a. During the subsistence of this agreement and three years following the expiration, termination of this agreement or abandonment of services notwithstanding the cause or reason for termination or abandonment, the Employee inclusive of his direct beneficiaries in business interest and title hereby agrees:
   i. Not to directly or indirectly whether as principal, agent, partner, employee or any other capacity compete with the business of the company, its sister concerns, its successor and assigns and such other venture undertaken by the company.
   ii. Not to compete with the business of the company using the company's confidential information in it's embodied or disembodied form.
   iii. Not to interact with any of the present /ex-employees, present / ex-Employees and / or presents / ex-local / abroad vendors of the company, its sister concerns and / or their clients with a view to start a competing business.

b. The Employee unconditionally agrees that till the subsistence of this agreement and three years following the expiration, termination of this agreement or abandonment of services notwithstanding the cause or reason for termination or abandonment, he shall not;
   iv. Engage in any employment or occupation directly or indirectly connected with the field or business of the company and such other venture which the company may undertake.
   v. Take up any employment, consultancy or assignment within India or abroad with any of the past, exiting or potential customer, suppliers, Employees, employees or vendors of the company or its sister concerns or work with any competitors involved in Mortgage processing, title insurance, logistics outsourcing, financial and health care, freight invoice processing and accounts payable services.

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vi. Carry on or be engaged concerned or interested in carrying on of any business which is same or similar to the business of the company on his own account or jointly with or as agent for any other person, firm or company either directly or indirectly whether as director, the employee or consultant or otherwise.

vii. At any time engage himself directly or indirectly in any trade or get employed by any nomenclature or any other capacity with any other company engaged in similar trading and / or marketing activities of the company.

viii. Solicit or endeavor to entice away from the company any person, past or present employee or customers, Employee or vendor of the company or of sister concerns which may result in an irreparable injury and damage to the Company.

ix. Deal with the clients of the company and / or its sister concern or any such entity undertaken by the company with the purpose of providing them the services which is related to the business of the company.

Notwithstanding anything contained hereinabove, the Employee shall during the subsistence of this agreement and always thereafter refrain from directly or indirectly including the employees of the company to leave the employment for whatever reasons.

10. ARRBITRATION

a. Any dispute arising out of this Agreement shall be referred to a sole Arbitrator who is appointed by the Company.
b. The venue of such arbitration shall be at Pune, India
c. The arbitrator shall have summary powers to decide the dispute and shall also have power to dispense with the provisions of Civil Procedure Code and the Indian Evidence Act.
d. The Arbitration shall be fast-track arbitration and shall be concluded within a period of three (3) months.

11. JURISDICTION

It is agreed by and between the parties that the Court a Pune would have jurisdiction with regard to any dispute pertaining to this contract.

12. You will be entitled to Provident Fund and Family Pension Benefits in accordance with the provisions of the Employees' Provident Fund and Family Pension Schemes. You will also be entitled to Gratuity as per the provision of Payment of Gratuity Act and rules made there under.

13. Your services are liable to be transferred to any other department, work sites, offices, branches, factories associate or group companies anywhere in India / outside India.

14. We request you to note the matters pertaining to your terms and conditions of employment, including your remuneration details, are strictly **personal and confidential** between you and the Company and should be treated as such. May we request you to ensure and take care that Photo copies of this letter of appointment or details mentioned therein, are not shared with any one, in any form.

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15. All intellectual property rights arise as a result of your employment with your exposure and us to the technology and intellectual property residing with the Company, would be the Property of Mubea Automotive Components India Private Limited... and any rights to copyright any technical property will cease to belong to you on your leaving the Services of the Company. Any intellectual property such as copyrights /design/patents involved from the date of your employment till the date of leaving the services will be the sole property rights of Mubea Automotive Components India Private Limited.
16. Your appointment is subject to your being certified fit by our Medical Officer.
17. You shall retire from the services of the Company on reaching the age of 58 years.

Please sign and return to us the enclosed duplicate of this letter in token of your acceptance of the terms contained herein.

Thanking you,
Yours Faithfully,
FOR MUBEA AUTOMOTIVE COMPONENTS INDIA PVT. LTD.

Kanwal Deep Singh
CEO

I have read and fully understood the above terms and conditions and I accept the same.

Signature: _____ Date : 15/02/2021

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Mubea Automotive Components India Pvt. Ltd.

Mubea

(Formerly known as Mubea Suspension India Private Limited, transferor and Mubea Automotive India Private Limited, transferee, a merged entity)

Light.efficient.global

Registered Office & Factory: Survey No. 1072, PO: Pirangut Taluka: Mulshi, District: Pune, Pin-412115, Maharashtra, India. Phone +91 20 66741900 Fax No +91 20 66741945 CIN NO U34300PN1999PTC014564 www.mubea.com

Annexure: - 1

Mubea Automotive Components India Pvt Ltd

Name	Mr. Vaibhav Motiram Patond	
Designation	Jr. Engineer	
Grade	M1-1	
Components	Monthly	Annual
Basic Salary	9,100	1,09,200
House Rent Allowance	3,595	43,140
Conveyance Allowance	2,600	31,200
Leave Travel Allowance	620	7,440
Other Allowance	9,248	1,10,976
Statutory Bonus	2,500	30,000
Gross	27,663	3,31,956
Employer Contribution to PF	1,292	15,504
Gratuity	328	3,940
ESIC	300	3,600
CTC	29,583	3,55,000

For Mubea Automotive Components India Pvt Ltd

Agreed & Accepted

Raman Govitrikar
Head – Human Resources

Suspension Division:

Survey No. 1072, PO: Pirangut Taluka: Mulshi, District: Pune, Pin-412111, Maharashtra, India
Phone +91 20 66741900 Fax No +91 20 66741945

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Muthoot Finance

Great Place To Work Certified APR 2021-MAR 2022 INDIA

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Terms & Conditions for Selected Candidates for Joining at Nagpur RO (067)

Name of the Candidate	: Karan Dhumal
Date of joining	: 12 /12/2022
Date of Documentation	:19/11/2022
Location	: Malegaon road Nanded (3886)
Designation	: Jr. Relationship executive
Cost to Company (CTC) per annum (Annexure attached)	: Rs. 3,52,586

Important Note: The following Documents must be submitted on the date of documentation without which, your Selection shall be deemed to have been Cancelled/Withdrawn

1)	Passport size photograph	:	5 Nos. (Latest –Professional photographs only)
2)	Employment Bond	:	For **2** years in the prescribed format of the Company (to be executed on Rs. 100/- Non-Judicial Stamp Paper, purchased in the name of Executants /Candidate & Notarized) along with one self attested photocopy of valid ID proof.
3)	Undertaking	:	One Undertaking from well settled local persons / government employed local persons (as per Company's format) on a non-judicial stamp paper of Rs. 100/- each along with their Address proof (duly signed by the candidate) One passport size Photograph. Each page should be signed by the undertaker including ID and Address proof. The stamp paper should be notarized.
4)	Copies of Certificates	:	10th, 12th & Graduation are to be submitted.
5)	Original Certificates	:	10th Pass Certificate or Graduation Degree.
6)	Aadhaar Card	:	Copy of Aadhaar card with DOB: - DD/MM/YYYY format.
7)	Other Documents	:	1) Relieving letter from Previous Employer/Copy of Resignation Letter with Company's acceptance Stamp & Signature, Last three months Salary slips. Medical Reports for the tests prescribed (CBC, Kidney Function Test, Urine Test, Blood Sugar, Blood Pressure, HBA1C, Blood Platelet Count, ECG, ESR, Liver Function Test & Lipid Profile) - Only in case of candidates above 50 years of age.

Signature of the Candidate with date

Signature of Interviewer

Signature of Approving Officer

8) Other terms and conditions	:	As per Appointment/ Placement letter which will be issued within 7 working days from the date of joining.
9) Training Program	:	BMs - 10 Days, CCE/Accts. Staff- 11 Days, Others- 5 Days at RLC/MMA which is extendable at the sole Discretion of the Company (depending on performance during Training).
10) ESIC Facilities	:	Candidate offered a gross salary of Rs. 21,000/- & below must carry 2 additional Post - Card Sized photographs with them.
11) Salary	:	Salary will be applicable from the Date of Joining.

Your selection will be confirmed only after the positive CIBIL check, Background Verification and Vigilance verification report from the Background verification agency or Vigilance Department, which will be done within 15 working days from the date of joining. In case of any adverse report during the verification conducted by our Vigilance Department/BGV agency and/or in case any of your statements/representations given at the time of your interview, are found to be false, then this offer shall be deemed as null & void and withdrawn immediately. You may furnish the details of your Sureties also, at the time of your verification process by our Vigilance Department/BGV Agency...

Accommodation facility at the Company's Guest house will be provided only to outstation candidates, subject to availability and on being specifically asked by the candidate before joining. Actual TA incurred during the Training Period (only Public Transport) will be reimbursed to all outstation candidates, subject to a maximum of Rs.200/- per day. No DA will be applicable during the training period. Please note that no TA / Salary are payable, if the candidate leaves the organization during the training period.

I hereby declare that I have read and understood the terms & conditions enumerated herein above, which form part of my training/employment and I hereby confirm my unconditional acceptance of the same.

17/11/2022

Signature of the Candidate with date

Signatures of HR Dept. with date

(For internal use only)

Signatures of approving officer with date: _____

Muthoot Finance Ltd. * Regional Office * NAGPUR

*[Note: **This offer letter is valid only if the candidate duly abides by all the terms and conditions, as stated above.]*

Johnson Controls (India) Private Limited
Registered Office Address: 3rd Floor,B2 Tower,
Cerebrum IT Park, Kalyani Nagar,
Pune-411014, Maharashtra, India
Tel.: +91 (20) 66067100 Fax: +91 (20) 6606 7102
Website: www.johnsoncontrols.com
CIN: U33130PN1995PTC188911

Johnson Controls

33

Date: October 21, 2022

Padale Neha
Lane No. 2 , Vikas Mitra Mandal Chowk,Karvenagar

Dear Neha,

OFFER LETTER

With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of **Post Graduate Trainee Apprentice** under the Apprentices Act 1961 as per below terms and conditions:

Duration of Training: One Year.
Stipend: INR 29167 per month (INR 350000 per annum).
Benefits:
a. Mediclaim: You will be entitled to Mediclaim for self plus 5 dependent family members as per the company policy.
b. During the period of your training, you shall be entitled to 21 days leave in accordance with the Leave Rules of the Company currently in force and as they may be modified from time to time.

You are advised to join us by November 01, 2022. Your detailed appointment letter will be issued to you on the day of your joining. This offer is valid for acceptance for a period of 3 working days from the date of issue.

While joining you are requested to produce following documents in original along with Xerox copy of each.
1. Educational Certificates
2. Latest passport size color photograph- 08 nos.
3. School leaving certificate
4. Pancard Copy, Mandatory
5. Aadhar Card, Mandatory
6. Passport Photocopy, if available
7. Cancelled Cheque of existing valid Savings Bank A/C

We would also be undertaking your Background Verification Check. We will share an Application form as consent for conducting the said check and request you to return the completed form.

As a confirmation of your acceptance, please sign one copy of this offer and return it to us. We look forward to having you on board soon.

johnsoncontrols.com/tomorrowneedsyou TOMORROW NEEDS you.

Johnson Controls (India) Private Limited
Registered Office Address: 3rd Floor,B2 Tower,
Cerebrum IT Park, Kalyani Nagar,
Pune-411014, Maharashtra, India
Tel.: +91 (20) 66067100 Fax: +91 (20) 6606 7102
Website: www.johnsoncontrols.com
CIN: U33130PN1995PTC188911

Johnson Controls

Yours sincerely,
For Johnson Controls (India) Private Limited

Director – Human Resources

For Acceptance: Name and Signature with date

johnsoncontrols.com/tomorrowneedsyou #TOMORROWNEEDSYOU TOMORROW NEEDS you.

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Tel.: +91 (20) 66067100 Fax: +91 (20) 6606 7102
Website: www.johnsoncontrols.com
CIN: U33130PN1995PTC188911

Johnson Controls

Date: October 20, 2022

Shivgeeta Shivsamb Badnale
At. Wadgaon, Dist.Latur, Maharashtra

Dear Shivgeeta,

OFFER LETTER

With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of **Post Graduate Trainee Apprentice** under the Apprentices Act 1961 as per below terms and conditions:

Duration of Training: One Year.
Stipend: INR 29167 per month (INR 350000 per annum).
Benefits:
a. Mediclaim: You will be entitled to Mediclaim for self plus 5 dependent family members as per the company policy.
b. During the period of your training, you shall be entitled to 21 days leave in accordance with the Leave Rules of the Company currently in force and as they may be modified from time to time.

You are advised to join us by November 01, 2022. Your detailed appointment letter will be issued to you on the day of your joining. This offer is valid for acceptance for a period of 3 working days from the date of issue.

While joining you are requested to produce following documents in original along with Xerox copy of each.
1. Educational Certificates
2. Latest passport size color photograph- 08 nos.
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5. Aadhar Card, Mandatory
6. Passport Photocopy, if available
7. Cancelled Cheque of existing valid Savings Bank A/C

We would also be undertaking your Background Verification Check. We will share an application form as consent for conducting the said check and request you to return the completed form.

As a confirmation of your acceptance, please sign one copy of this offer and return it to us. We look forward to having you on board soon.

Yours sincerely,
For Johnson Controls (India) Private Limited

Johnson Controls (India) Private Limited
Registered Office Address: 3rd Floor,B2 Tower,
Cerebrum IT Park, Kalyani Nagar,
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Johnson Controls

Director – Human Resources

For Acceptance: Name and Signature with date

johnsoncontrols.com/tomorrowneedsyou #TOMORROWNEEDSYOU TOMORROW NEEDS you.

35 47

Dnyaneshwar B. Rao Unawane <placement@mmimert.edu.in>

Campus Engagement Proposal || Upskillz

Shahid . <shahid@upskillz.in> Mon, Sep 19, 2022 at 6:06 PM
To: "Dnyaneshwar B. Rao Unawane" <placement@mmimert.edu.in>

Hello Dnyaneshwar,
Greetings for the day

PFA list of shortlisted candidates for the Role of Business Development Trainee.

Ghatbale Vaishnavi Bamdeppa	vaishnavighatbale2020@edu.in	7058082420

The above student is informed to join the office (Bangalore) on **26th September 2022.**

Location- **Bangalore (On-site)**
ARK Tech Park Road, Hosur Rd, Garvebhavipalya, Krishna Reddy Industrial Area, Karnataka 560068

During Training/Probation period (4-5 Months): **INR 16,000 (Stipend) + INR 12,000 (Incentives).**
Post Training/Probation Period: **3.5LPA - 6LPA**

350000/- Anum

--
Regards,
SHAHID ADNAN
Head of Corporate Relations

+91 7892824534

https://upskillz.in

IMPORTANT: The contents of this email and any attachments are confidential. They are intended for the named recipient(s) only. If you have received this email by mistake, please notify the sender immediately and do not disclose the contents to anyone or make copies thereof.
[Quoted text hidden]

UpSkillz Offer Letter - Ghatbale Vaishnavi Bamdeppa.pdf
367K

Skillz

33

UPSTWS22-0017

13 September 2022

Attach / Paste
Your Photo Here

Dear **Ghatbale Vaishnavi Bamdeppa**,

Further to your recent interview, I am pleased to offer you the following employment as **Business Development Trainee** with Upskillz, with a commencement date of **26 September 2022**. Please report to the undersigned on **26 September 2022** at our office located at based on the terms and conditions stated herein. This offer letter upon written acceptance by you shall be deemed as an Employment Agreement.

You will be under 10 days of unpaid training from **26 September 2022 to 5 October 2022**
On the Job Training Start Date : **6 October 2022**
On the Job Training End Date : **5 February 2023**

COMPENSATION DURING PROBATION / INTERNSHIP: *(Subject to statutory and other deductions)*

Stipend : INR **16000** Per Month + INR **12000** as incentives
Target : **220000** INR per month.

We request you to send the copy of this letter to *offer@upskillz.in* along with the documents mentioned in Annexure. If we do not receive the above mentioned documents in token of acceptance from you within 5 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.

I have read and understood the above terms and conditions and I accept this offer, as set forth above, with UpSkillz, and will report on or before **26 September 2022.**

SIGNATURE:_____ DATE:_____
(Candidate's Signature)

Working Hours : 9 Hours a day *(Inc. Lunch Break).*

Job Type : Full Time Training/Internship.

Location : Bangalore *(as communicated by HRD).*

POST PROBATION / INTERNSHIP PACKAGE: *(Based on Performance during Probation/Internship)*

Salary Range : **3.5 LPA - 6 LPA** + Performance based incentives

ANNEXURE

Sl. No	Particulars
1.	Professional / Educational Certificates and Mark Sheets towards: • 10th standard or equivalent examination • 12th standard or equivalent examination • Graduation • Post-graduation / Doctorate Other relevant educational or skill certifications
2.	COLOUR SCANNED COPY OF YOUR : • Signed Offer Letter with passport size photograph attached to it.
3.	Aadhar Card, PAN Card, Voter ID or Driving Licence Scanned Copy.
4.	Bank Account Details: • Bank PassBook First Page • Bank Name, Your Name as per Bank records, Account Number, IFSC Code

Training Policy

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
- During the training period you will not receive any of the employee benefits that regular employees receive.

- The company reserves all the right to terminate your employment at any time without providing any reasons or notice.
- At any time if you wish to discontinue the training due to personal reasons , you will have to serve a notice period of 1 month (as per the T&C mentioned by HR's) or will have to pay a compensation equal to 1 month stipend.
- You will be receiving your full and final compensation post resigning from the company after 45 days only after completion of all the exit formalities (T&C applicable as per the discussion during exit).
- The original documents you provided will be returned back after completion of background verification.
- Anytime you wish to take back the original documents due to any reasons between your training period, you are required to submit a valid replacement document which is approved by HR.
- All the information acquired during the course shall be strictly confidential and you shall refrain from using it for your own purpose or from disclosing it to anyone outside of the Company.
- Upon conclusion of your tenure, you will immediately return to the Company all of its property, equipment and documents including electronically stored information.
- You will observe all policies and practices governing the conduct of our business and employees.
- Official communication either within the company or outside the company should be through the company Email of your manager only.
- Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company and the package may vary depending on the candidate performance during their probation / employment.

SIGNATURE:_____ DATE:_____

(Candidate's Signature)

Aadhar Number : _____

PAN Number : _____

Beneficiary Name : _____

Bank Name: _____

IFSC code : _____

Account Number : _____

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bynaric

Bynaric Systems Private Limited
Formerly known as VishuMangal Technologies Pvt. Ltd

To,
Mr. Shlok Mishra
MobileNo:8888358954
Shlokmishra07@gmail.com

Date:30th September,2022

Offer Letter

STRICTLYPRIVATE ANDCONFIDENTIAL

Dear Shlok,

We are pleased to offer the role **Management Trainee-Operations** at **Bynaric Systems Pvt. Ltd.** As a member of Bynaric Systems Pvt. Ltd. team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectations. In addition, we expect your personal accountability in all the products, actions, advice and results that you provide as a representative of our organization.

Role : Management Trainee (Operations)
Date of Joining : 1st October, 2022
Work Location : Pune
CTC : 3,50,000 /- per Annum

Benefits: Standard Company Benefits Inclusive Medical Insurance, Paid-Time-Off.

Your employment will be governed by the following terms and conditions:

1) The compensation will be payable in accordance with the Company's standard payroll schedule. Details of your compensation breakup would be mentioned in your appointment letter, issued to you within one month of your date of joining.
2) Your probationary period would be of 3 months.
3) Notice period: - In case of resignation notice period is three months. In case of non-performance company holds the sole right to terminate the employee with or without prior Notice.
4) You will be eligible for Appraisal after one year from your D.O.J.
   **It will also be based upon satisfactory performance and technical growth.
5) Employee may need to travel to any location in India for client support and service, Travel and accommodation to be arranged by the company as and when required.
6) Violation of company rules lead towards termination of employment with company.
7) Passing of any information which is company's property like client data, source code or any other information lead towards termination of employment and strict legal action will be taken.

8) The Company may, in its sole discretion conduct background checks, prior to or after your

date of joining the Company, for the purpose of validating your identity, your suitability to the concerned employment, the address provided by you, the education details provided by you, the details of your prior work experience (if any) and criminal checks.

9) All forms of compensation referred to in this letter agreement are subject to reduction to reflect applicable for taxes and other withholdings as required by law or the policies of the company.

We will require copies of below mentioned documents for verification:

- All Educational Certificates
- Recent passport size photograph
- PAN Card and Aadhar card.
- Two references for background Verification
- Previous Work Experience letters

We look forward to the opportunity to work with you in an atmosphere that is successful and mutually challenging and rewarding.

Acceptance: This offer will remain open until, 30th September, 2022. If you decide to accept our offer, andI hope you will, please sign the enclosed copy of this letter in the space indicated and return it to me.

** * * *

Vishwajit Patil, Director

I have read and understood this offer letter and hereby acknowledge, accept and agree to the terms as set forth above.

Shlok Mishra

(Signatuíe)

_____

(Date Signed)

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CHAWLA PUBLICATIONS PVT. LTD.

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Dated: - 24.08.22

Mahaprasad Alange,
Mumbai,
7774830869,
alangemahaprasad921@gmail.com

Sub: - **Offer Letter**

With reference to your application and subsequent interview, **Chawla Publications Pvt Ltd.** is pleased to issue an offer as **Relationship Manager** in our organization under the following terms and conditions.

1. Your employment will be effective, as on or before **15th September 2022**.
2. Your cost to the company would amount to **Rs. 3, 50,000/- per annum**.
3. You will be on probation for a period of six months from the date of joining. Upon successful completion of the probation period and subsequent performance evaluation, the CPPL will confirm your position or the probation period may be extended at the sole discretion of the management.
4. The company may terminate your services by giving 1 day notice in probation period and 15 days notice post completion of probation. In case of your resignation you are required to give minimum 40 days of notice to company or pay in lieu thereof subject to Management approval.
5. Your present place of posting will, at present, be at **Mumbai** but during the course of the service, you shall be liable to be posted / transferred anywhere to serve any of the Company's Projects or any other establishment in India or outside, at the sole discretion of the Management.
6. All others company terms and condition will be given in the appointment letter on the day of joining.

We welcome you to Chawla Publications Pvt Ltd look forward to a fruitful collaboration.

For Chawla Publications Pvt Ltd

Authorized Signatory

Chawla Publications Private Limited
Plot No. [illegible] Industrial Area,
Phase 8/A Mohali-160055

LAW FINDER
Enjoy the unfair advantage

111 112

Dnyaneshwar B. Rao Unawane <placement@mmimert.edu.in>

Offer Letter of Ashish Choudhary & Sanskriti Rajpal

3 messages

chawla hr <chawla.hr1967@gmail.com> Fri, Aug 26, 2022 at 5:49 PM
To: placement@mmimert.edu.in, Shubham Mahale <chawla.sa.shubham@gmail.com>, Navneet Amrate <chawla.sa.navneet@gmail.com>

Dear Maam/sir,

Greetings from Chawla Publication.

We are happy to inform you that Mahaprasad Alange & Ashish Choudhary is been selected kindly find attachment for there offer letter

Date of Joining 15th september 2022 as mentioned .

For any query please contact me directly.

Thanks & Regards

Human Resource (HR)

Sanskriti Rajpal

LAW FINDER
Chawla Publications (P) Ltd
Registered Office: SCO 4-5, 2nd Floor, Sector 17-B , Chandigarh. 160017
Mobile:+91 9004702370

2 attachments

Ashish Choudhary 15thSept22.pdf
148K

Mahaprasad Alange 15th Sept22.pdf
148K

Dnyaneshwar B. Rao Unawane <placement@mmimert.edu.in> Sat, Aug 27, 2022 at 10:33 AM
To: mahaprasadalange2020@mmimert.edu.in

Together we are 100%

Dnyaneshwar B.Rao Unawane
Training & Placement Officer,
MMCOE & IMERT
Marathwada Mitra Mandal's, Pune
✆91- 7972796041 | Whats app +91-940404196
placement@mmimert.edu.in / dnyanesh.unawane.tpo@gmail.com

Appreciated by Aon Cocubes, GTT, Fuel etc.

[Quoted text hidden]

2 attachments

Ashish Choudhary 15thSept22.pdf
148K

Mahaprasad Alange 15th Sept22.pdf
148K

Dnyaneshwar B. Rao Unawane <placement@mmimert.edu.in> Sat, Aug 27, 2022 at 10:53 AM
To: ashish00777444@gmail.com

Together we are 100%

Dnyaneshwar B.Rao Unawane
Training & Placement Officer,
MMCOE & IMERT
Marathwada Mitra Mandal's, Pune
91- 7972796041 | Whats app +91-940404196
placement@mmimert.edu.in / dnyanesh.unawane.tpo@gmail.com

Appreciated by Aon Cocubes, GTT, Fuel etc.

---------- Forwarded message ---------
From: **chawla hr** <chawla.hr1967@gmail.com>
Date: Fri, Aug 26, 2022 at 5:50 PM
Subject: Offer Letter of Ashish Choudhary & Sanskriti Rajpal
To: <placement@mmimert.edu.in>, Shubham Mahale <chawla.sa.shubham@gmail.com>, Navneet Amrate <chawla.sa.navneet@gmail.com>

[Quoted text hidden]

2 attachments

Ashish Choudhary 15thSept22.pdf
148K

Mahaprasad Alange 15th Sept22.pdf
148K

Johnson Controls (India) Private Limited
Registered Office Address: 3rd Floor,B2 Tower,
Cerebrum IT Park, Kalyani Nagar,
Pune-411014, Maharashtra, India
Tel.: +91 (20) 66067100 Fax: +91 (20) 6606 7102
Website: www.johnsoncontrols.com
CIN: U33130PN1995PTC188911

38

Johnson Controls

Date: October 21, 2022

Sonune Nikita
Lane No. 2 , Vikas Mitra Mandal Chowk,Karvenagar

Dear Nikita,

OFFER LETTER

With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of **Post Graduate Trainee Apprentice** under the Apprentices Act 1961 as per below terms and conditions:

Duration of Training: One Year.
Stipend: INR 29167 per month (INR 350000 per annum).
Benefits:
a. Mediclaim: You will be entitled to Mediclaim for self plus 5 dependent family members as per the company policy.
b. During the period of your training, you shall be entitled to 21 days leave in accordance with the Leave Rules of the Company currently in force and as they may be modified from time to time.

You are advised to join us by November 01, 2022. Your detailed appointment letter will be issued to you on the day of your joining. This offer is valid for acceptance for a period of 3 working days from the date of issue.

While joining you are requested to produce following documents in original along with Xerox copy of each.
1. Educational Certificates
2. Latest passport size color photograph- 08 nos.
3. School leaving certificate
4. Pancard Copy, Mandatory
5. Aadhar Card, Mandatory
6. Passport Photocopy, if available
7. Cancelled Cheque of existing valid Savings Bank A/C

We would also be undertaking your Background Verification Check. We will share an Application form as consent for conducting the said check and request you to return the completed form.

As a confirmation of your acceptance, please sign one copy of this offer and return it to us. We look forward to having you on board soon.

Johnson Controls (India) Private Limited
Registered Office Address: 3rd Floor,B2 Tower,
Cerebrum IT Park, Kalyani Nagar,
Pune-411014, Maharashtra, India
Tel.: +91 (20) 66067100 Fax: +91 (20) 6606 7102
Website: www.johnsoncontrols.com
CIN: U33130PN1995PTC188911

Johnson Controls

Yours sincerely,
For Johnson Controls (India) Private Limited

Director – Human Resources

For Acceptance: Name and Signature with date

johnsoncontrols.com/tomorrowneedsyou TOMORROW NEEDS you.

Johnson Controls (India) Private Limited
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Cerebrum IT Park, Kalyani Nagar,
Pune-411014, Maharashtra, India
Tel.: +91 (20) 66067100 Fax: +91 (20) 6606 7102
Website: www.johnsoncontrols.com
CIN: U33130PN1995PTC188911

39

Johnson Controls

Date: October 21, 2022

Kadam Rashmi
Lane No. 2 , Vikas Mitra Mandal Chowk,Karvenagar

Dear Rashmi,

OFFER LETTER

With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of **Post Graduate Trainee Apprentice** under the Apprentices Act 1961 as per below terms and conditions:

Duration of Training: One Year.
Stipend: INR 29167 per month (INR 350000 per annum).
Benefits:
a. Mediclaim: You will be entitled to Mediclaim for self plus 5 dependent family members as per the company policy.
b. During the period of your training, you shall be entitled to 21 days leave in accordance with the Leave Rules of the Company currently in force and as they may be modified from time to time.

You are advised to join us by November 01, 2022. Your detailed appointment letter will be issued to you on the day of your joining. This offer is valid for acceptance for a period of 3 working days from the date of issue.

While joining you are requested to produce following documents in original along with Xerox copy of each.
1. Educational Certificates
2. Latest passport size color photograph- 08 nos.
3. School leaving certificate
4. Pancard Copy, Mandatory
5. Aadhar Card, Mandatory
6. Passport Photocopy, if available
7. Cancelled Cheque of existing valid Savings Bank A/C

We would also be undertaking your Background Verification Check. We will share an Application form as consent for conducting the said check and request you to return the completed form.

As a confirmation of your acceptance, please sign one copy of this offer and return it to us. We look forward to having you on board soon.

Johnson Controls (India) Private Limited
Registered Office Address: 3rd Floor,B2 Tower,
Cerebrum IT Park, Kalyani Nagar,
Pune-411014, Maharashtra, India
Tel.: +91 (20) 66067100 Fax: +91 (20) 6606 7102
Website: www.johnsoncontrols.com
CIN: U33130PN1995PTC188911

Johnson Controls

Yours sincerely,
For Johnson Controls (India) Private Limited

Director – Human Resources

For Acceptance: Name and Signature with date

johnsoncontrols.com/tomorrowneedsyou #TOMORROWNEEDSYOU TOMORROW NEEDS you.

Johnson Controls (India) Private Limited
Registered Office Address: 3rd Floor,B2 Tower,
Cerebrum IT Park, Kalyani Nagar,
Pune-411014, Maharashtra, India
Tel.: +91 (20) 66067100 Fax: +91 (20) 6606 7102
Website: www.johnsoncontrols.com
CIN: U33130PN1995PTC188911

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Johnson Controls

Date: October 20, 2022

Vishakha Janardhan Chinte
Govinda Girls Hostel, Karvenagar, Pune 411052

Dear Vishakha,

OFFER LETTER

With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of **Post Graduate Trainee Apprentice** under the Apprentices Act 1961 as per below terms and conditions:

Duration of Training: One Year.
Stipend: INR 29167 per month (INR 350000 per annum).
Benefits:
a. Mediclaim: You will be entitled to Mediclaim for self plus 5 dependent family members as per the company policy.
b. During the period of your training, you shall be entitled to 21 days leave in accordance with the Leave Rules of the Company currently in force and as they may be modified from time to time.

You are advised to join us by November 01, 2022. Your detailed appointment letter will be issued to you on the day of your joining. This offer is valid for acceptance for a period of 3 working days from the date of issue.

While joining you are requested to produce following documents in original along with Xerox copy of each.

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2. Latest passport size color photograph- 08 nos.
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5. Aadhar Card, Mandatory
6. Passport Photocopy, if available
7. Cancelled Cheque of existing valid Savings Bank A/C

We would also be undertaking your Background Verification Check. We will share an Application form as consent for conducting the said check and request you to return the completed form.

As a confirmation of your acceptance, please sign one copy of this offer and return it to us. We look forward to having you on board soon.

Yours sincerely,
For Johnson Controls (India) Private Limited

Director – Human Resources

Vishakha Janardhan Chinte

20/10/2022

For Acceptance: Name and Signature with date

Johnson Controls (India) Private Limited
Registered Office Address: 3rd Floor,B2 Tower,
Cerebrum IT Park, Kalyani Nagar,
Pune-411014, Maharashtra, India
Tel.: +91 (20) 66067100 Fax: +91 (20) 6606 7102
Website: www.johnsoncontrols.com
CIN: U33130PN1995PTC188911

Johnson Controls

Date: October 20, 2022

Kajal Manohar Ingale
S No.37/4/2/3 FL A4 Siddhivinayak Building, In front of Mahadeek Girls Hostel Trimurti Chowk, Bharti Vidyapeeth, Dhankawadi, Katraj, Pune-411043

Dear Kajal,

OFFER LETTER

With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of **Post Graduate Trainee Apprentice** under the Apprentices Act 1961 as per below terms and conditions:

Duration of Training: One Year.
Stipend: INR 29167 per month (INR 350000 per annum).
Benefits:
a. Mediclaim: You will be entitled to Mediclaim for self plus 5 dependent family members as per the company policy.
b. During the period of your training, you shall be entitled to 21 days leave in accordance with the Leave Rules of the Company currently in force and as they may be modified from time to time.

You are advised to join us by November 01, 2022. Your detailed appointment letter will be issued to you on the day of your joining. This offer is valid for acceptance for a period of 3 working days from the date of issue.

While joining you are requested to produce following documents in original along with Xerox copy of each.
1. Educational Certificates
2. Latest passport size color photograph- 08 nos.
3. School leaving certificate
4. Pancard Copy, Mandatory
5. Aadhar Card, Mandatory
6. Passport Photocopy, if available
7. Cancelled Cheque of existing valid Savings Bank A/C

We would also be undertaking your Background Verification Check. We will share an application form as consent for conducting the said check and request you to return the completed form.

As a confirmation of your acceptance, please sign one copy of this offer and return it to us. We look forward to having you on board soon.

Yours sincerely,
For Johnson Controls (India) Private Limited

Johnson Controls (India) Private Limited
Registered Office Address: 3rd Floor,B2 Tower,
Cerebrum IT Park, Kalyani Nagar,
Pune-411014, Maharashtra, India
Tel.: +91 (20) 66067100 Fax: +91 (20) 6606 7102
Website: www.johnsoncontrols.com
CIN: U33130PN1995PTC188911

Johnson Controls

Director – Human Resources

For Acceptance: Name and Signature with date

ipack®

Industrial Packers

An ISO 9001: 2015 certified company
Total packaging solutions

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OFFER LETTER

Date: 28th Dec 2022

Dear Uddhav,

With reference to your application and subsequent interview with Industrial Packers, we are pleased to offer you the position of "**Executive - Accounts**" the following terms and conditions

Remuneration

- For Salary break please refer to the **Enclosure I.**
- Mobile sim card will be provided by company with terms and conditions for business calls
- Medical insurance as per company policy.

Location – Pune

Date of Joining

On or before 1st Jan 2022

Kindly return the duplicate copy of the offer letter, duly signed, as a token of your acceptance of the same. We would expect you to join as early as possible, but not later than 1st Jan 2022, beyond which the offer would stand withdrawn, unless a new date is mutually agreed upon by us.

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

1. **One copy of Offer Letter (A4 size only)**
2. **Degree/Provisional/Course completion Certificate of all College**
3. **Mark sheets of all College/ University qualifications (all semesters)**
4. **Mark sheets and Certificates of 10th& 12th classes**
5. **Relieving letter (in case you are already employed)**
6. **Latest Pay Slip (in case you are already employed)**
7. **Address Proof**
8. **Identity Proof**
9. **Photographs**

Kindly revert to this mail and give your acceptance on offer made with joining date.

Industrial Packers
412/1A, Mumbai-Pune Road, Opposite Alfa Laval Ltd, Dapodi, Pune 411012
sales@industrial-packers.com
www.industrial-packers.com

ipack®

Industrial Packers

An ISO 9001: 2015 certified company
Total packaging solutions

Salary Break -Up			
A	**PARTICULARS**	**PER MONTH**	**PER ANNUM**
	Basic	12000	144000
	DA	4800	57600
	HRA	5040	60480
	Washing Allow	1000	12000
	Other Allow	1160	13920
B	**Gross Salary**	24000	288000
	PF	1800	21600
	ESI	0	0
	PT	200	2400
	Net Salary	22000	264000
C	**Benefits**		
	PF	1800	21600
	ESI	0	0
	Diwali Bonus	2000	24000
	Mediclaim	200	2400
	Mobile	300	3600
	CTC	**28300**	**339600**

Thanking you

Yours Truly,
INDUSTRIAL PACKERS

Gaurav Dhoot
MD

Industrial Packers
412/1A, Mumbai-Pune Road, Opposite Alfa Laval Ltd, Dapodi, Pune 411012
sales@industrial-packers.com
www.industrial-packers.com

DASSAULT SYSTEMES

Ref: 3DSINDIALAB/HRD/2021-22/4936 15-Sep-22

Mr. Ashish Choudhary
Pune

Contact No: 9975394422
PAN No: CBZPC8903N

Dear Ashish,

Subject: Employment Letter

We ("the Company") are pleased to offer you the position **Fulfillment Management Analyst (CLG NE3)** subject to the following:

(1) This is only a provisional offer and is made on the basis of Company's current business requirements. In the event of any change in Company's business requirements, the Company, in its sole discretion, may withdraw/cancel this offer.

(2) This offer is subject to your successful completion of **MBA.** program and production of the relevant final certificates in support of the same. In the event you fail to successfully complete the **MBA.** program this offer shall automatically stand withdrawn.

(3) You are required to join the Company from **22-Sep-22**. If you accept this offer and fail to join the Company by the date mentioned above or any other date approved by the Company in writing, this offer shall automatically stand cancelled.

(4) Upon joining, Company will invest considerable amount of time and money to provide extensive specialized technical, professional and other trainings and experience in certain software applications and methodologies, including trade secrets and the Company's proprietary information to you in order to make you a productive employee. In order to protect Company's investment in such specialized extensive training and experience, you will be required to execute an undertaking on the date of joining, a format of which is enclosed herewith as Annexure C.

(5) This offer is being made in good faith on the basis of the information and documents provided by you during the recruitment process. The Company reserves the right to conduct background checks, directly or indirectly, to verify such information and documents. If any discrepancies are found in such information or documents or if the results of such background check are found to be unsatisfactory, as determined by the Company, in its sole discretion, the Company may withdraw/cancel this offer.

(6) You will initially be based at the Company's office at **Dassault Systemes Solutions Lab Private Limited (Formerly known as 3D PLM Software Solutions Pvt. Ltd.) Agra Fort Bldg, Plot No. 15/B, Rajiv Gandhi InfoTech Park, MIDC Phase 1 Hinjewadi Pune 411 057**unless communicated otherwise by the Company prior to your joining.

(7) Upon joining, your compensation will be as described in Annexure A

(8) Your employment will be governed by the terms and conditions detailed in Annexure B hereto.

(9) You shall keep the contents of this offer and any Annexure hereto confidential.

(10) This offer shall automatically stand withdrawn if we do not receive your acceptance within 7 (seven) calendar days from the date hereof.

Please acknowledge your acceptance of our offer by signing and returning the duplicate copy of this letter.

You are requested to report at the following address by **09:30 AM** on the date of joining mentioned above. Please ask for **Chitra SHIRSATH** to complete the joining formalities. Please bring along the documents listed in Schedule 1 to Annexure B.

Address:
Dassault Systemes Solutions Lab Private Limited
Plot No. 4, Pune InfoTech Park, MIDC Hinjewadi
Pune - 411057
Tel: 91-20-4028 6000

We understand that you may have queries during your joining period. We would encourage you to contact **Sagar (on Email ID: Sagar.Barate@3ds.com/ Tel: 9158650455).**

We welcome you into the Dassault Systemes family and look forward to your valued contribution in taking the Company to greater heights. We are sure that our working environment will be conducive to helping you grow professionally as well as personally.

With warm regards,
For **Dassault Systemes Solutions Lab Private Limited,**

Shirish Bavdekar
Head – Talent Acquisition

I have read and understood the terms of this Employment letter and all Annexure thereto. I accept this employment letter and my tentative date of joining is _____.

Name: _____ Date: _____

Signature: _____

ANNEXURE A

Name: Mr. Ashish Choudhary
Designation: Fulfillment Management Analyst
CLG: NE3
Location: Pune

Compensation Components:

A. Basic Salary	Monthly	Annually
Basic	15,100	181,200
Sub Total A	**15,100**	**181,200**
B. Allowances		
House Rent Allowance	1,510	18,120
Flexible Benefits	4,790	57,480
Statutory Bonus	3,600	43,200
Superannuation Contribution	-	-
Sub Total B	**9,900**	**118,800**
Total (A+B)	**25,000**	**300,000**
C. Variable Compensation		
Variable Pay	-	-
Sub Total C	**-**	**-**
On Target Earning -OTE (A+B+C)	**25,000**	**300,000**
D. Benefits		
PF Contribution	1,812	21,744
Gratuity (As Per Act)	726	8,716
Medical & Personal Accident Insurance	417	5,000
Sub Total D	**2,955**	**35,460**
CTC (A+B+C+D)	**27,955**	**335,460**

For **Dassault Systemes Solutions Lab Private Limited,**

Shirish Bavdekar
Head – Talent Acquisition

Note:

- Annual Compensation Revision (ACR) for all eligible employees is processed in April as per company policy. Employee joining on or before 30th September in the current year is eligible for Annual Compensation Revision in the subsequent year effective 1st April, on pro-rated basis. Compensation revision will be decided on the basis of your performance and organization's decision on compensation revision.
- The above compensation structure may be changed by the Company, at its sole discretion, from time to time.
- The Basic salary component will be used for computation of your retiral benefits.

SALARY COMPONENT'S DESCRIPTION:

1. Flexible Benefits

Flexible Benefits component shows total entitlement from which employee can claim a legitimate tax-free income as far as admissible under statute.

2. Telephone Reimbursement (as per the Company's existing policy):

You can claim reimbursement of expenses incurred on telephone, mobile or internet connection against valid original bills (i.e. original bills for the period you are in employment with the Company issued in your name within the same financial year in which the claim is made). Any amount that is not supported by valid original bills, will be paid along with salary for March, subject to deduction of tax at source.

3. Lunch Allowance:

Lunch Allowance is an optional component in your salary, which if opted, will be paid in form of Sodexo Coupons on a monthly basis. If you do not opt for Sodexo, then the above indicated amount will be disbursed as Special Allowance in the monthly salary.

4. LTA (Leave Travel Assistance):

One can opt for monthly or one-time disbursement. Monthly disbursement will be subject to deduction of tax at source. Taxability of the one-time disbursement will be subject to production of valid travel proof and applicable tax laws.

5. Statutory Bonus

Statutory Bonus is paid on monthly basis and it includes bonus payout under Payment of Bonus Act. This component is applicable up to CLG 200.

6. Superannuation Contribution:

Employees at the CLG 400 and above are entitled for this benefit.

7. Variable Pay:

Variable Pay is currently paid on a quarterly basis. The amount of Variable Pay specified above is only an indicative figure and actual payout will be based on Company's Variable Pay scheme in existence from time to time.

8. Employer's contribution to Provident Fund:

Your Provident Fund membership begins on the date of joining the Company.
Employee's share of contribution i.e. 12% of your actual monthly basic salary will be deducted from your monthly salary. The salary structure as offered to you contains the Employer's PF contribution, which is equal to that of the employee's share of contribution.

9. Insurance Benefits:

It covers contribution to Group Medical Insurance, Group Personal Accident Insurance and Group Life Insurance as per applicable company policy.

ANNEXURE B
TERMS AND CONDITIONS

1. You may be transferred or seconded or deputed to any of the Company's other offices, subsidiaries or affiliates in India or abroad. The Company may vary these terms and conditions and your compensation in the event of such transfer, secondment or deputation.

2. You may be required to work in shift system as per requirements of your job position.

3. While you are based in India, you will earn leave at the rate of 34 working days paid vacation per financial year (April – March). e.g. Earned Leave (12), Casual Leave (10), Sick Leave (12).This is as per prevalent leave policy.

4. You will use your best efforts in the performance of employment duties assigned to you from time to time and shall, at all times, act in good faith and in the best interests of the Company. While in the service of the Company you shall not, without the express written permission of your reporting manager, undertake or concern yourself, directly or indirectly, with any other, paid or unpaid, business or work or assignment, whether part time or full time.

5. You may be required to travel in connection with the Company's business. You will be eligible for reimbursement of reasonable business expenses incurred in this connection and other allowances according to the Company's then prevailing policy pertaining to such travel.

6. You shall be bound by all the policies, rules, regulations and procedures currently prevailing or that may be established by the Company in future, and any modifications thereof or additions thereto, as may be declared by the Company from time to time. In the event of any conflict between the terms of your offer letter (including any Annexures thereto) and any policy, rules, regulations or procedures of the Company, the terms of the latter shall prevail.

7. **Termination by the Company** – The Company may terminate your services at any time with or without Cause subject to the following:

   If the Company terminates your services without Cause, it shall (a) provide you notice of 90 (Ninety) days or such other period stated in the Company's policy prevailing at the time of such termination, or (b) pay you an amount equivalent to the monthly fixed salary for the shortfall in such notice period.

   If the Company terminates your services with Cause - Your services may be terminated by the Company without notice for Cause.
   "Cause" shall mean:

   a) Your breach of any of these terms or any other agreement signed by you with the Company, or
   b) Your breach of the Company code of conduct, policies, rules, regulations and procedures, or
   c) The Company's background check reveals discrepancies in the information or documents provided by you to the Company during the recruitment process, or
   d) The Company finds your performance unsatisfactory during any period of training or in the discharge of duties assigned to you, or

e) Any act or omission by you that may have the effect of injuring the reputation or business of the Company or causing loss to the Company, or
f) Your failure to comply with the instructions specified in Schedule 1 hereto, or
g) Your Unauthorized absence from work; or
h) Your insubordination; or
i) Your misconduct

8. **Termination by Employee** – If you wish to resign from the services of the Company, you shall provide the Company notice of 90 (Ninety) days or such other period stated in the Company's policy prevailing at the time of such resignation. You are expected to serve the full notice period in order to complete the transition of your duties to an employee identified by the Company. Failure to provide such notice or to serve the entire notice period shall make you liable to pay the Company liquidated damages equivalent to the monthly fixed salary for the shortfall in such notice period.

9. **Termination on Retirement** - Your employment will automatically terminate on retirement. Retirement will occur at the end of the month in which you complete 60 years of age.

10. Without prejudice to the other rights that the Company may have under these terms, the Company may, in its sole discretion, suspend payment of the whole or part of your salary in the event of your failing to comply with the instructions specified in Schedule 1 hereto.

11. You will be required to sign a Confidentiality and IPR Agreement effective from the date of joining to protect the Company's and its clients' rights in the information and materials developed by you or disclosed to you during the course of your employment. A copy of the Confidentiality and IPR Agreement can be provided to you, if you so request.

12. Any tax liability arising out of your salary / allowances / benefits shall be borne by you. The Company may deduct such tax liability or any amounts owed by you to the Company from your salary or from any other amounts payable by the Company to you.

13. If you have to undergo any specialized training arranged by the Company, you shall execute a training agreement, if the Company so requires.

14. Without prejudice to other rights available to the Company under these terms or any other agreement executed by you, you will reimburse the Company for all losses, damages, claims or demands (including the costs, expenses and reasonable attorney's fees on account thereof) arising out of your breach of any of these terms or any other agreement executed by you with the Company or arising out of your gross negligence or refusal to perform your duties. You shall also reimburse the Company, any amounts paid to you that are not part of the compensation described in Annexure A or the Company's standard benefits published on the Company's intranet, if you resign from the Company or your services are terminated by the Company for Cause within 12 months from the date of your joining.

15. The validity, construction, interpretation and performance of these terms shall be governed by Indian Laws. Any dispute arising out of these terms shall be subject to the exclusive jurisdiction of courts in Mumbai, India.

Schedule 1 to Annexure B (applicable only for new joinees)

MANDATORY LIST OF DOCUMENTS

Please carry the original documents along with a photocopy on your **Date of Joining**. Originals will be returned after verification on the same day:

1) Educational mark sheets & certificates –
   - (i) 10th mark sheet
   - (ii) 12th mark sheet
   - (iii) Graduation – All semester mark sheets & certificates
   - (iv) Post Graduation - All semester mark sheets & certificates
   - (v) Any other certificates
2) PAN Card
3) Passport
4) Driving License
5) Aadhaar Card
6) Doctor's Certificate in original which must mention the following:
   - (i) Certificate Date (not more than one week prior to date of joining)
   - (ii) Your Full Name
   - (iii) Your Age
   - (iv) Certification that you are of sound physical and mental health and also that you are not suffering from any contagious disease.
   - (v) Blood group.
7) Photocopies of service certificates from all the previous employers

You are also requested to carry four passport size color photographs.

Acknowledgement by Candidate

I hereby confirm to submit the above listed documents on my date of joining;

Name: _____ Date: _____

Signature: _____

ANNEXURE C
UNDERTAKING

Whereas I, _____ *<Name>*, son/daughter/wife of _____ having permanent residence at _____, have been appointed as _____ *<Designation>* by **Dassault Systemes Solutions Lab Private Limited**, a company incorporated under the Companies Act, 1956 having its registered office (herein after referred to as ***"the Company"***);

Whereas the Company will invest considerable amount of time and money to provide extensive specialized technical, professional and other trainings and experience in certain software applications and methodologies and may disclose trade secrets and the Company's proprietary information to me in order to make me a productive employee of the Company;
Capitalized terms not otherwise defined herein have the meaning given to them in the Employment Letter dated **15-Sep-22**

Now therefore in consideration of the Company investing time and money to provide the aforesaid trainings and experience to me:

1. I acknowledge and agree that the Company and /or its subsidiaries will invest considerable amount of time and money to provide specialized training to me in order to provide better services to the Company's clients.

2. I acknowledge and agree that the said specialized training would substantially enhance my professional skills and ability and that my non-availability in providing services to the Company pursuant to such specialized training would adversely affect the Company's operations and result in a loss of its investment.

3. I further acknowledge and agree that the Company has to recover and earn a return on its investment in such specialized training and that such recovery and earnings are directly dependent on me fulfilling my obligations under this Undertaking.

4. I hereby agree to receive and complete such specialized training and further undertake to remain in the employment of the Company for a period of not less than 18 months (excluding the notice period) from the date of joining (herein after referred to as "Stipulated Period").

5. I understand and agree that in the event I breach Clause 4 i.e. I voluntarily leave the employment of the Company or the Company terminates my employment with Cause before the expiry of the Stipulated Period, it will cause the Company to suffer damages, ("Liquidated Damages"), which is mentioned in Clause 6 below.

6. I and the Company have mutually discussed and I agree that the estimated amount of Liquidated Damages will be **INR. 50,000 (Rupees Fifty Thousand Only)**

7. I understand and agree to pay the Company the amount of Liquidated Damages stated in Clause 6 above in the event I breach the terms of this Undertaking. I shall pay such Liquidated Damages to the Companybefore

the last day of my employment with the Company. I agree that the Company is entitled to recover all or part of Liquidated Damages from any amounts payable by Company to me.

8. I further undertake not to dispute the amount, and I shall pay the amount within the time mentioned in Clause 7 above and at the same time Company has full right to initiate appropriate legal proceeding against me.

9. The validity, construction, and interpretation of this Agreement and the rights and duties of the parties shall be governed by and construed in accordance with the laws of Republic of India, excluding its conflicts of laws provisions and the courts of Mumbai shall have exclusive jurisdiction in matters related hereto.

10. In the event of any dispute of difference arising between the parties hereto over the interpretation or construction of any of the terms or provisions hereof and/or the implementation or enforcement thereof or of any right hereunder or any remedy relating thereto, the same shall be referred for arbitration to the sole independent arbitrator to be nominated by the Company whose award shall be final and binding on the parties hereto. Every such reference shall be deemed to be a submission to arbitration under the Arbitration and Conciliation Act, 1996, or any modification or re-enactment thereof. The venue of such arbitration shall be Mumbai. Subject hereto, the courts in Mumbai alone shall have exclusive jurisdiction to the exclusion of other courts.

11. Should any provision of this Undertaking be or become ineffective, or be held to be invalid, this shall not affect the validity of the remaining provisions hereof. Any invalid provision or any gap or uncertainty of any provision in the Undertaking that becomes apparent when performing the Undertaking shall be replaced, interpreted or supplemented as the case may be in such a manner that the intended economic purpose of the Undertaking will be achieved.

12. And it is further agreed that all communications between the parties hereto shall be deemed to have been effectively served if addressed to the party at the registered office address of the Company and my address as set above (unless another address has been specified in writing by the party to which the notice is given) in writing by hand delivery or by postal delivery.

13. I have independently consulted my legal counsel before executing this Undertaking.

Executed by me on this _____ day of _____ 20___ at _____

(NAME & SIGNATURE OF EMPLOYEE)

Executed by the Company on this ___ day of _____ 20____ at _____ for fulfilling the promises made as set forth in this Undertaking.

For **Dassault Systemes Solutions Lab Private Limited,**

Shirish Bavdekar
Head – Talent Acquisition

Compensation Structure (For Guidance Purpose Only)

Employee Name	Tatvadnya L. Kulkarni

Annexure - I

Particular	CTC Yearly INR	Monthly INR	Remarks
Salary			
Basic Pay + DA	1,60,000.00	13,333.00	
House Rent Allowance(HRA)	64,000.00	5,333.00	
Leave Travel Allowance	13,333.33	1,111.00	
Flexi Allowance	12,486.00	1,041.00	
Total Fixed Component (A)	**2,49,819.33**	**20,818.00**	
Retirement Benefits provided by Company			
Employer's Provident Fund Contribution	21,600.00	1,800.00	
Employer's National Pension Scheme Contribution	-	-	
Gratuity (As per Gratuity act, 1972)	7,696.00	641.00	
Total of retirement benefits (B)	**29,296.00**	**2,441.00**	As per government rules.
Variable Pay (maximum eligible) (C)	**14,989.00**	**1,249.00**	Paid once annually as per company policy.
Total inclusive of Retirement Benefit and Variable Pay E +B+C)	**2,94,104.33**	**24,508.00**	
Approximate Value Of General Employee Benefit Provided (Non encashable and non guaranteed - subject to change as per company policy)			
Food Coupons	26,400.00	2,200.00	
Personal Accident Insurance	300.00	25.00	Cover of Rs.8,00,000
Medical Insurance	7,600.00	633.00	Cover of Rs.3,00,000
Group Term Insurance	1,600.00	133.00	Cover of Rs.15,00,000
Total of Benefits (F)	**35,900.00**	**2,991.00**	
Approximate Total Cost to Company - Per Annum (E+F)	**3,30,004.00**		
Estimated business expense reimbursements budget (G)	-		Notional value only
Approximate Gross Total - Per Annum (E+F+G)	**3,30,004.00**		Notional value only

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Date: 13th Sep2022

Vaibhav Dhuppe

Pimpalgaon, Deglur,Nanded,
Maharashtra, 431711

Subject: Offer Letter

Dear Vaibhav,

We are pleased to offer you in our organization as "**Executive– Client Acquisition**" with effect from **19th Sep 2022** or the date of your reporting, whichever is later. These are following terms & conditions:-

- Your Annual Compensation will be **Rs. 330000 per annum** as per attached herewith as "Annexure–1".
- During your tenure of employment, you will be deputed to work with our client "**IndiaMART Intermesh Ltd**" at **Pune- Chakan** location and you shall follow rules, procedure, practices & decorum, regularly & punctually prescribed by the client concerned.
- Organization reserves the rights to transfer you to and/or (Current or Future), work sites or assisted or affiliated Companies located within the country.
- Leaves & holidays will be applicable as per policies prevalent in the company.
- Performance Evaluation: The management of the Client shall have exclusive right to evaluate your performance at any time during the term of your contract employment.
- On the day of joining, you are requested to contact **Dipali Palve** working with us for completion of your joining formalities and induction. She could be contacted **@8068321395**
- Spectrum Talent Management Pvt. Ltd. (STMPL) does not charge any amount in any manner whatsoever from any Associate/s towards facilitating the recruitment of an associate with its esteemed customers. In case any representative of STM demands any amount against helping him/her to get a job with its customer/s, you are hereby advised not to entertain any such demand. Further, you are requested to bring any such incident to the notice of STM by reporting it to Email ID.
- Kindly sign the copy of this letter as a token of acceptance of this offer. A detailed Letter of Appointment setting out terms and conditions of your appointment shall be issued to you after your completing the joining formalities.

- On the day of joining, please carry all your original documents along with you for physical verification as below with the acceptance of this offer letter.

    1. Offer Letter
    2. Proof of age (birth certificate/ class 10th certificate)
    3. Proof of all qualification
    4. Proof of Permanent Address (Anyone –Voter Id Card/ Driving License/ Aadhar Card/ Electricity bill/ Bank statement)
    5. Aadhar Card
    6. Identity Proof (Anyone -Passport/ Permanent Driving license/ Voter ID)
    7. PAN Card
    8. Relieving letter/ Experience letter/ Letter of Appointment along with Resignation Letter from all previous employers
    9. Latest salary slip / Bank statement reflecting Salary credit from Employer (if applicable)
    10. 4 recent passport size photographs
    11. Cancel Cheque Copy or Bank Statement (Existing Saving Account)

- Please Note –It is mandatory to get all the original documents verified within 4 weeks from your Date of joining. In case of failure, your employment will be terminated with immediate effect.
- Should you have any queries, please feel free to contact Piyush Raj 7087344491.
- Your offer has been made based on the information furnished by you. However, if there is any discrepancy found during the antecedent check conducted by the Company or 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 & your appointment thereafter at any time.

We wish you all the best!!

With warm regards

For Spectrum Talent Management.

For Spectrum Talent Management Pvt. Ltd.

Authorized Signatory

Authorized Signatory

Candidate Acceptance

(Signature)

Annexure –I

Name: Vaibhav Dhuppe
Designation: Executive

Salary - Break up		
Component	Monthly (Rs)	Annual (Rs)
Basic	21001	252012
HRA	4699	56388
EPF (Employer Contribution)	1800	21600
Total Gross	27500	330000
EPF	3600	43200
Total Deductions	3600	43200
Approx Take Home	23900	286800

*Please note that the above-mentioned salary is inclusive of the deductions as per statutory requirements.
*Income Tax deductions, if applicable, will be as per the Income Tax Act, 1961.
*PT and LWF will be applicable as per state rule

*You are entitled to a retiral benefit of gratuity as per the provision of "Pay indicated is equivalent to 15 days' basic salary on a basis of 26 days in a month, for every completed year, as part thereof, more than 6 months. The payment shall be contingent upon continuous service of 5 years with the Company.

** **Group Medical Insurance:**
You will be entitled to Medical Insurance Coverage as per company policy.

Group Accidental Insurance:
You will be entitled to Accidental Insurance Coverage as per company policy.

Group Term Insurance:
You will be entitled to Term Insurance Coverage as per company policy.

NOTE: This Statement is only for the purpose of information and is illustrative in nature.

For Spectrum Talent Management Pvt. Ltd.

For Spectrum Talent Management Pvt. Ltd.
Authorised Signatory

(Authorized Signatory)

Candidate Acceptance

(Signature)

CarTradeTech

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OFFER LETTER

To,
Hritik Vijay Bhise,
7/76 Laxmi Market,
Gondhali gully, Ichalkaranji(Kolhapur),
Maharashtra-416115.

December 29, 2022

Sub: Offer letter for the position of Account Manager

Dear Hritik,

We are pleased to offer you the position of **Account Manager** at CarTrade Tech Limited.

About CarWale

Part of CarTrade Tech Ltd., CarWale's mission is to simplify car buying in India. We strive to be our customer's one stop source of unbiased information on cars through our expert reviews, owner reviews, detailed specifications and comparisons. Whether you are looking for a New or Pre-Owned car, CarWale offers accurate On-Road Prices, comprehensive research and comparison tools including reviews, photos, videos and more. Today we serve over 20 million unique visitors every month, and at least one third of the country's car buyers go through www.carwale.com at some point during their pre-purchase research. Today we are able to provide a variety of choices in vehicles and attract more than 25 million genuine users each month.

Before you sign up with us, we would love to tell you more about the team you are going to be part of and believe it will help you make the right decision.

Our Culture

Culture and the values that brought us together is core to us and are the fundamental reasons why we have started on this journey. It's our constant effort to work with very talented individuals who live according to the same values as we have and here they are:

1.Be Respectful: We have had a very humble start and it is the value of respect and kindness towards each other that matters to us. We don't just show respect, concern and care in our behavior but strive to be more kind in making decisions that affect our lives. There are times when we are right and it's easy to defend a decision, but it's more important to see if we are kind as well, to our organization, to our team and to the individual.

2.Stay Agile: We reached where we are through a lot of experimentation and still anticipate an ongoing adaption of the business model. We go with the flow, with the growing needs of the company. Only people who are agile and flexible thrive with us and those who aren't find it difficult to grow here.

3.Results Matter: We and only we are accountable for the commitments we make and the goals we write against our name. We believe in working with talented people who are self-responsible and self-motivated. In our experience such colleagues are worthy of freedom and give their best with minimum monitoring or instructions. While we all make efforts, we know what matters is the result. So, we behave responsibly and take full responsibility of the results that we produce. When something goes wrong, we look within and see what we need to change in ourselves and not find reasons outside of ourselves. We judge ourselves and others by the outcome they produce.

4.We before I: In our day-to-day decisions and on matters that are important and impact our customers, shareholders and colleagues, we look at the larger interest before taking care of our own interests. So the Team comes before the Individual; Division comes before Team and Company comes before Division.

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

Compensation Structure:

Particulars	Description	Monthly (Rs.)	Annually (Rs.)
Basic Salary	40% of Fixed Salary	9,616	115,387
HRA	50% of Base Pay	4,808	57,694
Statutory Bonus	Applicable as per statutory requirement	583	6,997
Supplementary Allowances	Balancing Figure	9,032	108,390
Gross Salary		**24,039**	**288,467**
Provident Fund	Employers contribution	1,800	21,600
Gratuity (Accrual Only)	4.81% of Base Pay	463	5,550
Accident Insurance		25	300
Mediclaim Premium		1,174	14,083
Cost to Company		**27,500**	**330,000**

*Premium amounts are subject to exact age of dependents

Your appointment is subject to a probation period of 6 months, subject to your performance and conduct being satisfactory.

You may resign from your job only after giving notice in writing for 15days (during probation period) & 30 days (post probation) or payment of salary in lieu thereof.

Taxes:

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

ANNEXURE

Compensation Structure:

Particulars	Description	Monthly	Annually
Basic Salary	40% of Fixed Salary	9,616	115,387
HRA	50% of Base Pay	4,808	57,694
Statutory Bonus	Applicable as per statutory requirement	583	6,997
Supplementary Allowances	Balancing Figure	9,031	108,366
Gross CTC		**24,039**	**288,467**
Provident Fund	Employers Contribution	1,800	21,600
ESIC	3.25% of Gross Salary	0	0
Gratuity (Accrual Only)	4.81% of Base Pay	463	5,550
Accident Insurance		25	300
Mediclaim Premium		1,174	14,083
Cost to Company		**27,500**	**330,000**

Asset allowance (Laptop) policy: Employee using owned Laptop for official purpose is eligible for additional of Rs.1,000/- per month.
Field Allowance: Employee is eligible for the field allowance amount per month as per the specific city tier category.
Taxes: Please note that all amounts payable to you as compensation shall be subject to deduction of tax & or other deductions as are required by laws for the time being in force. The terms of this appointment are intended to be kept strictly confidential.

Warm Regards,

CARTRADE TECH LIMITED NAVI MUMBAI

Human Resources
CarTrade Tech Limited

UNIVERSAL GAUGES
MULTI GAUGING
AIR GAUGES
ELECTRONIC GAUGES
GAUGING AUTOMATION
SPC SOFTWARE

TASK PRECISION INDUSTRIES PVT. LTD.
Driven by Precision

TPI/786/Acct/22-23/001 Dt.25.04.2022

To,
Sarvade Vijay
Pune.
Email ID: vijaysarvade52@gmail.com
Mobile: +91 97302 78842

Subject : - Appointment Letter

Dear Mr. Sarvade Vijay

With reference to your application and personal interview had with you, we are pleased to appoint you as a **'Project Engineer'** w.e.f. 25th of April 2022 in our organization and you have to sign an agreement of continuing the service for minimum 2 years in order to have a long term association with the company.

Kindly note that our office timings are 9.00am to 5.30pm & Thursday is our weekly off.

You will be entitled for all the holidays of the organization, the weekly off and the salary of Rs. 27,000/- p.m. (Rs. Twenty Seven Thousand only) as per company rule will be paid to you.

During the period of employment you will strictly follow all the rules and regulations as enclosed, of the organization and sign in acceptance.

Thanking You.

Yours Truly For,
Task Precision Industries Pvt Ltd,

TASK PRECISION INDUSTRIES PVT. LTD. Yewlewadi Pune - 48.

Moiz Jamali
Director

TASK PRECISION INDUSTRIES PVT. LTD.
Website: www.taskgauges.com Mail us: info@taskgauges.in, moiz.task@gmail.com
Jamali Estate, S. No. 3/1/2B, Yewlewadi, Pune 411048. Ph.: +91 97303 11253 Cell: +91 90960 92960, +91 98604 28052, +91 98227 43052

Manufacturer's of • CUSTOMIZED MULTIGAUGING • MECH • AIR • ELECTRONIC • SPC • AUTOMATION FOR • QUALITY & RELIABILITY

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cognizant

Ref No: 23608962
30-Nov-2022

Rushikesh Patil

Dear **Rushikesh**,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Process Executive - Data** with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. Your place of posting will be **Pune**.

Your annual total compensation will be INR 320,001. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 months** of your experience as relevant in this offer, which will be kept up-to-date in our records.

Your appointment will be governed by the terms and conditions of employment presented in **Employment Agreement**, as well as any rules, regulations and practices currently in place at the time of employment.

We request that you join us on or before **22-Dec-2022**.

Please note:
- This offer is subject to satisfactory professional reference checks
- This offer is valid for three (3) months from the date of offer. Any extension shall be at the discretion of Cognizant and shall be communicated to you in writing
- Prior to beginning work with Cognizant, you must provide evidence of your right to work in India and other documentation requested by Cognizant

We are delighted to welcome you to the team! You are joining Cognizant at an exciting time, and we know your fresh thinking and expertise will help us accomplish great things.

If you have any further questions or need clarification on this offer, please feel free to contact us.

Best regards,
For **Cognizant Technology Solutions India Private Limited ("Cognizant")**,

Shibu Balakrishnan
AVP – HR

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

Signature: **Date:**

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Date :03/08/2022

To

Tavare Omkar
(Code: CAN291296)

Provisional Offer Letter for Fixed Term Contract

We are pleased to offer you employment in our organization at Randstad India Pvt. Ltd as **Rep, Tax Reporting Compl.** Your services are being deputed to **BNY MELLON INTERNATIONAL OPERATIONS INDIA PRIVATE LIMITED** on the following terms and conditions:

- Your employment will be valid from **03/08/2022 To 07/12/2022**, unless and until it is specifically extended in writing by Randstad India Pvt Ltd.
- Your Salary Gross will be INR 320,000.00 per Annum (as per Annexure 1) and will be paid out basis your actual joining date.
- Your employment is subject to completing our onboarding process, which requires you to :

  a. Complete on the Randstad portal:
     - Employee profile form
     - Statutory Nomination forms like ESIC, PF, Mediclaim etc.

  b. Upload proofs of your documents:
     - Government mandated ID proof: Aadhar Card and PAN
     - Address Proof (Any one): Voters ID, Passport, Driving License, Ration Card etc.
     - Copy of both Educational certificates & Previous employment documents.
     - Bank Details for Salary processing: Copy of cancelled cheque.

Please note that this is only a provisional offer of employment for a fixed term and is not to be construed as an appointment letter. A detailed appointment letter would be issued to you once you fulfill our employment terms and conditions & upon confirmation of joining duty by the manager.

The next step is for you to log into Randstad Direct, our employee portal to accept this offer.
You will soon receive an email and SMS on your registered number with a link to the online portal and your OTP to login.
A User guide is also available to help you complete formalities on/before your DOJ.

Please get in touch with us for any queries.
Wishing you the very best!

Yours truly,

For Randstad India Pvt Ltd.

S. Balakrishnan

Authorized Signatory
Balakrishnan S
Head - HRSSC

Registered Office :
Randstad India Private Ltd
Randstad House,
Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
Nungambakkam, Chennai 600 006.
P +91 (0) 44 66227000 F +91 (0) 44 66227474
www.randstad.in

Tata AIG General Insurance Company Limited
Regd Office: 15th Floor, Tower A, Peninsula Business Park,
G. K. Marg, Lower Parel, Mumbai - 400 013,
Tel. No.: +91 22 66930000
www.tataaig.com
IRDA Registration No.: 108
CIN : U85110MH2000PLC128425

Great Place To Work. Certified

TATA AIG INSURANCE
WITH YOU ALWAYS

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06 November 2022

Mr. Pavan Bhanuse
Flat no. 18
Muktai Park
Pune, Maharashtra - 411041
India

Dear Pavan,

Subject: Offer Proposal

We, Tata AIG General Insurance Company Limited are pleased to extend you an offer proposal for the position of **Channel Sales Manager - Agency Health** at **Band 1** in **Agency Health - Associate** department.

Your initial place of posting would be **Koregaon Park.** The Company reserve right to transfer you to any location / department and / or job role in India or abroad in the future, as maybe required for the Company's business requirement.

Your annual Cost to Company will be Rs. 320,000.00 per annum. The compensation details are detailed in the 'Annexure' to this offer letter. You will be eligible for performance bonus / incentives as per the Company's policies from time to time.

This offer letter is contingent upon the successful completion of health declaration and background verification that may be conducted by the Company or any other external agency authorized to conduct the same. By accepting this offer letter, you hereby give your unconditional consent to the Company or any third party appointed / nominated by the Company to conduct background verification including but not limited to current and past employers, criminal conviction records, university / school / college records, professional and personal references and other verifying sources / authorities.

We would expect you to revert with offer acceptance within 3 working days of receipt of this offer letter and join us latest on or before **24 November 2022**, beyond which the offer and this offer letter would stand withdrawn, unless a new date is by the Company in writing.

A detailed appointment letter will be issued to you upon joining and completion of requisite documents submitted by you or as may be required by the Company.

Yours Sincerely,

For Tata AIG General Insurance Company Limited

Jitesh Bawa

Chief Human Resource Officer

tataaig.com | *think ahead*

Name	Pavan Bhanuse
Designation	Channel Sales Manager - Agency Health
Band	Band 1
Location	Koregaon Park
Department	Agency Health - Associate

Component	Per Annum (Rs.)
Basic Salary	126,000.00
House Rent Allowance (HRA)	6,300.00
Statutory Bonus	12,000.00
Supplementary Allowance	148,039.00
Statutory Benefits	
Provident Fund (Employer Contribution)	21,600.00
Gratuity	6,061.00
Total Fixed Pay	320,000.00

#Statutory Bonus shall be payable in accordance with The Payment of Bonus Act, 1965, as applicable.
*Gratuity shall be payable in accordance with The Payment of Gratuity Act, 1972, as applicable.
*Note-All of the Above Payments would be subject to tax and other deductions as per norms

Guidelines for Supplementary Allowance:	
a) Each employee is entitled to exercise his / her choice of apportionment of FAP subject to total limits available against each allowance	
b). The below selection shall be taxable / non-taxable as provided for under the Income Tax act and the rule there made under and amended from time to time	
Allow / Reimb Head	Permissible Limit (in INR)
Food Coupons	Rs 15000 (or) 26400 per annum
Gift Vouchers	Rs 4999 per annum
LTA	Upto Rs. 2 Lakhs per annum
Children Hostel Allowance	Rs 300 per child per month up to a max of 2 kids
Education Allowance	Rs 100 per child per month up to a max of 2 kids
Vehicle & Fuel Maintenance (Only for Band 3 & Above Levels)	Rs 21600 per annum
Driver Salary (Only for Band 3 & Above Levels)	Rs 10800 per annum
Telephone Reimbursement	Rs 12000 or 24000 per annum
National Pension Scheme	10% of the basic Salary or 1.5 Lakhs whichever is lower.

Other Benefits*	Cover
Group Mediclaim Insurance cover	Self, Spouse and 2 dependent children on a family floater basis.
Group Term Life Insurance cover	Two times of Annual fixed compensation less retirals or Rs.10,00,000 whichever is higher. (Retirals includes PF and Gratuity)
Group Personal Accident Insurance cover	Applicable as per the company policy.
Voluntary Parents Mediclaim Policy	An employee can cover his/her dependent Parents and/ or Parents in laws. This is a voluntary policy where the premium will be borne by the employee.

** Please refer the Individual Policy Documents for more details*

Dnyaneshwar B. Rao Unawane <placement@mmimert.edu.in>

Offer Letter

1 message

Kaustubh Otari - HR <kaustubh.o@knowlathon.com>
To: mm imert <placement@mmimert.edu.in>

Mon, Dec 26, 2022 at 6:27 PM

Hello,

Please find attached document.

Kaustubh Otari

Human Resource- Manager
: +91 7030900672

Knowlathon IT Services (I) Pvt. Ltd.
Training | Certifications | Consulting

#LearnGrowRepeat | #LearnWithKnowlathon

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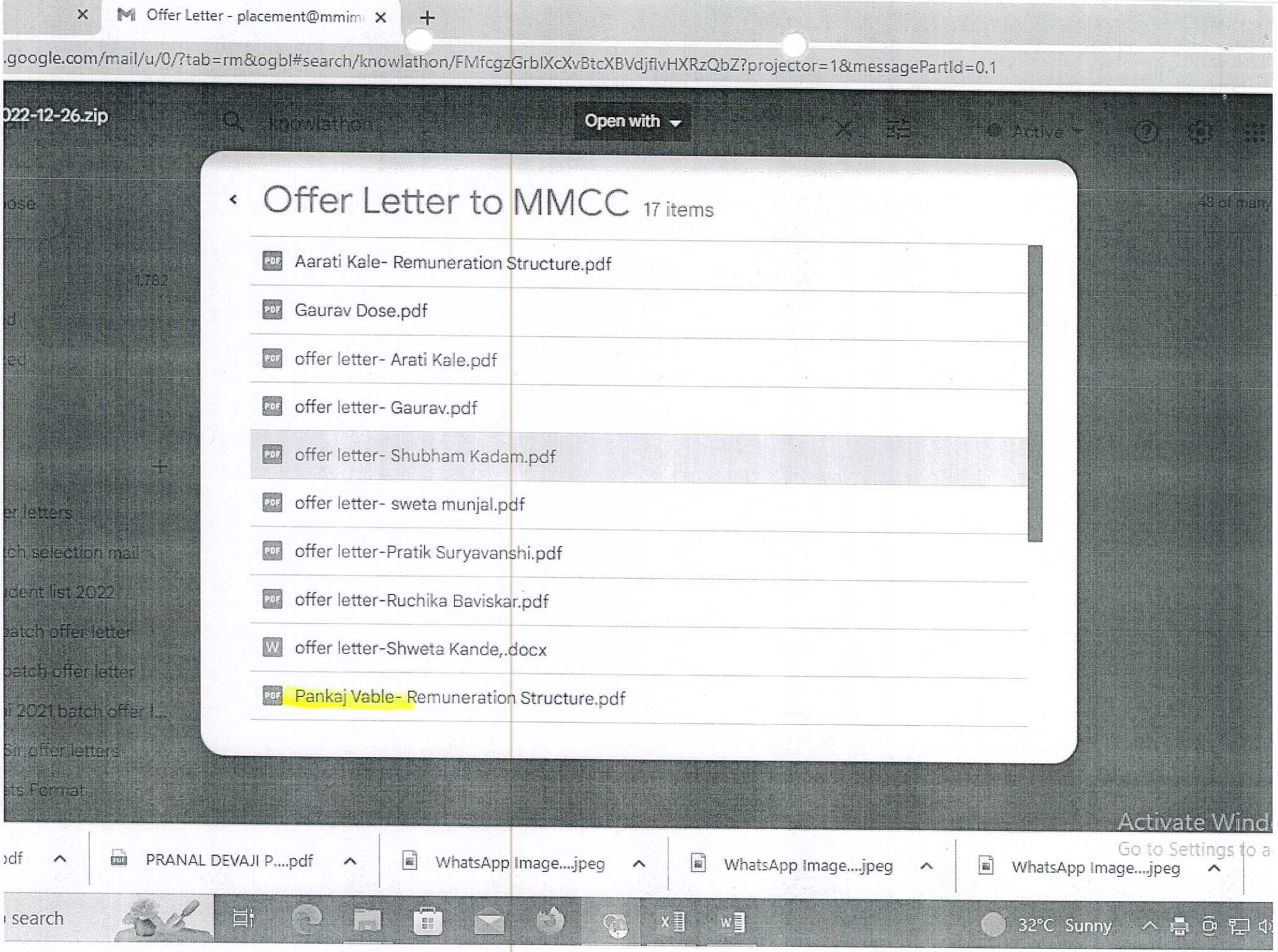
1533K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Offer Letter to MMCC 17 items
Aarati Kale- Remuneration Structure.pdf
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KNOWLATHON	Offer Letter	Document No:- ITSM/HR/F01 Revision No:- 00 Date :- 12/10/2015

19/05/2022

To,
Pankaj Vable,
Pune- Maharashtra.

Subject: - Offer letter

Dear **Pankaj Vable**

This has reference to the job discussions you had with us.

We are pleased to make a provisional offer of appointment designated as **"Business Development- Executive".** Your Joining date will be **1st June 2022**

On reporting please bring two recent passport size photographs, photocopy of all educational certificates, proof of age certificate, last employer's salary certificate and relieving letter of the last employer.

You are required to confirm the Company on or before **27th May *2022.*** Please return a signed copy of this letter as a token of your acceptance of the offer, confirming your date of joining.

We look forward to a mutually rewarding relationship.

For **Knowlathon IT Services Pvt Ltd**

Accepted & Agreed

HR-Manager

Signature:-:.....

Mr. Kaustubh Otari

Pankaj Vable

Remuneration structure - w.e.f. 19 May 2022 Pankaj Vable			
	Monthly		Annual
Basic Salary	₹ 5,000		₹ 60,000
HRA	₹ 3,750		₹ 45,000
Education allowance	₹ 1,250		₹ 15,000
Conveyance allowance	₹ 1,250		₹ 15,000
Medical Allowance	₹ 1,250		₹ 15,000
Other allowance	₹ 2,300		₹ 27,600
Performance Linked Pay	₹ 7,500		₹ 90,000
Annual Performance Bonus	₹ 2,500		₹ 30,000
Profession Tax	₹ 200		₹ 2,400
Gross Salary	**₹ 25,000**		**₹ 3,00,000**

I have understood and accepted all components in this remuneration.

Sign

Date

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Kalyani Forge Limited

CIN: L28910MH1979PLC020959

Shangrilla Gardens, 1st Floor, B & C Wing, Opp. Bund Garden, Pune - 411001

Ref No: HRD/OL/2023-24/00239

Date: 13.10.2022

To,

Mr Vishal Najan
At- Pune
Karevenagar
Pune 411052

Subject: Offer Letter

Dear Mr Vishal Najan,

Following the recent interview and discussion you had with us, we are pleased to extend an offer based on the terms and conditions stipulated hereunder;

Designation	: Trainee (Grade: MG-9)
Department	: Marketing
Location	: Kalyani Forge Limited, Corporate Office, Koregaon Bhima, Pune
Date of Joining	: 15.07.2023 or earlier
Stipend	: Rs. 300,000
Training Period	: Twelve (12) Months

You are requested to bring your most **recent passport size photograph (3 copies)** along with copies of following documents along with original for verification at the time of joining.

1. Educational Qualifications
2. Experience Certificates
3. Proof of Last Drawn Salary / Salary Slip
4. Current Employer Relieving letter
5. PAN Card and Aadhar Card
6. Medical Fitness Certificate

We look forward to welcome you as part of our team and believe you will find this opportunity mutually challenging and rewarding.

We would like to receive your response within three (03) days of receipt of this letter and request you to submit your accepted resignation letter as an acceptance of this letter.

Sincerely,

For Kalyani Forge Limited

Mr. Viraj Kalyani
Executive Director

Encl.: Annexure 1 - Gross CTC Break-up

With the signature below, I accept this letter of intent & confirm my joining on:

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CRISIL

An S&P Global Company

23-02-2022

Pune Branch

Dear Hrushikesh Hase

Mob no- 7057531895

Offering post- Sr.Supervisor Asst.

I am recruiter for the CRISIL Ltd. (Finance Domain) , our department is hiring for the position of sr. supervisor assistant and I am diecreminating information about this opportunity.

CRISIL requires candidate who are team player , self motivated , physically fit mentally strong to succeed at whatever they do.CRISIL finance domain perquisite for the position of researching consulting include the following (age), (Education),(License). CRISIL is an exciting and rewarding career . I am sure that many of students would interested in this career and ultimately satisfaction of CRISIL Ltd.

Thank you for your time and attention . Please contact me at your earliest availability to discuss potential recrutment efforts.

We are thanks to offer you and welcome in CRISIL life. Hope we grow up together and achive mildstone.

Your joining date – 1st of march 2022

Please complete further documentation , if any pending.

Sincerely,

HR Department- Domain

Crisil Ltd.

Pune-411005

YARDI

United States
Canada
Europe
Asia-Pacific

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APPOINTMENT LETTER

Confidential

Date: 21-Nov-2022

Employee ID : 5425 - Sonam Jadhav
93/96 New Mahatma Phule Peth,
Nr. Shramadan Maruti Mandal,

Pune-411042 Maharashtra

Dear Sonam,

Sub.: Appointment for Employment as Associate Compliance Auditor - Affordable

This letter confirms your full time employment as Associate Compliance Auditor - Affordable with Yardi Software India Private Limited ("Company") Pune. Start date of this position is 21-Nov-2022 at 9.30 a.m. Responsibilities include, but are not limited to:

To verify the documentation provided by the applicant/resident and discover the discrepancies in the residents file and to determine household eligibility for the Affordable housing program.

1. Appointment

Your place of posting shall initially be Pune (India). However, you can be posted to any location in India or abroad, as may be required for the Company's business, subject to Company's policies from time to time.

2. Remuneration:

a. You will be paid Annual Gross Salary as detailed in **Annexure A**.

b. In addition to the above, you shall be entitled to receive various employee benefits as detailed in **Annexure A**. These benefits are governed by the Company's policies and are subject to revision from time to time.

c. Salary reviews and re-fitments will always be subject to the schedules as may be implemented by the Company from time to time. Your growth in the Company and increment in the salary will depend solely on your performance and contribution to the Company. Your employment should be confirmed by the company before being eligible for any salary review.

d. In case of change in the existing statute or introduction of new statute including but not limited to requiring payment of new salary component or existing salary component at a higher percentage, the Company reserves a right to adjust the salary components within your then existing Annual Gross Salary.

e. Your remuneration package is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.

3. Hours of Work

a. You will be required to work for 8.5 hours per day (Monday to Friday) including half an hour for lunch. Further, depending on project/work contingencies, work load and business requirements, at any given time you may be required to work outside these stated hours, including weekends.

b. You may also be expected to travel to other locations at times outside of your official working hours. You may at any time be called upon to perform other than your normal duties which in the opinion of the Company are within your capacity to discharge and you will forthwith undertake these duties with care and diligence.

c. You agree to work at timings that overlap with the Company's global clients/offices as needed.

4. Probation Period

Your employment is subject to a minimum of six month probation period at the end of which your performance will be evaluated and a decision on your confirmation will be taken. Your retention in the Company's service will be subject to your successful confirmation and maintaining the expected level of performance thereafter.

During the Probation Period, either Party may terminate this employment, with or without any reason, by giving a one (1) day written notice to the other party.

5. Condition for Appointment for Employment

a. The Appointment for Employment is subject to:

i. Your acceptance of Appointment for Employment

ii. Your employment may be subject to you being found medically fit by our medical authority and you will submit to medical examination as and when required by the company. After joining the company's rolls, your retention in the company's service will be subject to your maintaining yourself in a state of Medical fitness.

iii. You clearing of background verification test. Please submit the documents within 7 days of receipt of this Appointment of Employment as per **Annexure B**;

iv. You being free from any obligation owed to a third party which might prevent you from joining the Company;

v. The information provided by you in relation to your employment by the Company regarding your background and/or previous employment being complete, accurate and not misleading in any respect; and all information obtained by the Company in respect of you being fully satisfactory to the Company;

vi. You are complying with all the statutory as well as Company's rules and regulations applicable to your employment.

vii. You are expected to join the Company after your present employer formally relieves you. However, in case you are unable to present the relieving letter at the time of joining, Company will not be liable for any consequences arising out of your previous employment. You shall indemnify and hold the Company harmless against any costs, losses and expenses that the Company may be required to pay as a result of not producing a valid letter unconditionally relieving you from the previous job.

b. Please note that the Company reserves the right not to accept you into its rolls or after such acceptance, to discharge you from its rolls, in case any of the information provided by you is found to be incorrect, particularly submission of documents in proof of your qualifications and/or experience, without any notice or salary in lieu thereof.

6. Leave

a. You will be entitled to paid leave each year as per the Company policy, as applicable from time to time. If you join the Company during the year, you will be entitled to paid leave on a pro-rata basis.

b. Further terms and conditions pertaining to Paid Leave and other benefits are more particularly described in the Company Employee Handbook.

7. Termination

a. After your services are confirmed, either party may sever the employment by giving a written notice of one month, **(the "Notice Period")** or payment of gross salary in lieu thereof.

b. In case of resignation, the Company reserves the right to:

i. relieve you earlier than the Notice Period;
ii. extend your Notice Period subject to your satisfactory handover of charge and completing the assignments, projects;
iii. decide whether the Notice Period shall run concurrently with the period of any leave which may be granted to you;
iv. Decide whether your notice shall stand extended to the extent of the leave availed of by you during the Notice Period.

c. Notwithstanding anything contained anywhere else, your employment with the Company may be terminated without prior notice if, in the opinion of the Company, you, at any time:

i. commit any serious or persistent breach of any of the terms and conditions of this Appointment letter or any of the provisions of employee handbook or other documents incorporated by reference in this document;
ii. do or cause to be done any act, deed, matter or thing adverse to the Company's interests;
iii. are guilty of any misconduct or neglect in the discharge of your duties or exercise of your powers hereunder or otherwise vested in you from time to time;

iv. fail to or neglect in observing and complying fully with all resolutions, regulations, instructions and directions from time to time made or given to you by the Company;

v. have furnished any information or made any representation that is found to be incorrect or if any material information is detected by the Company to have been suppressed by you or any action on your part is found to be in contravention to the terms and conditions herein;

vi. become of unsound mind;

vii. are convicted of any criminal offense;

viii. become incapacitated or prevented by illness, accident or any other circumstance from discharging in full your duties.

8. Effect of Termination

a. Upon termination of your employment with the Company for any reason, you will:

i. hand over charge to such person or persons as informed to you;

ii. surrender to HR representative or such specified person all of the Company's property including but not limited to any confidential information, all hardware, software, documents, books, or any other articles of the Company and /or copies thereof belonging to the Company which, pursuant to your employment with the Company, may be in your use, occupation, control or possession and must not retain any copies, extracts or reproductions of all or any part of that property or confidential information;

iii. continue to be bound by your employment obligations to the Company including in relation to Company's confidential information and intellectual property.

iv. not make any statements (whether oral or written) or do anything which might damage the reputation of the Company or interfere with Company's relationship with its clients and customers.

b. Without prejudice to Company's other rights and remedies, the Company will be entitled to deduct from your emoluments, the amount of any claims which the Company may have against you either under the terms of your employment or otherwise.

9. Indemnification

a. You shall, at all times, indemnify and keep indemnified the Company against all sums whether by way of claims, demands, damages, costs, charges or expenses paid or incurred by the Company in or in connection with any action, claim proceeding or demand instituted or made against the Company caused or occasioned by your breach, failure, default or neglect, in the opinion of the Company.

You agree that no representations or promises concerning the terms of employment have been made except as set forth in this letter, and that your employment with the Company does not violate any conditions of any other agreements you may have made prior to accepting this Appointment letter.

10. Non Solicitation

During the term of your employment:

i. You shall not directly or indirectly, or through any other party, solicit or Appoint or give employment to any persons who are employees of the Company.

11. Accountability

a. You shall perform any such duties diligently and faithfully as are incidental or implied and consistent with your relevant experience, training and qualifications or may be reasonably delegated as being in the best interest of the Company.

b. You shall devote the whole of your time, knowledge, skill and attention to the performance of your duties with the Company and attend at the premises/place(s) where you shall from time to time be employed on such days including, if the exigencies of our business so require, on any Company holiday and public holidays and at such hours as shall be required. You shall not undertake any business or other assignment whether honorary or remunerative or accept any reward, directly or indirectly, without prior written permission from the Company.

c. You shall understand, accept and sign the Employee Handbook, Non-Disclosure Agreement, as revised from time to time, which are deemed to be incorporated by reference in and are considered to be a part of this Appointment letter.

d. You agree to fully co-operate with the enforcement of and to endorse/sign any policies brought into effect by the Company from time to time, either for compliance with the requirement of any law or, otherwise, as and when deemed appropriate by the Company for the harmonization of its operations.

12. Intellectual Property Rights

"Intellectual Property Rights" means any and all existing and future intellectual or industrial property rights (whether registered or unregistered) including, without prejudice to the generality of the foregoing, all existing and future patents, copyrights, design rights, database rights, trade marks, internet rights/domain names, know how, confidential information and any and all applications for any of the foregoing and any and all rights to apply to any of the following. You shall assign to the Company your entire right, title, and interest in any invention, discovery or improvement that you might make solely or jointly or by assisting others, in the course of your employment with the Company relating to any and all products, software designed, developed, manufactured or marketed or leased or developed by the Company. You shall perform any acts and execute such documents without expense to you which in the judgment of the Company or its attorneys may be needful or desirable to secure to the Company the best patent protection and all the rights to such invention, discovery or improvement.

13. Confidentiality

You shall not divulge any secrets, transactions or confidential information related to our Company/business/clients/customers that you may acquire, at any time during your employment in respect of any technical, trade or business data, customers' names/business details or any other information that might come to your knowledge or possession, which according to the Company are necessarily confidential and form valuable property of the Company. Your obligation not to disclose confidential information will be in force even after separation from the Company. You shall hand over all records under your possession to the Company on separation. The Company reserves the right to initiate legal action in case of failure to abide by this clause. You have to safeguard Company and its customers' confidential information even after the termination of your employment or business relationship with Company.

14. Retirement

The age of retirement from the Company shall be on attainment of sixty five years. For this purpose, the date of birth considered will be as per the certificate of proof of age submitted by you at the date of joining the Company. In case the last day of your employment falls on a non-working day, your last day of employment shall be the immediately preceding working day.

15. Tax

Company may from time to time, deduct any statutory deduction or withholding tax as may be required by applicable law.

16. Consent Regarding Personal Data

This clause relates to the Personal Data that you may be requested to provide in connection with your employment. Personal Data includes any information related to a natural person that is, in combination of other information or otherwise, is capable of identifying such person notably including financial information such as Bank account or credit card or debit card or other payment instrument details, physical, physiological and mental health condition, sexual orientation, medical records and history, Biometric information, any information or detail relating to previous employment details, educational qualifications and criminal record. You hereby understand and consent to Company, without any reservations, to (i) collect any of your Personal Data or other data from your last employer or through any internal or external agencies appointed for this purpose, (ii) use or process such data in connection with your employment with the Company or any matters arising from such employment, and (iii) sharing such data with any outside agencies or third parties for verification and validation of this information, processing in relation to employment or matters arising from such employment, or in compliance with the Company's contractual or statutory obligations.

You understand that you may withdraw the consent by informing in writing to Company's designated representative for this purpose. You also consent and accept that if such withdrawal of consent affects the purpose for which your Personal Data was sought, Company reserves the right to take steps as it deems appropriate. You understand that this consent is obtained by the Company to ensure compliance of The Information Technology (Reasonable Security Practices and Procedures

and Sensitive Personal Data or Information) Rules, 2011 and any successor laws regarding the subject.

You understand, accept and sign the "Consent Form" with respect to employees personal and sensitive data provided at **Annexure C.**

17. Changes in Personal Details

Any change in your residential address, telephone numbers, marital status, and academic qualifications should be notified in writing forthwith and should be updated in the HR portal of the Company. All communication will be addressed to you on the last address notified by you and it will be presumed that you have received such communication addressed to you.

18. Governing Laws and Arbitration

a. This Appointment letter shall be governed under the laws of India and subject to the exclusive jurisdiction of courts in Pune.

b. Any dispute between you and the Company shall be settled by a sole arbitrator to be appointed by the Company, the place of arbitration shall be Pune and the language of arbitration shall be English.

c. In the event of any dispute or differences arising out of this Appointment letter or breach of any of the terms of this Appointment letter between the parties hereto for interpretation, exercise, use or execution of any of the clauses of this Appointment letter, the same shall be referred to the HR Head of the Company or his duly nominated official whose decision shall be final and binding. The venue shall be at 2nd Floor, Sigma House, Off S.B. Road, Pune – 411 016.

19. Other terms and conditions

a. During the period of your employment, you shall be governed by all the applicable Company rules, regulations, policies, procedures and notices that are in force currently and that may come into force from time to time. The Company's decisions on all such matters will be final and binding on you. Any subsequent variations by the Company to any terms, conditions, rules or regulations generally governing the members of the Company's staff will prevail and be applicable to you. Violation of such policies could lead to disciplinary actions upto and including termination of employment.

b. After joining the Company's rolls, your retention in the Company's service will be subject to your maintaining yourself in a state of medical fitness.

c. You shall be required to comply with the information security policies and procedures as notified from time to time.

d. You shall be guided by the employee Handbook amended from time to time and shall be required to demonstrate an appropriate behavior towards its adherence and cherish the values propagated by the Company.

e. You understand and agree that any designation given to you in the course of your employment with the Company will be purely ceremonial and ipso facto shall not carry any right of office. You further understand and agree that no such designation, by itself, entitles you to be a member of the Company, or grants you any rights outside the scope of this Appointment letter unless specifically communicated to you in writing by the Company.

f. You agree that this letter contains the entire understanding concerning the matters discussed above, and supersedes and replaces any prior Appointments, understandings, representations, promises, or agreements by or on behalf of the Company. Any changes in these terms must be set forth in writing and signed by a duly authorized officer of the Company.

g. This Appointment is contingent upon satisfactory completion background verification test, signature page from the Company Employee Handbook, signed Non-disclosure Agreement and the signed Employee Declaration Form.

Please review this letter of Appointment. Please sign the enclosed duplicate copy of this letter and return it to the undersigned as a token of your acceptance of the terms and conditions mentioned above, failing which this Appointment for Employment stands cancelled.

All of us are excited about working with you at Yardi Software India Private Limited and look forward to a mutually rewarding relationship.

Yours Sincerely,
For **Yardi Software India Private Limited**

Trupti Shirodkar

Senior Manager HR

ACCEPTANCE

I have read and understood all the terms and conditions contained in this Appointment letter, it accurately reflects my understanding of the terms and conditions of my employment with the Company. I wish to accept employment with the Company on such terms.

I have not relied upon any other promises, understandings or representations in choosing to accept employment with the company. I understand and agree that any changes in the terms of employment described in this Appointment letter must be set forth in a written instrument signed by a duly authorized officer of the company.

Name: Employee ID : 5425 - Sonam Jadhav
Place: Pune
Date:21/11/2022

SANKALP
MANAV VIKAS SANSTHA

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SANKALP
Manav Vikas Sanstha, Bandarwada
Tq. Pathri, Dist. Parbhani (MH)
Pin - 431506 (India)
Reg. No: F-1169 (PBN)
E-mail : sudhakarsankalp@gmail.com

Appointment letter

Date: 1st April 2022

To,

Ms. Monika Kolekar

Address: - D-601, Tanish Bhakti, Aalandi – Markal Road,

Near Nanashri lawns, Charholi bk, Pune-05

We as a "Sankalp Manav Vikas Sanstha" are pleased to inform you that as per your application dated 27th March 2022 you are appointed on a fixed one-year contract basis for our "Women Empowerment Project", from 1st April 2022 to 31st March 2023 for **Designer Technician** post. Subject to the following terms and conditions. At 10:00 a.m. on the date, 1st April 2022 you should start working at the office/Center/Project of the organization on time.

For this, you will be paid a salary of Rs. 20,000/ - per month.

Terms and Conditions:

1) If you are not present on the above date/time, your appointment will be deemed canceled. Please note this

2) Appointment of this post will be on a contract basis from 1st April 2022 to 31st March 2023. It is mandatory to complete the at listfor the term of three months. Also, if there is no progress within the threemonths, the organization will dismiss the worker.

3) Your place of work shall be as per organizational requirements. The organization reserves the right to ask you to relocate or work from home.

4)The organization reserves the right to modify this agreement as per the requirement of the organization.

5) It will be mandatory to implement the program/initiative determined by the organization in time.

6) It will be mandatory to follow the rules laid down in the financial policy and human resource policy of the organization.

7) It will be mandatory to work on the project/Center/Office for at least 25 days a month.

8) The working hours of the branches of the organization and the working hours of the organization will be determined by the organization, it will be mandatory to follow those times.

9) It will be mandatory to prepare all the required documents/reports as per the plan and submit it to the organization on time.

10) It is mandatory to do not share any document/documents and information of the organization can be given to any organization, person, or anyone else outside the organization without the permission of the organization.

11) No one in the organization will be able to do such an objection or behavior that will hurt a person in the team of the organization, his mental stigma, or will be a hindrance to the person. If found to be so, the organization reserves the right to immediately dismiss the person/worker from the organization.

12) It should be noted that if there is more than a half-hour delay in a trice in the month in office work/work area/Project/Center then the salary of the day will be deducted.

13) No person/worker may engage in any conduct, transaction, or action which may bring disrepute, embarrassment, or obstruction to the organization. If such an incident is noticed by the organization, the organization will have the right to take legal action against him/her.

14) If leave/leaves are required for private/personal work, it will be mandatory to submit a written application at least 2 days in advance.

15) You will be fully responsible for handling the goods (assets) and documents received from the organization during the project period. If the goods/materials are not available/damaged/lost from the worker for any reason, he/she will be obliged to deposit the original amount of the goods in the organization.

16) As per the rules decided by the organization, your documents e.g. It is mandatory to submit documents like educational documents, ID & address proof, photo, relieving letter, affidavit, Xerox copy of bank passbook, etc. to the organization.

17) Discipline, Terms, Rules, and Code of Conduct of any person/worker will be continuously violated by any person/worker, the organization will immediately dismiss that person/worker from the work of the organization without notice.

18) Your Roles and Responsibilities (Job Descriptions) will be given on separate sheets for your reference.

19) Resignation: You shall provide a minimum notice of one month to the organization, in the event you desire to resign due to circumstances, unavoidable reasons etc.

The management reserves the right to accept the resignation with immediate effect or may postpone the same to such future date as mutually agreed between Sankalp Manav Vikas Sanstha and you in the event you resign from organization, you shall provide the services to Sankalp during the notice period.

20) You will work under the supervision of such officers as may be decided upon by the Management from time to time. You shall diligently and satisfactorily carry out instructions given to you by your superiors in connection with the work assigned to you to the best if your skill and ability.

21) You need to return a signed second copy to the office/Project/Center in the organization as an acknowledgment.

SANKALP MANAV VIKAS SANSTHA Reg. No. F-1169 Parbhani

Sudhakar Kshirsagar

Executive Director

Sankalp Manav Vikas Sanstha, Pathri.

I, the undersigned **Monika Kolekar** consenting me to the organization the terms and conditions are acceptable and I agree to abide by them.

Signature - .....

Name Monika kolekar

Address: D-601, Tanish Bhakti, Aalandi-Markal road, Near Nanashri Lawns, Charholi bk, Pune 05

Affidavit

Dated 01/04/2022

I am undersigning Monika Kolekar, I consent to deposit me salary in the bank account mentioned below.

Bank Name: **State Bank of India**

Account No: **41029040901**

IFSC.CODE: **SBIN0005923**

Branch: **Pimpri Town**

The mentioned affidavit is true and genuine to the best of my knowledge.

Signature: –.....

Name: **Monika Kolekar**

Position: Designer Technician

Address: D-601, Tanish Bhakti, Aalandi-Markal road, Near Nanashri Lawns, Charholi bk, Pune- 05

Mobile No: **9022460983**

Affidavit

I am Monika Kolekar assure you that as per organization policy if I found associated and involved with any political parties, will be found guilty against the policies of organization and liable for the termination from the same.

Full Name: Monika Tukaram Kolekar

Signature: .....

Place: Pune

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BIOCLINICA

Date: 12-Feb-21

RUSHIKESH KESHAVRAO RAKHONDE
Bansal Apartment, Flat No - 32 Sadashiv Lokare Near
Shahu Bank, Pune Satara Road, Pune 411043, Maharashtra

Dear **Rushikesh**,

Letter of Offer

With reference to your application and the subsequent interview you had with us at Bioclinica, we are pleased to extend an offer to you as **Jr. Drug Safety Associate**. Your appointment will be effective from the date of joining, which shall be on or before **15-Feb-21** failing which the appointment shall stand automatically withdrawn. Your initial place of posting will be at our facility in **Mysore**.

Your total earning opportunity for the year is **280000/- INR** in which your annual fixed compensation will be **280000/- INR**. The details of your compensation are provided in (**Annexure- I**) hereto.

We wish to make your onboarding as smooth as possible. In order to ensure the same, you are required to submit the documents as detailed in **Annexure II** for our records and the background verification, together with the signed copy of this letter, within the stipulated time as provided below. By accepting this letter and providing the documents to us, you confirm that all the information and documents provided by you are true and correct on the date of provision of the same, and you will notify us of any change in such information or documents within 5 (five) days of such change. Further, by acceptance of this letter you consent to the use and disclosure of your information and documents by us for the purpose of undertaking background verification. As part of the Company's screening process, you will also be required to undergo a drug usage test with a certified practitioner or agency, and by accepting this letter, you consent to the collection, storage, use and disclosure of your personal data, including medical records and information, by the Company in relation to your drug usage test.

Your appointment is subject to a successful clearance of (i) background verification based on information furnished by you, and (ii) the drug usage test.

You will initially be on probation for a period of [6 (six) months] from the actual date of your joining with us. Any significant absence will automatically extend the probation period by the length of the absence. Further, your probation period may be extended for a specified period, for reasons including, incomplete background verification due to any reason attributable to you, if the designated probation period does not allow sufficient time to thoroughly evaluate your performance, etc.

On your day of joining you are requested to report at 10:00 AM IST to **Amulya Sastry**. You will be issued a detailed employment agreement upon joining, which will contain the terms and conditions of your employment. We are sure that our working environment will be conducive to help you grow professionally as well as personally.

Please confirm your acceptance of our offer by signing & returning the duplicate copy of this letter for my attention within three (3) days from the date of receiving this letter, otherwise this offer shall be deemed withdrawn. Please note that your appointment is subject to your acceptance of this letter and execution of the employment agreement provided to you on your day of joining.

We welcome you to be a part of the team and look forward to your valued contribution.

Best Wishes,

Dr. Preeti Verma
Global Head of Safety Evaluation and Risk Management

I confirm and accept the above and will join on 15 Feb. 2021

(Signature)

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Annexure – I

Name	**RUSHIKESH KESHAVRAO RAKHONDE**
Designation	**JR. DRUG SAFETY ASSOCIATE**

Your compensation and benefits are as given below:	INR - Per annum
Group I (Basic Salary)	
Basic Salary You will be eligible for a basic salary of:	220000
Group II (Allowances)	
Statutory Bonus	38400
Group III (Benefits)	
Employer Contribution to Provident Fund (PF)	21600
Total Fixed Cost to Company (CTC): (Group I + Group II + Employer Contribution to PF)	**280000**
Employees State Insurance Corporation (ESIC): (Group I + Group II * 3.25%)	**9100**
Insurance (Non-Monetary Benefit)	**7266**
Total Gross Cost to Company: (Group I + Group II + Group III)	**296366**

*** Gross salary is equal to CTC less employer PF contribution and less Insurance.**

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Annexure – II

Mandatory Documents for Onboarding
Kindly carry all the original and two sets of photocopies of below listed documents: ▪ All Educational Documents (10th, 12th, Graduation, Post-Graduation) (Mandatory) ▪ Recent 3 Months' Salary Slips of Immediate Previous Employer (Mandatory) ▪ Relieving Letter or Resignation Acceptance from Two Previous Employers (Mandatory) ▪ 2 Passport Size Photographs (Mandatory) ▪ Passport ▪ PAN Card (Mandatory) ▪ Aadhar Card (Mandatory)

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KAKADE GREEN ESTATES PVT. LTD

SANJAY KAKADE GROUP

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Date: 27th July '2021.

To,

Ms. Priti Satish Dedge

Ref: Application for the post of **Sales Executive.**

Dear Ma'am,

With reference to your application for the post of **Sales Executive** and subsequent interviews, we are pleased to offer you the post of **Sales Executive** at Kakade Green Estate Pvt. Ltd. with immediate effect on the terms and conditions detailed below.

Remuneration

You will be paid a gross salary of **Rs. 22,000/- Per month.** subject to deduction as required by statutory provisions/rules under respective Acts.

Probation

You will be on probation for the period of 6 months after which your service will be confirmed based on your performance. The management may at its discretion extend the probation for further period of 3 months & you are entitled to leave only after your service has been confirmed.

Either party may give notice of separation of employment at any time during the probationary period subject to 30 days notice or by payment of 30 days basic salary in lieu of notice. Your service will be deemed confirmed after expiry of probation period of six months if no letter has been issued to extend probation period.

Working days and Office Timings

The normal working days are Monday through Saturday. You will be required to work for such hours as necessary for the proper discharge of the duties to the Company. The normal working hours are from 10:00 A.M. to 07:00 P.M. Further this time maybe increased by the management of this Company.

KAKADE GREEN ESTATES PVT. LTD. PUNE

Gallagher

Insurance | Risk Management | Consulting

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Date: 02-Feb-2023

Ms/Mr. Ankush Ravindra Mahajan

Dear Ankush,

We have pleasure in appointing you as **Process Associate,** in our organization. While you will be initially based at our **Pune Office,** the Company reserves the right to transfer your services or place you in anyother capacity or location that it may decide from time to time.

1. Date of joining
Your appointment is effective from the date of joining which shall be as early as but not later than **06-Feb-2023.**

2. Salary
Your compensation will be **Rs. 2,60,368/- (Rupees Two Lakhs Sixty Thousand Three Hundred and Sixty Eight Only)** per annum, on a **cost to company (CTC)** basis. The breakdown of the CTC will beas specified under various line items as set out in Schedule A. Statutory deductions such as Income Tax, Profession Tax, and Employee Provident Fund would be deducted in line with the prescriptions of the respective Acts. Your compensation is strictly confidential and may not be shared with anyone.

3. Salary review
Your salary will be reviewed as per company policy subsequent to successful completion of probation. Your increment in the grade is discretionary and will be subject to and on the basis of effective performance and results during the year.

4. Performance Based Incentive
Your incentive is calculated at **4%** of your fixed emoluments, i.e. Rs. 9423, which is a part of your total emoluments as mentioned in **Annexure-I.** This component is linked to your Performance and shall be governed by the Company rules and policy, you are eligible to earn up to **200% of your Performance Incentive.** Your incentive payout will happen monthly.

5. Joining Bonus
Apart from this you will be eligible for a one time Joining Bonus of **INR 7,000/-** which will be paid in the first month salary.

6. Leave
You will be entitled to leave as per the rules as made applicable to your cadre from time to time. In the first three months from the Date of Joining, you are not eligible for any leave. Violation of leave policy can lead to termination as per Company Policy.

7. Retirement
The retirement age is 58 years.

8. Probation & Confirmation:
You will be on probation for 6 months from the date of commencement of your services. The Company may at its discretion, extend such probationary period subject to your performance. During the Probation Period, your services are terminable by **15 days'** notice by either party. On completion of six months it will be an automatic movement to permanent roles, unless otherwise notified. On confirmation, your employment will be subject to termination on **'30 days'** notice by either party.

Gallagher

9. Other Work

Your position is a **whole time employment** with the Company and you shall 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 in an advisory capacity, or be interested directly or indirectly (except as share-holder or debenture holder) in any other trade or business during the employment with the Company, without permission in writing from a Director of the Company.

10. Working hours

You will be governed by the Company's rules on working hours. You may also be called upon to attend duties on your personal time if and when the exigencies of work so demand.

11. Responsibilities

You will always need to be aware of the responsibilities and duties attached to your position and conduct yourself accordingly. Your work in the Company will be subject to the rules and regulations of the Organization as promulgated and modified from time to time in relation to conduct, discipline and other conditions of service.

12. Travel

You will be required to undertake travel on the Company's work and your travel expenses will be reimbursed as per the travel policy and rules applicable to your level.

13. Confidential information

13.1 "Confidential information" shall mean and include, but not be limited to the Company's product schematics, drawings, software (object code & source code), data, database, product plans, designs, protocols, prices, finances, marketing plans, business opportunities, personnel related information, sales and customer information, business policies, practices and strategies, information received from other entities which the Company is obligated to keep confidential, and research and development results which have not been :

- previously published or disclosed to the general public;
- previously available without restrictions; and
- which information the Company desires to protect against unrestricted disclosure or use.

13.2 "Confidential information" will however, not include information that:

- is or enters the public domain through no fault of yours
- is known and has been reduced into tangible form by you prior to the time of disclosure
- is independently developed by you without access to or use of the proprietary information
- is generally made available to you by the Company without restriction on disclosure or
- is disclosed by you with the Company's written consent.

13.3 You will not at any time, without the written consent of a Director, make copies or disclose or divulge or make public, except on legal obligations, any information regarding the Company's affairs, administration, software or project being carried out, whether the same may be confined to you or become known to you in the course of your service or otherwise.

13.4 By accepting the present terms of appointment, you are acknowledging that the Company is the proprietor of the confidential information as detailed in paragraph 13.1.

13.5 By accepting the present terms of appointment, you are further acknowledging that the "Confidential information" as aforesaid, is being exposed to you in trust and that the same would only be used by you for and in the interest of the Company and particularly in order to further the purposes of your employment with the Company. The aforesaid "Confidential Information" will not be used or disclosed by you, during the course of your employment with the Company, for the benefit of any other entity or person, without the written consent of the Board of Directors of the Company.

13.6 You will not, after the termination of your employment with the Company, use the "Confidential Information" as aforesaid, either personally or during the course of employment with your future employers.

13.7 You acknowledge that the restrictions imposed under the present terms of employment are reasonable and are necessary in order to protect the Company's legitimate interests and that the violation by you of these restrictions would cause damage to the Company entitling it to, *inter alia*, injunctive relief.

14. Intellectual Property Right

Gallagher

14.1 "Intellectual Property Rights" shall mean all intellectual property (whether registered or not registered) created, developed or acquired by the Company in respect of its products, including but not limited to copyrights, trademarks, designs, trade secrets, confidential information and patents.

14.2 You acknowledge the ownership of the Company in respect of all Intellectual Property associated with its products and undertake that you will not, either during or after the termination of your employment with the Company, infringe, cause to infringe or abet the infringement of these rights.

14.3 The ownership of any Intellectual Property that you may create or develop for the Company, during the course of your employment, will vest in the Company, for all territories in the world and for their entire term of protection, your remuneration being adequate consideration.

15. Protection of interest

If you conceive any new or advanced methods of improving processes, systems or software in relation to the operation of the Company, such developments will be fully communicated to the Company and will be and remain the sole right/property of the Company.

16. Past records

If any declaration given or information furnished to the Company prove to be false or if you are to have willfully suppressed any material information or if you violate any of the terms and conditions of appointment, in such case, you will be liable to be removed from services without any notice.

17. Termination notice

On successful completion of the service agreement /Probation your employment is terminable by one months (30 days) notice on either side or either Party is not bound to give any reason thereof. Your release/relieving will be subject to you serving the one months' notice period and satisfactory handing over of your duties, responsibilities, company documents, company assets, etc. to the company.

18. After termination

On termination of employment you will immediately deliver-up to the Company all its properties including correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, floppy diskettes, magnetic media, effects or records, etc. and shall not make copies or retain any of these items.

19. Abandonment

You shall be punctual and regular in your attendance. If you remain absent for 2 consecutive days or over-stay beyond sanctioned leave by 2 or more consecutive days, you shall be deemed to have voluntarily separated / abandoned from the services of the Company and lose right on the job."

20. Conditional offer

This is a conditional offer subject to

a) Successful completion of Background verification. You'll be intimated once these formalities are completed.
b) Successful completion of 'Pratham' training.

Please confirm that the above terms are acceptable to you and that you accept the appointment by signing a copy of this letter.

Yours faithfully,
For Gallagher Service Center LLP

Azeem Asgher

Azeem Asgher
Senior Business Leader- Human Resource

I agree to accept employment on the terms and conditions mentioned in the above letter of appointment.

Date: 06/02/2023

Signature:

Gallagher

Annexure I

Emoluments (A)	Per Annum
Basic	175000
House Rent Allowance	18000
Statutory Pay	15413
Special Allowance	5564
Employer's Contribution to Provident Fund	21600
Fixed Emolument	**235577**
Performance Based Incentive	9423
Emoluments Total (A)	**245000**
Benefits B	
Employer's contribution to ESI	6955
Medical Insurance Premium	0
Gratuity	8413
Benefits Total (B)	**15368**
Cost To Company (CTC): Total (A+B)	**260368**

In additional to above compensation:

- You will have the potential to earn overtime amount of Rs.1500/- (approx.) per month.
- You can earn incentive of Rs.4,000/- upon clearing international domain certification.

This appointment letter is subject to clearance of Background Verification Check.

Name: Ankush Ravindra Mahajan

Signature: Mahajan

Place: **Pune**

Date: 06/02/2023

Gallagher

IV. I accept and agree that this declaration cum undertaking is a part of my employment agreement with the Company or offer letter issued by the Company to me and shall be read and understood in conjunction with the same.

Date: 06/02/2023

Name: Ankush Ravindra Mahajan

Signature:
s

Gallagher

Annexure - II

Components	Description
Statutory Pay	Paid in advance on monthly basis as per Payment of Bonus Act. Amount is subject to change basis statutory amendments applicable for the state.
House Rent Allowance	Paid monthly and is subject to tax exemption on submission of relevant documents as per Income Tax rule at the end of Financial Year
Employer Contribution to PF	Company's contribution to Provident Fund - 12% of Basic Salary capped at Rs.21600 per annum. Amount is credited to employee's PF account directly.
Special Allowance	Special allowance is a taxable allowance. This is subject to review and may change or be adjusted against other components of Total Emoluments at company's discretion
Performance Based Incentive	* Paid monthly up to 200% of the amount indicated above and is linked to your monthly performance rating.
Total Emoluments	* Sum of fixed Emoluments & Performance based Incentive. Salary increments are done on this component and not total CTC which includes benefits.
Employer Gratuity	*As per Payment of gratuity Act - Eligible for payout on completion of 5 years at the time of separation
ESI Employer contribution	*As per Employees State Insurance Act -Contribution by employer to facilitate medical benefits. Is currently at 3.25% of monthly earnings
Mediclaim Insurance	Applicable Only if you don't fall under ESI Bracket. Premium for Insurance coverage as indicated below: Medical insurance cover of Rs. 2 Lakhs Accident Cover 1 time annual CTC, Term life coverage up to 1 time annual CTC(in case of demise)
Night Shift Allowance	*Amount is paid for the days worked in nightshift as per policy. Allowance is subject to change as per managements discretion

***Salary components are subject to changes as per Management Discretion**

Name: Ankush Ravindra Mahajan Place: Pune

Signature: Date: 06/02/2023

Gallagher

ANNEXURE III
DECLARATION CUM UNDERTAKING

I, Mr./Ms. Ankush Ravindra Mahajan, have been issued the Offer Letter by Gallagher Service Centre LLP (hereinafter referred to as "**Company**") for the position of **Process Associate**. As a part of my employment with, the Company, I'm given to understand that I will be issued a HP make laptop along with the other joining formalities.

The laptop issued to me by the Company with the below mentioned understanding:

a. The laptop issued is solely for official purpose.
b. I shall acknowledge the receipt of the laptop via email to **GSC_Pune_Recruitment@ajg.com**
c. I shall be fully accountable for the theft, loss or damage to the Company property and materials and shall be liable to replace or pay equivalent amount to the Company in the event of the same. The Company retains the right to deduct the amount from my salary in case of theft, loss or damage to the property.
d. I shall not disclose the system password to anyone.
e. I shall not leave my laptop unattended. I would be personally responsible for its misuse of any nature when I am away.
f. I shall not share Company's proprietary/ confidential information with anyone.
g. I shall not misuse the Internet access facility granted to me.
h. I shall not to do personal work on the office computer / system.
i. I shall take print out of mails and/or documents only when absolutely necessary.
j. I shall always try and ensure not to download any type of software from any source at any time whatsoever. If required for any official purpose at any time, approval from IT department will be taken in writing to make sure such software are scanned properly before use, and such software will be downloaded legally and with IT department's consensus.
k. I shall not use personal systems / laptops unless expressly allowed in writing by IT department.

I. I understand that:

a. The Company's IT and other assets provided to me shall always remain the property of the Company and not of any individual.
b. The In-house developed software and data is the Company's exclusive property and shall not be used for any external purpose under any circumstances.
c. The Company reserves its right to amend, modify, rescind, delete, supplement or add to the provisions of the said declaration cum undertaking as it deems appropriate from time to time in its sole and absolute discretion.
d. It shall be my responsibility and obligation to return the laptop and all the Company provided materials and properties to the Company's [specific department or personnel if any upon termination of my employment with the Company.

II. I fully agree and accept that it is my personal responsibility to adhere to the Company's IT. policy and any amendment / modification thereof and to comply with all of the provisions stated therein in true letter and spirit. I understand and am accountable for any consequence or any misuse of the Company's system. I further undertake to abide by the IT policy guidelines as a condition of my employment and my continuing employment in the Company.

III. I acknowledge that the confidential information and inventions is/are valuable, special and unique and that in the event of breach of any terms/obligations/conditions of this declaration cum undertaking will result in irreparable harm/injury to the Company and therefore, I agree that, in the event of breach or threatened breach of any terms/obligations/conditions of this declaration cum undertaking by me, the Company shall be entitled to a temporary, preliminary and/or permanent injunctive relief in addition to and not in lieu of any other legal or equitable relief including monetary damages; and without prejudice to foregoing I agree to indemnify and keep indemnified, without demur, the Company from and against any and all losses, liabilities, claims, expense, damages, costs (including but not limited to advocate fees, litigation cost), which the Company may suffer/incur as a result of breach of any terms/obligations/conditions of this declaration cum undertaking and/or the offer letter by me.

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24 Mar 2022

Mr. Yashraj Chandrashekhar Chippa
Plot No-43
Akkalkot Road
M I D C
Solapur 413006

Dear Yashraj Chandrashekhar Chippa,

This has reference to your application for a suitable position in our Company and the subsequent interview you had with us. We are pleased to offer you the position of **Process Executive** or in such other capacity the Management shall from time to time determine.

Your appointment will be governed by the following terms and conditions:

1. DATE OF APPOINTMENT
Your appointment will be effective from your date of joining, which shall be **24 Mar 2022.** If you fail to join the organization by **24 Mar 2022,** this appointment letter stands void.This appointment will be effective from **24 Mar 2022** and will end on **13 Jun 2022.** It may extend in writing on same or fresh conditions as mutually agreed in future.

2. GROSS SALARY
You will be paid a gross salary of **Rs. 21,500.00** per month. This will include a basic of **Rs. 15,000.00** and allowances of **Rs.6,500.00** per month.

3. PROVIDENT FUND
You will be covered under the EPF scheme. The company will contribute 12% **(Rs.1,800.00)** of the basic as Employer's contribution to the provident fund.

4. LOCATION
You will be doing remote support (**Working from Home)**. Your Base location will be **Pune.**

5. EMPLOYEE BENEFITS PROGRAM
You will be covered by the Spectrum Employee Benefits Program as applicable from time to time. This is subject to change at the discretion of Spectrum at any point of time. At this time, the program includes:
HOSPITALISATION INSURANCE: You as well as your dependants (1+3) will be covered under a Group Mediclaim Domiciliary Hospitalisation Insurance scheme upto Rs.2,00,000. Parent cover is limited to 50% of sum insured. This service is provided by an independent Insurance company. Spectrum's role is limited to payment of premium for the service.
ACCIDENT INSURANCE: You will be covered under a Group Personal Accident Insurance scheme upto Rs.2,00,000. This service is provided by an independent Insurance company. Spectrum's role is limited to payment of premium for the service.

6. TRANSFER
You are liable to be transferred in such capacity as the Company may from time to time determine to any other location, department, establishment, or branch of the company or subsidiary, associate, affiliate or client of the company. Your initial deputation will be at our client **Nvidia Graphics Pvt Ltd.** While you are deputed to any of Spectrum's client you will remain an employee of Spectrum only and not an employee of the client

Schedule A

Assignment Details of Harshvardhan Avinash Bhise

Name	**Harshvardhan Avinash Bhise**
Client Name	HDFC Asset Management Company Limited
Place of Deputed	PUNE
Designation	Unit Manager
Start date of Assignment	10-03-2022
End date of Assignment	30-09-2022

Salary Break - Up Details

Component	Monthly	Yearly
Basic	18,200.00	218,400.00
House Rent Allowance	974.00	11,688.00
Statutory Bonus	1,517.00	18,204.00
Leave Encashment	1,400.00	16,800.00
Gross Salary	22,091.00	265,092.00
Employer's Contribution to EPF	2,184.00	26,208.00
Insurance	725.00	8,700.00
CTC (Cost to the company)	25,000.00	300,000.00
Employee's Contribution to EPF	2,184.00	26,208.00
Net-Take Home	19,907.00	238,884.00

NA

* Income tax, Professional Tax and LWF as applicable will be deducted. All taxes will be deducted as applicable by law.
* Your salary is strictly confidential.

For Randstad India Pvt Ltd.

Authorized Signatory
Balakrishnan S
Head - HRSSC

Accepted By

Harshvardhan Avinash Bhise

Registered Office :
Randstad India Private Ltd
Randstad House,
Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
Nungambakkam, Chennai 600 006.
P +91 (0) 44 66227000 F +91 (0) 44 66227474
www.randstad.in

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7. WORK HOURS

You will make yourself available on all working days during the organization's normal business hours as communicated to you and within legal limits. You will be doing remote support (Work from Home). Till the time "Work from Home" is in place, your normal working hours will be **for 8 hrs between 9 am to 6 pm**.

8. OTHER WORK

Your position is a whole-time employment with the company and you shall 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 in advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business during the employment with the company without permission in writing of the Director of the Company.

9. CONFIDENTIAL INFORMATION

You will not at any time without the written consent of the Director of the company disclose or divulge or make public except on legal obligations any information regarding the company's or its client's affairs or administration or processes or activities or figures or research carried out whether the same may be confided to you or become known to you in the course of your service or otherwise. You will be required to sign separate Non-Disclosure Agreements (NDAs) on joining duties.

10. INTELLECTUAL PROPERTY OWNERSHIP RIGHTS

If you conceive any new or advanced methods of improving process/formulae/systems in relation to the operation of the company, such developments will be fully communicated to the company and will be and remain sole right/property of the Company. The company will have total rights on such Intellectual Properties. These methods cannot be divulged by you to any third party without the written consent of the **Directors.**

11. PAST RECORD

This Appointment Letter stands null and void "ab initio" if:

(a) You are medically certified as being unfit to carry out your duties or it is found that you had withheld any information with regard to an existing disease or ailment that inhibits you from performing your duties.

(b) You withheld any information regarding any criminal history or information on any ongoing criminal proceedings against you.

(c) Any of the information submitted by you is found to be untrue, false, fabricated or information withheld is of the nature that would have adversely affected your selection for the job.

In case of any of the above or any declaration given or furnished by you to the company is found to be false or if you are found to have will fully suppressed any material information, your services are liable to be terminated without notice.

12. GOOD HEALTH

You have maintained that you are in good health and your health permits you to perform tasks assigned to you. Kindly see to it that you continue to remain in good health. You will agree to and undergo a medical check "if" advised and arranged by us.

13. VERIFICATION

Spectrum may conduct a background verification of the information and documents provided by you through a third party. Any information, documents, etc which may be needed to conduct the verification, shall be provided by you. By affixing your signature below, you are giving consent to conduct a background verification.

Spectrum Consultants India Pvt. Ltd.
780, 1st floor, 12th Main, 1st Cross, HAL 2nd Stage,
Bangalore, India-560 008

CIN: U01403KA1997PTC022873

Tel: +91 80 40740200
Email: info@spectrumconsultants.com
Web: spectrumconsultants.com

Registered office
C-1, Pioneer Ville, 49/1, S.R Layout,
Murgeshpalaya, Bengaluru,
India 560017
ISO 27001:2013 certified

Date: 16-03-2022

Mr. Harshvardhan Avinash Bhise,
Empcode -1549712

DEPUTATION LETTER

Further to clause 3 of your letter of employment, we are pleased to advise you that your services are being deputed to HDFC Asset Management Company Limited with effect from 10-03-2022 at their PUNE office. The terms and conditions of your deputation will be as follows:

1. You will, with effect from 10-03-2022, be required to work at our client's office/ premises at any of their locations.
2. During the tenure of the deputation, you will continue to be an employee of Randstad.
3. In the day to day functioning or carrying out all responsibilities, you will receive instructions from HDFC Asset Management Company Limited and will undertake to abide by any suggestions, etc. given by any assigned person(s).
4. You shall also abide by any training that may be offered to you by HDFC Asset Management Company Limited.
5. You shall be bound to follow the working hours of HDFC Asset Management Company Limited.
6. You shall take care not to disclose confidential information / trade secrets, etc that you may come across in the course of your responsibilities to anyone outside HDFC Asset Management Company Limited and use such information only in connection with the service provided to HDFC Asset Management Company Limited.
7. You shall at no point of time stake any claim or right to claim employment, damage, loss or compensation of any sort whatsoever against HDFC Asset Management Company Limited.This arrangement is purely a contractual agreement between Randstad and HDFC Asset Management Company Limited for the time specified.
8. You shall not engage in any act subversive of discipline in the course of your duty/ies in the property of HDFC Asset Management Company Limited or outside, and if you were at any time found indulging in such act/s, we reserve the right to initiate disciplinary action as is deemed fit, against you.
9. You shall be responsible for protecting the property of HDFC Asset Management Company Limited entrusted to you in the due discharge of your duties and shall indemnify HDFC Asset Management Company Limited when there is a loss of any kind to the said property.

All the other terms and conditions of your employment remain unchanged.
As a token of your acceptance of the above terms and conditions, you are requested to sign the duplicate copy of this letter and return to us. In the event of not receiving a signed copy of this letter from you, this letter will be deemed to have been accepted by you upon the receipt of the following month's salary

Yours truly,
For Randstad India Pvt Ltd.

Authorized Signatory
Balakrishnan S
Head - HRSSC

I, Harshvardhan Avinash Bhise have read and hereby accept the above mentioned terms and conditions

Signature : (2290680)

Date :16-03-2022 12:21:29

Registered Office :
Randstad India Private Ltd
Randstad House,
Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
Nungambakkam, Chennai 600 006.
P +91 (0) 44 66227000 F +91 (0) 44 66227474
www.randstad.in

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14. LEAVE

You will be eligible for 24 working days of earned leaves in a year. This is earned at the rate of 2 days for every completed calendar month of work. We follow the calendar year for leave calendar. You can carry forward a maximum of 12 days of unutilized leave to the next year. You can encash your unutilized leaves at the time of favourable separation. The maximum cashable leaves allowed is 24 days. Leave encashment will be calculated on the Basic Salary.

15. NOTICE PERIOD

This contract of employment can be terminated by either party by giving the other party a written notice as per the following grid. Either party is not bound to give any reason thereof. The company reserves the right to pay or recover salary in lieu of notice period. In case the notice for severance is served by you, the company may at its discretion relieve you from such date as it may deem fit even before the expiry of the notice period without compensating for the unexpired period and is not bound to give any reason thereof.

Tenure of Service Completed	Notice Period
0 – 3 moths	1-day notice
3 – 12 months	14 days' Notice
More than 12 months	30 days' notice

16. ON SEPARATION

On acceptance of the separation notice, before you are relieved you will handover to the Company all correspondence, specifications, formulae, books, documents, assets, cost data, market data, literature, drawings and you shall not make or retain any copies of these items.

17. NON COMPETE AND LIQUIDATED DAMAGES

You will not engage, without the written consent of the Directors of the company, directly or indirectly, for yourself or on behalf of any other person or business enterprise, in any employment or business activity which is same or similar or competitive with Spectrum, or a client of Spectrum, for a period of 12 months from the date of end of your engagement with Spectrum.

You hereby acknowledge that the Company will suffer irreparable harm if you breach the terms of your employment, and that, in case of a breach of employment, the Company will be entitled to injunctive relief, in addition to any other remedies at law or equity, to enforce the terms of employment.

Notwithstanding the above, you acknowledge that, given the position that you hold in the Company, in the event of a breach of the terms of your employment, the Company will suffer monetary loss, currently quantified at an amount equal to your Annual Salary. Spectrum and you agree that this amount represents a fair quantum of compensation in the event of the Company proving a breach of the terms of employment.

The above terms and conditions are subject to Company Policy. A detailed Salary Sheet is attached as part of this appointment letter. Any changes in statutory requirement will be applicable. Please confirm that the above terms are acceptable to you and that you accept the appointment by signing a copy of this letter of appointment.

Yours sincerely
For Spectrum Consultants India Pvt Ltd

Vijayalakshmi S
General Manager-HR & Accounts

I agree to accept employment on the terms and conditions mentioned in the above letter.
Date: 24 Mar 2022

Signature: _____
Name: Yashraj Chandrashekhar Chippa

Spectrum Consultants India Pvt. Ltd.
780, 1st floor, 12th Main, 1st Cross, HAL 2nd Stage,
Bangalore, India-560 008

CIN: U01403KA1997PTC022873

Tel: +91 80 40740200
Email: info@spectrumconsultants.com
Web: spectrumconsultants.com

Registered office
C-1, Pioneer Ville, 49/1, S.R Layout,
Murgeshpalaya, Bengaluru,
India 560017
ISO 27001:2013 certified

Registered Office :
Randstad India Private Ltd
Randstad House,
Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
Nungambakkam, Chennai 600 006.
P +91 (0) 44 66227000 F +91 (0) 44 66227474
www.randstad.in

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SALARY SHEET			
Name			**Mr. Yashraj Chandrashekhar Chippa**
Designation			**Process Executive**
Date of Joining			**24 Mar 2022**
Location			**Pune**
Effective Date			**24 Mar 2022**
		Amount (Rupees)	
SL NO	**Particulars**	**Per Month**	**Per Annum**
1.	Basic	15,000.00	180,000.00
2.	Basket of Allowances	6,500.00	78,000.00
	Sub Total	**21,500.00**	**258,000.00**
3.	Employer's Provident Fund Contribution	1,800.00	21,600.00
	Gross Total	**23,300.00**	**279,600.00**
4.	**Benefits**		
	Hospitalisation Insurance		200,000.00
	Personal Accident Insurance		200,000.00
5.	**Deductions**		
	PF	1,800.00	
	PT	200.00	
	Total	**2,000.00**	
6.	**Net Salary (Gross-Deductions)**	**19,500.00**	
	Basket of Allowances Includes:		
	Statutory Bonus	1,791.00	21,492.00
	House Rent Allowance	4,709.00	56,508.00
	Leave Travel Assistance	0.00	0.00
	Special Allowance	0.00	0.00
	Note: Income Tax as applicable will be deducted		

Spectrum Consultants India Pvt. Ltd.
780, 1st floor, 12th Main, 1st Cross, HAL 2nd Stage,
Bangalore, India-560 008

CIN: U01403KA1997PTC022873

Tel: +91 80 40740200
Email: info@spectrumconsultants.com
Web: spectrumconsultants.com

Registered office
C-1, Pioneer Ville, 49/1, S.R Layout,

Murgeshpalaya, Bengaluru,
India 560017
ISO 27001:2013 certified

Acceptance:

I Harshvardhan Avinash Bhise have read and hereby accept the above mentioned terms and conditions

Signature : (2290680)

Date :16-03-2022 12:21:29

Registered Office :
Randstad India Private Ltd
Randstad House,
Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
Nungambakkam, Chennai 600 006.
P +91 (0) 44 66227000 F +91 (0) 44 66227474
www.randstad.in

Regd. Office: Unit Axis, 7th Floor,
Famous Studio Lane, Dr. E. Moses Road,
Mahalaxmi, Mumbai – 400011, India
T: +91 22 6730 9000

02 August 2022

To
Mr. Gaurav Tukaram Mandlik
500, Gangapur Road,
Anandwalli, Mandlik Nagar,
Nashik - 422 013.

ar **Gaurav**,

Sub: Offer of Employment

On behalf of **Nexdigm Private Limited** ("**Organization**"), I am pleased to offer you the position of Associate. Following are the terms and conditions of this offer:

1. **Date of Joining (DOJ)** – As discussed your starting date will be 17 August 2022 or such other date as may be mutually agreed.

2. **Salary/Cost to Company (CTC)** - Your annual CTC will be INR. 252395. The breakup of the salary is mentioned in Schedule 1 hereto. The Organization may in its absolute discretion pay a performance-linked bonus of such amount, at such intervals and subject to such conditions as the Organization may determine from time to time.

3. **Probation** – You will be on probation for a period of 6 months from the DOJ. Confirmation of your employment is conditional upon the satisfactory completion of the probationary period.

4. **Pre-employment Verification -** Your the appointment is subject to pre-employment verification including but not limited to reference check, criminal antecedent check, and credit check. Information provided by you to the Organization for seeking employment shall be verified after your acceptance of this offer. If it is discovered by the Organization at any time that you have either misrepresented facts or concealed information relevant to your employment with the Organization, the Organization shall be entitled at its sole discretion to withdraw the offer of employment made to you even if it has been accepted by you, without any notice or payment in lieu thereof.

5. **Documents** - You are required to provide the documents mentioned in Schedule 2 on the DOJ and in any case, within 3 (three) working days thereof. In the event you are unable to provide all or any of the required documents within the stipulated time, you are required to inform the People Team (HR) and take steps as per their advice. It shall be your responsibility to ensure that the documents and information provided by you are true and accurate.

6. **Declaration -** By accepting this offer of employment, you declare that you have not been convicted or found guilty by a court of any offence in any country and that you are medically fit to perform the duties and responsibilities as per your role with the Organization.

Regd. Office: Urmi Axis, 7th Floor,
Famous Studio Lane, Dr. E. Moses Road,
Mahalaxmi, Mumbai – 400011, India
T. +91 22 6730 9000

7. **Employment Agreement –** You will be required to execute an employment agreement on the DOJ, which contains all the terms and conditions of your employment with the Organization.

8. **Additional terms**

   1. Please note that this position is time-sensitive. This offer made to you is on the additional condition that you will commence employment on the DOJ. If you fail to do so, and if no alternate DOJ has been agreed, the Organization will have the right to unilaterally rescind this Offer Letter irrespective of whether you have resigned/left your previous employment or any other profession or engagement to take up this role, without serving any notice and/or paying any compensation.

   2. This Offer Letter is meant to be an offer of employment and does not in itself give rise to an employer-employee relationship between the Organization and yourself. Any employer-employee relationship will arise only when the employment agreement is executed by yourself and the Organization.

   3. To indicate your acceptance of this offer, please review, sign and return one copy of this offer letter as confirmation of your acceptance of the terms set out in this offer letter.

   4. This offer letter is valid for a period of three (3) days from the date of issue. This offer will lapse if you do not accept the offer within the stipulated time. In case you have any queries or require any clarification on any points above, please do not hesitate to contact us.

We look forward to welcoming you to Nexdigm.

Yours sincerely,
For **Nexdigm Private Limited**

Pravin Kashyap

ACKNOWLEDGEMENT & ACCEPTANCE

I have read, understood, and hereby accept the terms and conditions of the above offer letter including the compensation package relating for my services and employment with **Nexdigm Private Limited.**

Gaurav Tukaram Mandlik

Regd. Office: Urmi Axis, 7th Floor,
Famous Studio Lane, Dr. E. Moses Road,
Mahalaxmi, Mumbai – 400011, India
T: +91 22 6730 9000

Schedule 1 - CTC structure/Salary break-up

Name	Gaurav Tukaram Mandlik
Designation	Associate
Department	Business Process Management
Organization	Nexdigm Private Limited
Location	Pashan,Pune, Maharashtra, India, (Regional Office)

SALARY COMPUTATION		
Components	**Per Annum**	**Per Month**
A SALARY		
Basic	107143	8929
House Rent Allowance	53572	4465
Medical Allowance	15000	1250
Conveyance Allowance	12000	1000
Other Allowance	9350	778
SUB TOTAL A	**197065**	**16422**
B OTHER BENEFITS		
Gratuity	5154	430
Employer contribution of PF	17220	1435
Employer contribution of ESI	7241	604
SUB TOTAL B	**29615**	**2468**
C Performance Linked Bonus	**25715**	**2143**
D TOTAL COST TO COMPANY	**252395**	**21033**
E DEDUCTIONS		
Employee contribution of PF	17220	1435
Employee contribution of ESI	1671	139
PT	2500	208
SUB TOTAL E	**21391**	**1783**
F NET TAKE HOME BEFORE TAX	**201389**	**16782**

Regd. Office: Urmi Axis, 7th Floor,
Famous Studio Lane, Dr. E. Moses Road,
Mahalaxmi, Mumbai – 400011, India
T: +91 22 6730 9000

Notes:

- Above numbers are annualized [before-Tax] and will be prorated from the date of joining
- Over and above your total CTC during your employment with us, you will be covered under our Group Mediclaim (GMC) Policy and Group Personal Accident (GPA) Policy for an insured sum of INR 300,000/- p.a. each. GMC and GPA coverage is subject to change based on the insurance policy in force.
- TDS on salaries deducted as per applicable IT slab.
- Gratuity is paid at the time of separation from the Organization provided you meet the eligibility criteria as prescribed under the Payment of Gratuity Act and this amount only reflects the provision being made by the Organization in this respect. Your total gratuity entitlement is subject to the statutory cap prescribed at the time of your separation.
- In case the Government of India revises the wage limit of coverable employees under respective statutes then your pay the package will be redesigned / re-appropriated to accommodate the change or revision. However, the CTC will not be reduced but restricted to suit the change.
- Professional Tax deduction is INR 200 in all the months except in the month of February wherein it is INR 300. The amount of INR 208 mentioned above is only indicative.
- In case you opt for bus facility (Pune location only) which shall be allocated as per availability of seats, relevant a deduction shall apply.

*Performance linked bonus

- Amount is estimated at 12% of Fixed CTC (pro-rata from DOJ) and may increase or decrease basis actual performance and will be subject to terms of the employment agreement.
  Bonus will be determined monthly and will be based on certain parameters viz. 1] Organization's Performance, 2] Employee Performance and 3] Any other factors that the Organization may deem fit from time to time.
- Continued non-performance /indiscipline in spite of feedback, may result in the suspension of the performance bonus for that month.
- In addition to the above, exceptional performance shall be recognized and maybe eligible for additional bonus payout at the end of the year along with annual appraisal

Regd. Office: Urmi Axis, 7th Floor,
Famous Studio Lane, Dr. E. Moses
Mahalaxmi, Mumbai – 400011, India
T: +91 22 6730 9000

Schedule 2

List of Documents

You are required to submit the following documents on DOJ:

1. Passport size photograph with white background (4 copies)
2. Self-attested photocopies of your educational certificates (SSC, HSC, Graduation, PG, Diploma, Other certificates)
3. Self-attested photocopy of your Indian passport (If not available, same will need to be arranged by self and submitted within 6 months from DOJ)
4. Self-attested photocopy of your PAN card or driving license
5. Self-attested photocopies of Relieving and Experience letters obtained from all previous employers
6. Self-attested photocopies of the last 3 payslips from the previous employer
7. Documents (original and photocopy) required for salary account opening
    1. Identity Proof Document: (Any one of the following)
    2. Aadhar card
    3. Nationalised Bank Passbook with photograph & account opening cheque of the same bank
    4. PAN card
    5. Driving License
    6. Voters ID card
8. Address Proof Document: (Any one of the following)
    1. Aadhar card
    2. Electricity / Phone Bill (not older than 3 months)
    3. Nationalized Bank Passbook with photograph & account opening cheque of the same bank.
    4. Consumer gas connection card along with a receipt for gas supply (not older than 3 months and handwritten receipts will not be accepted)
    5. Driving license
    6. UID card
9. In case you have a PF account with your previous organization, kindly submit your Universal Account.
10. Number (UAN) and PF account number.
11. If you are covered under ESIC, canceled the cheque of any Nationalised bank.

Amol Raut <library@mmimert.edu.in>

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Appointment Letter

1 message

SNEHAL JOGDAND <snehaljogdand2020@mmimert.edu.in> Wed, Mar 16, 2022 at 12:11 AM
To: Amol Raut <library@mmimert.edu.in>

Dear Sir,
Please find the below appointment letter for your reference.....

Dear Snehal,

Greetings from KV Staffing Services.!

Thanks for your time and efforts exploring career opportunities with **M/S KV STAFFING SERVICES.**

We are happy to inform you that your credentials are in line with our expectations and we are pleased to inform you that you are selected for employment with us as **HR Recruiter.**

You are offered with **CTC of Rs. 12,000 per month for first 3 months and as discussed it will be revised to Rs. 2.4 LPA with in hand of 15,000 per month.** Your salary will be reviewed after performance check.

You are requested to join from 24th February 2022, Thursday at 9:30 AM.

There will be Probation period of 1 month.

Your Willingness to Join KV can be expressed by Confirming Acceptance of this Offer indicating the Date of Joining by Sending Confirmation Email or physical presence at office, to process the appointment letter and other joining formalities.

P.S: Furnish copies of below mentioned documents, along with the originals for verification at the time of joining.

- Std X Certificate and mark sheet
- Std XII Certificate and mark sheet
- Degree Certificate and Semester-wise / Year-wise mark sheets
- Master's Degree Certificate and Semester-wise / Year-wise mark sheets
- Diploma /PG Diploma Certificate
- Any other Certificates with supporting documents, if any
- Your latest salary slip / Salary Certificate
- Passport sized colour photographs with white background
- Cancelled bank account cheque or passbook
- **Valid government ID proof for your current / permanent address (PAN Card & Aadhar Card).**

Thank You

Regards,

Harshita Singh
Lead - Human Resource

KV Staffing Services
Phone No: 8956240434
E-mail: bdm@kvstaffing.com

Dear Snehal,

Greetings from KV Staffing Services.!

Thanks for your time and efforts exploring career opportunities with M/S KV STAFFING SERVICES.

We are happy to inform you that your credentials are in line with our expectations and we are pleased to inform you that you are selected for employment with us as HR Recruiter.

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- Diploma /PG Diploma Certificate
- Any other Certificates with supporting documents, if any
- Your latest salary slip / Salary Certificate
- Passport sized colour photographs with white background
- Cancelled bank account cheque or passbook
- Valid government ID proof for your current / permanent address (PAN Card & Aadhar Card).

Thank You

Regards,

Harshita Singh
Lead - Human Resource

KV Staffing Services
Phone No: 8956240434
E-mail: bdm@kvstaffing.com

Office No. 202, 2nd Floor, Aspiro Building,
Opp. to Thyssenkrupp, Pimpri, Pune - 411018

STAFFING SERVICES

A Venture by SUAN Technologies

Abhinav Institute of Technology & Management

Plot No-29, Sainath Nagar, Near Siddhivinayak Mandir, Nigadi, Pune - 411044.
Website : www.abhinavinst.com

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Oct 01, 2022
Reference No:50195

Letter of Intent

Dear **Rushikesh satish Pawar,**

We are happy to announce that you have been selected for the position of **"CUSTOMER CARE EXECUTIVE" (518)** on the LEARN & EARN Scheme of Govt of Maharashtra under the Apprenticeship Act 1961 as per GR No. TDE 2017/(188/17)VC 3, at Eureka Outsourcing Solutions Pvt. Ltd.

Your date of joining/induction would not be later than **Oct 01, 2022.**

Your total monthly Take-home salary for this position would be Rs. **20600.0/-**
(Stipend amount paid would subject to all relevant tax laws)

We look forward for a long-lasting performance and growth oriented association with you. You are requested to submit the documents listed overleaf on the date of joining for further proceedings. Kindly note that this is an Letter of Intent and your joining would be subject to submission of required documents, verification and training certification. All Original documents required for joining are to be submitted for verification. In case of any irregularity in the Original documents your joining would be put on hold till the final verification.

You will be paid a stipend amount of **Rs. 1750.0/-** during the training period.

The training duration for the process would be of **7** days and the stipend will be credited along with your **2nd Month Salary.** In case you do not pass the certification subsequent to the training you will not be eligible for receiving the stipend amount for the appropriate days. During the training period if you do not report to work for 2 consecutive days without intimation you will be treated as absconding. No Stipend would be payable in such case.

**Training period can extend by 3-4 working days depending upon the content coverage, and trainees capability in learning the subject matter. The extended period shall form part of the stipend amount stated in the LOI.

Issued by
Abhinav Institute of Technology & Management
Note: This is a computer generated document. Hence does not require signature.

List of Documents Required

Mandatory Documents

Aadhar Card | Pan Card | 10th mark sheet/passing certificate | 12th mark sheet/passing certificate | Graduation mark sheet/degree certificate | Post Graduation mark sheet/degree certificate | Diploma mark sheet/degree certificate

In case original documents are not available for S.S.C and H.S.C, a bonafide would be required from School/College.

Age Proof

Birth Certificate | Domicile Certificate | Passport | 10Th certificate/School/College Leaving Certificate (with Date of birth)

Address Proof (Present & Permanent)

Electricity Bill | Passport | Affidavit | Gas Bill | Rent agreement | Telephone Bill (BSNL /MTNL)

Previous Employment Documents

Appointment Letter | Last Increment Letter | Relieving letter | Experience Letter | Salary certificate | Accepted Resignation Letter from last employer | Last 3 month's salary slip.

Documents required for Bank Account Opening for Salary transfer

Aadhar Card | PAN Card | 2 passport size photos

Terms :
Loyalty Bonus if applicable would be paid after 90 days from the date of joining in subsequent salary month. Attendance Linked Incentive if applicable would be paid on monthly basis as per performance/Attendance/Quality scores.

Reporting Time : 09:00AM

Reporting Office : Pune
701, Marisoft 3, West Wing, Marigold Premises, Kalyani Nagar, Pune - 411014

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State Street HCL Services

Statestreet HCL Services
(India) Private Limited
CIN : U72900DL2012FTC229698

Worksite Chennai : ETA Technopark –Special Economic Zone, Upper Ground Floor of Blocks 3, No.33, Old Mahabalipuram Road, Navalur Village and Panchayat, Thiruporur Panchayat Union, Chengalpet Taluk, Kancheepuram Dist. Chennai – 603 103, India
Worksite Coimbatore : Module I-3, 2nd Floor, Tidel Park Coimbatore Limited (TPCL), Civil Aerodrome Post, Coimbatore 641 014, India.
Worksite Pune 1 : Commerzone, Unit 401, 4th Floor In Building 7, Survey No. 144 & 145, Samrat Ashoka Path, Opposite to Airport Road, Verwada, Pune – 411 006, India.
Registered Office : 806, Siddharth, 96, Nehru Place, New Delhi – 110 019, India.

Date: February 23, 2023

Private & Confidential

LOHIYA SHRADDHA RAMESH

AT POST BHUINJ TAL WAI DIST SATARA PIN 415515
AT POST BHUINJ TAL WAI DIST SATARA PIN 415515,
Pune,
Maharashtra,
India - 415515
Document ID - 3599948a-383a-4f7e 8995-507535a14613

Dear LOHIYA,

- Congratulations! With reference to your application and subsequent interview, we are pleased to make you an offer –cum - appointment with **State Street HCL Services (India) Private Limited ("SSHS" or "HCL" or "Company")** as **Analyst**. You are required to report on February 28, 2023 at 09:00 AM at the address: **Statestreet HCL Services (India) Private Limited**, **PuneSEZ-Magarpatta City,Tower 7,Wing A&B.**

- Your annual compensation would be **Rs. 240000 per annum** as per Annexure I. However, the structure and components of your Compensation plan may be changed from time to time in line with the Compensation Policy and practices of the Company. In addition to your CTC, you would be eligible for a process allowance of based on the process you are aligned to. Process Allowance will be shown as an annual component in the CTC annexure but the same shall be payable to you on a monthly basis. Process Allowance is payable from the Date of production. In the event of process change, Process Allowance will change accordingly and a new compensation letter to this effect will be issued to you thereafter for your records/reference

- This is a system generated (offer and appointment letter) document. Agreeing to the terms and conditions in the workflow of iTap (Company's web based application) is as good as signing of physical contract form on mutual agreement between you and the Company. It has legal binding as per the law if mutual trust is breached. You are requested to accept the offer within 07 days and mail the confirmation of acceptance to recruiter's email id- monika.shrik@hcl.com , failing which the offer will stand null and void.

SIGNATURE OF

Statestreet HCL Services
(India) Private Limited

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Registered Office : 806, Siddharth, 96, Nehru Place, New Delhi – 110 019, India.

- Your employment may be subject to you being declared medically fit by a registered medical practitioner. Company shall request for the same as and when it is required, as per the Company Policies/ client requirement.

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(India) Private Limited
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Registered Office : 806, Siddharth, 96, Nehru Place, New Delhi – 110 019, India.

- All our operations function **24x7, 365 days in a calendar year.** Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. Your working hours will be as advised to you by your superiors from time to time but **shall not exceed 48 hours** in a week. It is expressly agreed that if you fail to perform the work according to the scheduled working hours or you resort to stoppage of work, whether alone, or with others, you will be entitled to receive salary only in proportion to the working hours during which you actually performed work.
- In accordance with the authorization on your application, your appointment is subject to your clearance of **Background Verification/Reference Check/any other test specified by the client** and genuineness of documents or information provided by you to the Company. You are being provisionally offered on the presumption that you have no criminal background as per law of the land and the particulars furnished by you in your Application and/or Bio-data are correct. We will also be contacting your referrals. **Please note that this offer is subject to satisfactory references being obtained.**

- The company will undertake the background verification / validation process of employees in terms of education, previous employment(s), criminal verification, database and web searches, address verification, claims made against achievements in the resumes/CVs of the employees etc. with the help of a third party as and when required. You would be required to submit photocopies of documents detailed in Annexure II to facilitate the joining and background verification process. The company may also undertake reference check through at least two professional references submitted during the process of selection.

- In case the Prospective Employees fails to submit any document required for conducting background verification, they will not be considered for hiring. If the Prospective Employees fails the background verification, appropriate actions including withdrawal of offer of employment will be taken basis the recommendations given by the background verification team & in line with HCL policies

- In case the aforesaid particulars are found to be incorrect or it is found that you have **concealed or withheld** some other relevant facts, your offer/employment with the Company shall stand terminated/cancelled forthwith, without any notice.

- Your growth in terms of role, compensation etc., in the company will solely be based on your performance. Unless notified in writing, you will be deemed as "confirmed" on completion of your probation period i.e. 6 months from date of joining. Subsequently, your annual performance appraisal and compensation

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review will be aligned and affected from the first day of the subsequent quarter thereafter. **Probation period & Performance Appraisal / Compensation Review shall be deemed to be changed with the change in position / process / function.**

- Your services during the period of probation shall be liable to be terminated giving **two month** notice or **two month** basic salary in lieu thereof without assigning any reason thereof. Likewise you will also be competent to terminate your contract of employment by giving **two month** notice. The waiver of the notice period fully or partially or acceptance of such basic salary is at the Company's sole discretion. Further, the aforesaid requirement of notice period may be extended, if mutually agreed by you and the Company.

- The company shall be entitled to accept your prospective resignation with effect from a date earlier than the one offered by you and thus relieve you at any time during your notice period as the notice is for the benefit of the management and balance notice period can be waived at any time by the management. In such an event, however, you shall be paid basic salary for the remaining period of your notice. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

- You will be required to declare at the time of joining any direct relatives who may be working with HCL or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. During your employment with **State Street HCL Services (India) Private Limited**, if any of your direct relatives are offered by HCL or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives herein include parents, spouse, brother/s, sister/s and children of the **State Street HCL Services (India) Private Limited employee.**

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

- All Employees are entitled to avail the Company Transport within the defined limits as per company's policy

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- During your employment if the company identifies any negative instances/ irregularities relating to your previous employment, your employment will be terminated with immediate effect.

- You and your family (spouse, dependent children, dependent parents) will be covered under comprehensive Medical Insurance scheme/ESI as per policy

- Your resignation shall become effective as soon as the management accepts it. The management shall be competent to withhold its acceptance in respect of your resignation in case dues are recoverable from you or if you are under suspension and/or disciplinary proceedings are pending or contemplated against you or for any other similar reasons. After having opted to resign and given the intimation to this effect, you shall be debarred from withdrawing your resignation except with the written permission of the management.

- Subject to other terms of the instant letter, company reserves the right to terminate your services without any cause assigned to the termination. In such a case, the company at its discretion would consider to pay the terminated employee one-month basic salary only.

- During your employment with the Company, you will be liable to be transferred to any of the offices/ departments /manufacturing units of the Company or of associate companies/ group companies, client location, whether existing or to be set up, anywhere in India or abroad, on the same terms and conditions of employment at the sole discretion of the management. Provided that if you are deputed to any associate/ subsidiary/ group company outside India by the Company, you shall be treated as having bound yourself to serve the Company for the deputation period, and for the stipulated period thereafter, if any, and the same shall be treated as the contract period vis-à-vis this contract of service.

- You may be required to attend specialized training, either in India, or abroad, and it is expected that you will be ready and willing to undertake such training, as the same is necessary to enable you to effectively discharge your duties with the Company. The training period would be any six days of a week. The Company shall be spending considerable amount of money on the said training, and it is expected that you shall work for the Company for a certain minimum stipulated period of time after completion of the said training, so as to enable the Company to get the benefit of the amount spend by it. It is the practice of the Company to execute a training and/or Service agreement at the commencement of training in which the rights and liabilities of the respective parties are set out. You will be required to compensate the company for the amounts spend by it on the training in the event of your committing breach of your obligations under the training - and - service agreement. You may also be required to furnish at least one surety to guarantee due compliance with the terms of the training and/or service agreement as per the policy. Subject to above, during your employment with the company, you may also be required to execute agreement(s) in the nature of NDA (Non-disclosure agreement) or any other agreement/undertaking/affidavit due to client/process/business requirements.

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- During your employment with the company, you will be governed by the policies, service rules and regulations of the company being in force or introduced/amended later. In this regard, a confidentiality undertaking at the time of joining and/or any other agreement that may be required from time to time will be required to be executed by you.

- You shall not divulge, communicate or pass on any information, secrets directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or to anyone not employed by the company. At all times you shall maintain absolute integrity. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of HR Department. Indulgence in such activities or any violation of this norm shall lead to termination of your employment immediately.

- You would be initially posted at **Pune**, where you are requested to report to Human Resources Group on joining. Upon joining, you will be required to sign a standard undertaking on your obligations to conform to organizational discipline, policies and norms.

- During your employment with the company, you will not take up employment elsewhere either part time or otherwise. Besides you will not engage in any commercial activity. In case of defiance of this provision, Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

- In case you absent yourself from duty for **7** days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.

- You will be retired from service on attaining superannuation age of 58 years or earlier in case you are found physically and/or mentally unfit to work any longer or for continued ill-health as certified by the medical officer nominated by the Company.

- You are requested to submit 10 passport size photographs and the attested copies of the following documents, at the time of joining:
  - School leaving certificate / birth certificate
  - Educational qualification certificate (from 10th std onwards) along with mark sheets
  - Passport (The first 4 and the last 4 pages)
  - Relieving letter or duly accepted resignation letter from your present and previous employers

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- Salary certificate from your present and previous employers

- Please ensure to accept the Online Offer Letter once you have gone through all the clauses. Your acceptance to the Letter is mandatory before you report to joining.

Please note that no commitments other than what is mentioned in this letter & its annexure(s) will be applicable to you or entertained by us.
You are advised to go through the contents of this offer letter and the annexure(s) before signing the duplicate copy.

With best wishes and looking forward to a mutually fruitful

association. Yours sincerely,
For Statestreet HCL Services

Debasis Sarkar
Sr. VP, Head-Global Rewards

DEBASIS SARKAR
SENIOR VICE
PRESIDENT

SIGNATURE OF

Statestreet HCL Services
(India) Private Limited
CIN : U72900DL2012FTC229698

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DECLARATION

I, Bhosale Gauri Ramesh, hereby declare that I have completely understood the contents of the instant Letter and I agree to abide by the below mentioned clauses:

1. Flexible to work in any shifts, process, Centre and location.
2. All the required documents to be submitted on the date of joining.
3. Salary will be subject to revision in case of non-submission of the required experience certificates.
   - Unsatisfactory responses from the previous employment references may lead to reduction in salary or/and termination of employment with us.
4. Non-disclosure of prior experience with HCL will lead to termination of employment.

In case, the aforesaid particulars are found to be incorrect or it is found that I have withheld some relevant facts, State street HCL Services (India) Private Limited has the right to withdraw the instant Letter of Offer and/or terminate my employment with immediate effect.

SIGNATURE OF

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Annexure II

LIST OF DOCUMENTS/INFORMATION TO BE SUBMITTED TO FACILITATE JOINING, PRE-EMPLOYMENT BACKGROUND VERIFICATION / VALIDATION AND APPOINTMENT PROCESS AT HCL

PRE-EMPLOYMENT BACKGROUND VERIFICATION

S.No.	Particulars (To be submitted to the Recruiter)
1	**Highest Qualification -** Degree Certificate, All Years Mark sheets. Provisional Degree Certificate required for courses completed in the last 6 months from the current date
2	**Permanent/Current Address Proof** – Passport, Ration Card, Voter ID, Driving License, , Rental agreement or Lease agreement etc.
3	**Previous Employer** – Relieving and Experience Letter, latest salary slips & offer letter with Employee ID Number
4	A duly filled and signed copy of the BGV(Joining Form) Form and LOA (letter of authorization)
5	**Identity Verification -** Copy of valid passport and PAN card required

Additional documents (To be submitted on request)

1. Highest Qualification- Admit card, college and university official's (Registrar and Director) detail
2. Previous Employer – Direct HR Contact, PF account details, bank statement showing salary transfer and Form 16, If company is active, employer's active address.

Things to Remember

1. The information provided in Resume and background verification form must be same.
2. Information provided in background verification form must be accurate.
3. Period of stay mentioned in the background verification form should be correct and in continuation (without any GAP).
4. Any Gap in Employment or Education must be informed explicitly to the recruiter.

Additional document can be requested to clear background verification therefore to avoid delay it is advisable to submit these documents along with the mandatory documents.

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(India) Private Limited
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List of Documents required for joining (Must be mandatorily uploaded on Discover HCL Portal)	
S. No	**Document Name**
1	Latest Offer/Appointment Letter with Cost to Company (CTC and ALL ANNEXURES)
2	Extension Letter (if the Date of Joining in the offer letter is past dated)
3	Passport –Name & DOB page as proof
4	10th Mark sheet, only if passport is not available.
5	PAN Card as ID Proof (Only if passport is not available)
6	Passport Size Photographs (Only with white background)

- Please ensure that the copies uploaded are clearly visible as dark and hazy copies are not accepted.
- Please avoid clicking pictures of documents and uploading.
- Please do not send soft copies through Emails.
- Employee must enter/submit correct/accurate Aadhar number on joining portal so that HCL onboarding team can ensure the right information is passed on for EPF (Employee Provident Fund) / EPS (Employee Pension Scheme) / UAN (Universal Account Number) account creation/porting etc.
- HCL will only validate the accuracy of the Aadhar Card details for EPF/EPS/UAN and shall not store or use Aadhar card information for any other purposes.
- Please keep your PF account number (immediate previous employment), UAN information handy as these details are required at the time of filling details on the portal.
- Induction Timings are will be circulated to you separately.
- Please ensure your BGV Status is Green, before the Date of Joining, check with your Recruiter on the progress/Status.
- All storage Media Devices e.g. personal laptop, Pen Drives etc. are not allowed inside the campus.

If requested by the recruiter, you may be required to report to HCL Onboarding Team for completing joining formalities on the day of joining by 9:00 a.m. at your respective location of joining.

If your joining is completed remotely, please submit the requested documents to the HCL Onboarding team within 7 days of your date of joining, either in person or through courier.

Location of HCL Onboarding Team for joining formalities:

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S. No	Location	Address
1	NOIDA	HCL Technologies Ltd, Gate No. -1 , Akashi Induction Room, Ground Floor, Tower – 1, Hub SEZ,, Plot No 3A, Sector 126, Noida - 201303. UP (India)
2	CHENNAI	HCL Technologies Ltd, Sez Unit-2 (Sdb2 Buid), Elcot-Special Economic Zone, 602/3, Shollinganallur Village, Shollinganallur-Medavakkm High Road, Chennai-600119
3	BANGLORE	HCL Technologies Ltd, SAL (602), 6th Floor, Tower 4, Special Economic Zone (SEZ), 129, Jigani Industrial Area, Bommasandra-Jigani Link Road, Bangalore – 562106
4	KOLKATA	HCL Technologies Ltd,Level-4, Building -A3 Unitech Infospace, Dh Street, Rajarhat, Kolkata-700091
5	HYDERABAD	HCL Technologies Ltd, Himalaya Induction Room, Level-2, H-01B, Special Economic Zone, Phoenix Infocity Pvt Ltd, -Survey No. 30,34,35 & 38, Hitech city 2, Madhapur, Hyderabad-500081
6	PUNE	HCL Technologies Ltd, Blue Bell, Tower-7, Level- Upper Ground Floor , Wing (A&B), Magarpatta, Sez, Pune-411013
7	MUMBAI	HCL Comnet Ltd, Arena Tower, Ground Floor, Road No 12, Midc, Andheri East, Opp Goldfinch Hotel, Mumbai-400093
8	LUCKNOW	HCL Technologies Ltd, IT City, Near Chack Gajaria Farms, Sultanpur Road, Gate No. 1, Tower SDC-02, First Floor – Induction Room-1, Lucknow, Uttar Pradesh-226002
9	MADURAI	HCL Technologies Ltd, Elcot, IT SEZ , , , Plot No. 5 & 7, Ilanthaikulam Village-Madurai-Tamil Nadu-625020
10	Nagpur	HCL Technologies Ltd, Plot No.5, Sector 12, Mihan SEZ, Nagpur -441108
11	Coimbatore	State Street HCL Services | Human Resources | Module - 201, 202, 203, 204 And 206 – 2Nd Floor, Tidelpark Coimbatore Limited, Coimbatore - 641014,Extn : 04226657526|
12	Vijayawada	State Street HCL Services Private Limited, Medha IT Towers, Third Floor, Kesarapalli, Gannavaram, Krishna District 521102

Please go through the contents of this letter of offer and the annexure before accepting it. Your acceptance of the e-offer will be deemed as you have read and accepted all the clauses mentioned here-with.

Besides the above policies **State street HCL Services (India) Private Limited** is governed by policies* which are listed in corporate intranet www.hclbpo.net.

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Annexure III

EXPLANATION OF COMPENSATION STRUCTURE AND EMPLOYEE BENEFITS

To facilitate an easy understanding of your compensation structure (Cost to Company, CTC), the various components are explained as following:

BASIC SALARY The Basic Salary is standard across organization and brought to a certain value of the CTC. Basic salary has an impact on various other components such as the PF contribution, medical insurance cover, Gratuity, HRA etc. and hence has to be balanced so as not to substantially reduce the employee's take home salary.

House Rent Allowance (HRA) The HRA is payable maximum Up to 100% of the Basic Salary and paid monthly. This includes the Company Leased Accommodation value. For those who are not staying in a rented accommodation, can declare the same in the system post joining and this amount would be paid as taxable component.

Advance Statutory Bonus Applicable where monthly gross does not exceed INR 21,000 (excluding variable component) as per the Payment of Bonus Act.

Attendance Allowance Attendance Allowance is payable max. up to INR.1000/- per month.

Food Wallet Food Wallet is a voluntary benefit and is applicable for payments related to food and non- alcoholic beverages only. Once enrolled, the benefit should be availed within HCL Cafeterias or food joints outside HCL campus which serves only food and non-alcoholic beverages. This Food Wallet cannot be used in any other outlet other than designated food outlet.

Compensatory Allowance Compensatory Allowance is a buffer component that adjusts the amount of CTC against all other fixed components.

Medical Insurance Some of the salient features of the Group Health Medical Insurance policy are as follows

- The policy covers Hospitalization expenses and Maternity expenses.

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- By default, the employees (who are not covered under the ESI Act, 1948] will be mandatorily covered under the benefit. The benefit will also be available to cover Spouse, dependent children, dependent parents/in-laws, dependent brothers who are unemployed but below the age of 25 and sisters (unmarried & unemployed), additionally, by declaring them as dependants and on confirming that they are NOT covered under any other employer-sponsored medical scheme (e.g., Central Government Health Scheme) and that they are wholly or substantially dependent on you for their medical needs.
- The premium payable depends on the dependants declared.
- The hospitalization coverage limit will be same as defined in compensation structure.
- Company reserves the right to amend the benefit plan and shall keep all employees informed/updated.
- You may refer 'Medical Insurance policy' for further details.

- **Coverage under ESI:**

Applicable where monthly gross does not exceed INR 21,000 (excluding variable component) as per the Payment of Bonus Act.

The employee will be covered under Employee State Insurance Scheme in accordance with the applicable norms and amendments made during time to time or any further amendment which may come into force during the employment tenure under **Employees' State Insurance Act, 1948**.

Employees covered under ESI would not be covered by default under HCL's medical insurance benefit. Option to enroll under medical insurance is available as well; however, in such a case, the additional cost of annual medical premium has to be borne by the employee as per terms and conditions elucidated under Medical Insurance policy.

*The employee & employer contribution will be payable as per current prescribed rates under ESI Rules.

- **Employer's contribution to Provident Fund:** As per statutory requirements, an employee has to contribute 12% of the basic salary towards Provident Fund (PF). HCL contributes matching amount to PF. Out of employer's contribution, 8.33% of monthly basic or INR. 1,250/- whichever is lower is remitted to PF authorities towards Employees' Pension Scheme (EPS). All employees are thereby eligible to draw pension after superannuation, except those who had opted out of EPS as per Form-11 declaration.

*The percentage and amount is in compliance with the current PF Act.

Gratuity

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As per statutory requirements, it is employer's statutory liability to pay 15 days' Basic salary (15/26 of a monthly Basic) for every completed year of service to each of his employees on their exit, for any reason after five years of continuous service, subject to maximum limit of INR 20.00 lakhs.

ANNEXURE IV

This Annexure contains the Employee Undertakings which sets forth certain employee obligations with respect to the protection of the confidential information and legitimate business interests of the Company.

As a condition of my employment and/or continued employment with the Company and my receipt of the compensation now and hereafter paid to me by the Company, I agree to the following:

1. **Confidential Information:**

Company Information: I shall not use, communicate, or disclose, except for the benefit of the Company, any Confidential Information relating to the Company, its corporate parent, or any of their subsidiaries or affiliates (collectively "**Company Parties**"), to which I have been privy to by virtue of being an employee of the Company. I understand that "**Confidential Information**" for this purpose shall mean and include all information, regardless of the form whether oral, written, stored in a computer database or otherwise, which in any way relates to markets, customers (including, but not limited to customers of any of the Company Parties with whom I interacted or with whom I became acquainted while being associated with the Company), products, patents, inventions, know-how, software, procedures, methods, designs, strategies, plans, assets, liabilities, revenues, pricing lists, customer information, profits, organization, employees, agents, distributors or business in general of any of the Company Parties. I understand that Confidential Information and trade secrets do not include any of the items mentioned above, which have become publicly known and made generally available through no wrongful act of mine, or of others who were under confidentiality obligations, as to the item or items involved. I hereby agree to maintain the secrecy and confidentiality of such Confidential Information.

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Former Employer Information: I agree that I will not, during my employment with the Company, improperly use or disclose any proprietary information or trade secrets of any former or concurrent employer or other person or entity. Further, I will not bring into the Company premises any proprietary information or trade secret of any such employer, person or entity unless consented to in writing by such employer, person, or entity.

Third Party Information: I recognize that the Company has received, and in the future will receive, from third parties their confidential or proprietary information subject to a duty to maintain the confidentiality of such information and to use it only for certain limited purposes. I agree to hold all such confidential or proprietary information in the strictest confidence and agree to not disclose it to any person, corporation, or entity. I also agree not to use such information except as necessary in carrying out my work for the Company consistent with the Company's Agreement with such third party.

2. Inventions:

Inventions Retained and Licensed: I have shared and declared a list describing all inventions, original works of authorship, developments, improvements, and trade secrets which were made by me prior to my employment with the Company (collectively referred to as "**Prior Inventions**"), which belong to me, which relate to the Company's proposed business, products or research and development, and which are not assigned to the Company hereunder, or, if no such list is attached, I represent that there are no such Prior Inventions. If in the course of my employment with the Company, I incorporate into a Company product, process, or machine a Prior Invention owned by me or in which I have an interest, the Company is hereby granted and shall have a nonexclusive, royalty-free, irrevocable, perpetual, worldwide license to make, have made, modify, use and sell such Prior Invention as part of or in connection with such product, process or machine.

Assignment of Inventions: I agree that I will promptly make full written disclosure to the Company, which will hold in trust for the sole right and benefit of the Company, and hereby assign to the Company, or its designee, all my right, title, and interest in and to any/all invention(s), original works of authorship, development, concepts improvements or trade secrets, whether or not patentable or registrable under copyright or similar laws, which I may solely or jointly conceive or develop or reduce to practice, or cause to be conceived or developed or reduced to practice, during the period of time I am in the employ of the Company (collectively referred to as "**Inventions**"), except as provided in sub-section (e) below. I further acknowledge that all original works of authorship created by me (solely or jointly with others) within

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the scope of and during the period of my employment with the

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Company and which are protectable by copyright are "works made for hire", as defined under the local copyright legislations (and all amendments thereto).

Maintenance of Records: I agree to keep and maintain adequate and current written records of all Inventions made by me (solely or jointly with others) during the terms of my employment with the Company. The records will be in the form of notes, sketches, drawings, and any other format that may be specified by the Company. The records will be available to the Company and always remain the sole property of the Company.

Patent and Copyright Registrations: I agree to assist the Company, or its designee, at the Company's expense, in every proper way to secure the Company's rights in the Inventions and any copyrights, patents, mask work rights or other intellectual property rights relating thereto in any and all countries, including the disclosure to the Company of all pertinent information and data with respect thereto, the execution of all applications, specifications, oaths, assignments and all other instruments which the Company shall deem necessary in order to apply for and obtain such rights and in order to assign and convey to the Company, its successors, assigns, and nominees the sole and exclusive rights, title and interest in and to such Inventions, and any copy rights, patents, mask work rights or other intellectual property rights relating thereto. I further agree that my obligation to execute or cause to be executed, any such instrument or papers shall continue after the termination of my employment. If the Company is unable to perfect any right, title, interest because of my mental or physical incapacity or for any other reason to fail to secure my signature to apply for or to pursue any application for any local or foreign patents or copyright registrations covering Inventions or original works of authorship assigned to the Company as above, then I hereby irrevocably designate and appoint the Company and its duly authorized officers and agents as my agent and attorney in fact, to act for and on my behalf to execute and file any such applications and to do all other lawfully permitted acts to further the prosecution and issuance of letters patent or copyright registrations thereon with the same legal force and effect as if executed by me.

Exception to Assignments: I understand that the provisions of this Annexure requiring assignment of Inventions to the Company do not apply to any invention for which no equipment, supplies, facilities or trade secret information of the Company was used and which was developed entirely on my own time, unless: (i) at the time the Invention was conceived or reduced to practice, it related (A) directly to the business of the Company, or
(B) to the Company's actual or demonstrably anticipated research or development; or
(ii) the Invention resulted from any work performed by me for the Company. I

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understand further

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that the laws of certain states would prohibit the assignment of such Inventions. I will advise the Company promptly in writing of any inventions that I believe meet the criteria of this paragraph.

3. **Returning Company Documents:** I agree that, at the time of leaving the employment of the Company, I will deliver to the Company (and will not keep in my possession, recreate or deliver to anyone else) any and all devices, records, data, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, materials, software, databases, equipment, other documents or property, or reproductions of any aforementioned items developed by me pursuant to my employment with the Company or otherwise belonging to the Company, its successors or assigns.

4. **Notification to New Employer:** If I leave the employment of the Company, I hereby grant consent to the Company to notify my new employer about my rights and obligations hereunder.

5. **Non-Solicitation:** For a period of six (6) months after termination of my employment or cessation of my association with the Company for any reason whatsoever, I shall not, solicit or cause or authorize directly or indirectly to be solicited for employment, or cause or authorize directly or indirectly to be employed on my own behalf or on behalf of any Third Parties, any person who is an employee of the Company. I also agree not to use or disclose to any Third Parties any information obtained by myself while being an employee of the Company concerning the names and addresses of the Company's past and present employees.

6. **Non-Competition**: During 6-month period, immediately following termination of my employment with the Company, unless I receive written authorization from the Company to do so. I will not, directly or indirectly, perform any similar Services for any competing Company including current or former customer and / or prospects of the Company with whom I worked in the past twelve (12) months.

For the purposes of these non-compete provisions, "Similar Services" means, services which meet all or any of the following criteria(s):

i. work in the competing business / product (e.g. Digital Business; Security; Customer Experience; Marketing etc.) or sector (e.g. Financial Services) in which I worked for the Company; where the

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ii. nature of work remains the same (e.g. selling ITBS Services; Product Architect) and involves the same end clients or prospects, and is

iii. performed in the same geography / market where I provided services for the Company.

The Company reserves the right to unilaterally waive this restriction in full or in part at its discretion; the Employee hereby acknowledges and agrees to the same.

In case, the Company initiates separation by way of involuntary termination or redundancy, then this non-compete will not apply.

6. **General Provisions Regarding Covenants**

Extension of Covenants: If I breach any of my obligations of this Annexure, I understand and agree that the time periods of the obligations that I have breached shall be extended by the period of time of such breach.

Attachment Read, Understood and Fair: I have carefully read and considered the provisions of this Annexure and agree that all of the restrictions set forth are fair and reasonable and are reasonably required for the protection of the interests of the Company and enhancing its goodwill.

7. **Protection of Systems & Environment:** I agree that during the term of my employment or association with the Company, I shall render services, as directed, in an ethical & professional manner and in accordance with the work related Policies of the Company such as E-mail & Internet Usage Policy, Information Security Policy etc., and their modification from time to time. As a part of my job requirement, I may be required to, or would have access to Company's and Company customer's work and computer environment and, as such undertake not to incorporate into Company's and any customer deliverables, software, computer, network, data or other electronically stored information or computer program or system, any security device, program routine, device, code or instructions (including any code or instructions provided by third parties) or other undisclosed feature, including, without limitation, a time bomb, virus, software lock, drop-dead device, digital rights management tool (including without limitation so-called DRM root kits), malicious logic, worm, Trojan horse, trap door, or other routine, device, code or instructions with similar effect or intent, that may be capable of accessing, modifying, deleting, damaging, disabling, deactivating, interfering with, shutting down, or otherwise harming any software, computer, network, deliverables, data or other electronically stored information, or computer

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programs or systems,. I understand that any violation or likely violation hereof may expose the Company to enormous losses & damages, including without limitation claims from Company's customers and as such the Company will be entitled to recover all such monies from me.

8. **Remedies:** By virtue of the duties and responsibilities attendant with my engagement by the Company, I understand that great loss and irreparable damage would be suffered by the Company if I should breach any of the terms of this Annexure. I acknowledge that each such term is reasonably necessary to protect and preserve the interests of the Company. Therefore, in addition to all other remedies available to the Company at law or in equity, the Company shall be entitled to, without posting a bond, specific performance, a temporary restraining order and a permanent injunction to prevent a breach or the continuation of a breach of any of the terms of this Agreement.

9. **Representations:** I represent that my performance of all the terms of my employment agreement and this Annexure will not breach any confidentiality agreements prior to my employment by the Company. I have not entered into, and I agree I will not enter into, any oral or written Agreement in conflict with any of the provisions of the undertakings in this Annexure.

10. **Integration:** I understand and agree that this Attachment is part of my integrated employment Agreement with the Company, and that the general provisions in the Agreement to which this is an attachment including, without limitation, those provisions concerning reformation and severability, shall be applied when interpreting this Annexure.

Accepted

_____

Bhosale Gauri Ramesh
February 23, 2023

Statestreet HCL Services
(India) Private Limited
CIN : U72900DL2012FTC229698

Worksite Chennai : ETA Technopark –Special Economic Zone, Upper Ground Floor of Blocks 3, No.33, Old Mahabalipuram Road, Navalur Village and Panchayat, Thiruporur Panchayat Union, Chengalpet Taluk, Kancheepuram Dist. Chennai – 603 103, India
Worksite Coimbatore : Module I-3, 2nd Floor, Tidel Park Coimbatore Limited (TPCL), Civil Aerodrome Post, Coimbatore 641 014, India.
Worksite Pune 1 : Commerzone, Unit 401, 4th Floor In Building 7, Survey No. 144 & 145, Samrat Ashoka Path, Opposite to Airport Road, Verwada, Pune – 411 006, India.
Registered Office : 806, Siddharth, 96, Nehru Place, New Delhi – 110 019, India.

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

Disclaimer

You will be liable to pay all applicable taxes on your income as per the local laws. You will also be responsible for filing your personal Income Tax returns. You acknowledge that the Company is not in any way influencing, guiding, suggesting on aspects of taxation or tax saving measures in any form and that the same is individual's decision / personal choice.

Please note that all components mentioned above may or may not be a part of your compensation structure. HCL reserves the right to alter, append or withdraw the benefits extended either in part or in full based on management's discretion.

SIGNATURE OF

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Dnyaneshwar B. Rao Unawane <placement@mmimert.edu.in>

Fwd: Offer Letter - SJCPL

1 message

Narhari Shinde <narharishinde77@gmail.com> Thu, Feb 16, 2023 at 1:56 PM
To: placement@mmimert.edu.in

Dear Amol Si,
PFA

---------- Forwarded message ---------
From: **Shrawan Patole** <shrawan.patole@sjcpl.in>
Date: Wed, Oct 12, 2022, 15:35
Subject: Offer Letter - SJCPL
To: <narharishinde77@gmail.com>
Cc: rajendra.mahadik <rajendra.mahadik@sjcpl.in>, <manisha.pawar@sjcpl.in>

Dear Mr. Narhari Shinde,

Very Congratulations from SJCPL...!!!

We are pleased to offer you the position of **"HR & Admin Executive"** at SJ Contracts Pvt. Ltd. and your date of joining is **13th October 2022 at 9.30 am.** We are confident that you will contribute your skills and experience towards the organization growth.

We would expect you to join early as possible as but not later than **13th October 2022** beyond which the offer would stand withdrawn, unless a new date is mutually agreed upon, by us.

Appointment letter we will give at the time of joining date.

Please Carry the following **Original documents** & **copies** at the time of joining.

- Copy of Aadhar & PAN Card.
- Copies of Latest Educational Qualification.
- Experience / Relieving Letter from the Previous Employer.
- Banks A/c Details along with IFSC Code (Cheque Photocopy) and last 3 month Payment Slip.
- Two Photographs

Note - This offer being considered only subjected to medically fit for the duty.

Please confirm your acceptance of this offer by signing and returning this letter within 48 Hours from received.

Thanks & Regards,

Shrawan Patole

HR & Admin

Mob: +91 8956407846

S J Contracts Pvt. Ltd.

305-308, Amar Business Park,

Baner, Pune 411045

eClerx

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May, 26, 2022

Mr. VENKATESH VILAS JOSHI

Flat No. 402, Digambar Heights, Survey No. 76/87,Plot No. 204, Raygad Colony, Near Vitthal Mandir,New Ahire Gaon, Pune City, Pune, Maharashtra
411023

Dear Venkatesh,

Congratulations!!!

We are extremely pleased to extend you a warm welcome to the eClerx family. We wish you a successful and professionally rewarding career with us.

Please find attached your letter of appointment with eClerx. The letter sets out the terms and conditions of your employment. We request you to acknowledge the duplicate copy of this letter and return it to us as a token of your acceptance.

Your HR Business Partner will soon reach out to you to introduce themselves. Should you have any queries or concerns they will be glad to assist you.

Once again, we welcome you to eClerx. We look forward to a long, fruitful, happy and exciting association with you.

With Best Regards,

Sagar Shetty
Associate Program Manager – Human Resources

Venkatesh Joshi.

May, 26, 2022

Dear Venkatesh,

Further to your Offer Letter dated **May, 24, 2022**, we are pleased to appoint you as **Analyst** in the **DOMAN** program. Your employment with us will commence on **Thursday, May 26 2022**.

Apart from the other policies binding upon the employees of the company, the general terms and conditions to your appointment are as follows.

1. **Work Location**

1.1. Your initial work location will be Pune. Though you have been engaged for a specific position and location, the Company reserves the right to transfer you, with reasonable notice, to any other location, department, establishment, or branch of the Company / group / affiliates (whether in India or abroad) as the Company may deem fit including new locations to be set up in future. You shall be bound by the policies, rules and regulations of the office at the location you are posted in at any given point in time.

1.2. In the event of your resignation from the Company from your date of relocation / transfer within a stipulated time period as mandated by the relevant transfer policy; you shall be liable to pay to the Company, all the expense incurred towards movement of your household goods, relocation allowance, accommodation cost and all other expenses related to your relocation/transfer including cost incurred by Company on account of your training.

2. **Background Verification**

2.1. Your appointment is contingent on successful verification of all documents and information provided by you as a part of your recruitment/joining process.

2.2. The Company reserves the right to end this employment agreement with you with immediate effect and without any liability(s)should the results of your background investigation come out as negative. HR team will contact you as soon as there is any insufficiency / discrepancy identified in your background check process.

2.3. You may be required to undergo tests for substance abuse as and when deemed necessary by the organisation. If the reports of such testing are found to be positive, the organisation withholds the right to initiate suitable action against you, including termination of services.

3. **Remuneration & Privileges**

3.1. Your compensation details will be as per Annexure I. The remuneration as indicated in the annexure is comprehensive and all-inclusive and hence it shall be deemed to include all the liabilities of the Company including keeping into account any extra hours worked.

4. **Probation**

4.1. Your first three months with the Company constitute a training / probationary period. This will exclude any leave of absence or such other period, which is not treated as duty as per the regulations of the organization. The probation period can be extended at the discretion of the manager. During this period, the company or you may terminate this agreement by giving 15 days' notice or payment in lieu of notice period. The Company reserves the right not to accept the payment in lieu of notice.

Venkatesh Joshi.

4.2. Notwithstanding the above-mentioned clause, the company reserves the right to put you under a training module as per the requirement of the specific business, the successful completion of which would determine the confirmation of your employment.

4.3. On your being unsuccessful on assessment parameters as defined by the company after the training completion period, the company reserves the right to either extend your probation period as per the Confirmation Policy, or terminate your employment with immediate effect with 15 days of notice period in case your skill sets are found to be misfit for the business skills Without prejudice to clause no 4.1 and 4.2 as mentioned above, the Company may, during the period of training/probation. terminate your services without any notice or payment in lieu of notice should you be found guilty of violation of any of the Companies' policies or breach of code of conduct which may not be conducive to the Company or its reputation.

4.4. On successful completion of probation, you will be confirmed as a permanent employee and the rules regarding your employment then will be governed by relevant policies and code of conduct that apply all employees in a permanent capacity.

5. **Training**

5.1. You may need to undergo designated trainings as a part of your employment. Such trainings are aimed to present an opportunity to expand your knowledge base, enhance your domain and product expertise, and equip you for effective execution of all your job responsibilities. Some of the specialized trainings will require a commitment of significant investment by eClerx as well as you.

5.2. In such cases, you may be required to enter into a retention agreement with us. The details of such developments will be made available to you before the commencement of any such training.

5.3. Breach of the agreement may call upon necessary recovery from your full and final settlement

6. **Leaves**

6.1. You are eligible for 24 working days of leave in a year. All leaves applied for will need to be approved by the reporting manager well in advance. Any unapproved leave will be treated as loss of pay and repetition of such instances will attract action in line with the leave policy. The leave process shall be guided under Leave policy of the company.

6.2. You are required to acquaint yourself with all the rules and regulations pertaining to leave and attendance upon joining the company in order to avoid such instances.

7. **Separation**

7.1. Post confirmation of your employment, your services can be terminated by the company, with or without reasons, by giving a notice of 30 days or payment in lieu of notice period. Payment in lieu of shortfall of notice period will be equivalent to monthly total compensation earned for an equivalent period of time.

In case you decide to terminate your employment with the Company, you would be required to serve the notice period of 30 days upon your resignation. The company may waive off the notice period requirement, at its own prerogative and require you to compensate for the shortfall of notice period.

7.2. Without prejudice to any clause in this contract, the Company also reserves the right to terminate your employment for Reasons mentioned below with immediate effect without any payment in lieu of notice period, whereupon you shall cease to be in the employment of the Company and you shall have no claim whatsoever against the Company for damages or otherwise by reason of such determination.

Venkatesh Joshi.

For the purposes of this Clause 7.2, 'Reason' shall mean as under:

a. Negligence or misconduct by you in complying with your duties, responsibilities, obligations and / or covenants or undertakings, which are either incapable of remedy or otherwise not remedied by you within 30 (thirty) days of a written notice being serviced on you by the Company stating the breach; or
b. You becoming unable, for any reason whatsoever including the imposition of any court order, to efficiently perform your duties hereunder for 60 (sixty) working days in aggregate in any period of 12 (twelve) consecutive months; or
c. You becoming of unsound mind; or
d. You are convicted of a criminal offence; or
e. You becoming bankrupt or compound with all your creditors or enter into any deed of arrangement with all your creditors; or
f. You commit any breach of any of your duties or obligations under the Employment Documents; or
g. You refuse or neglect to comply with any lawful and reasonable orders or directions given to you by the Company; or
h. You guilty of any misconduct whether or not in the performance of your duties or commit any act which in the opinion of the Company is likely to bring the Company or any of its officers or other employees into disrepute whether or not such act is directly related to the affairs of the Company; or
i. You becoming prohibited by law or any order from any regulatory body or government authority from being an employee of the Company; or
j. You are unable to achieve and maintain a satisfactory level of performance and produce the desired results in your performance which are the requirements for meeting your job responsibilities; or
k. Causing damage to company's property; or
l. Going on or abetting a strike in contravention of any law for the time being in force; or
m. Committing theft, fraud or dishonesty
n. You are being found guilty of any unlawful activity including but not limited to threatening of employees, security breaches, harassment including sexual harassment, etc.
o. For violation of the Company Code of Conduct and Company Ethics which goes against the ethos of the company.

The list above is suggestive and by no means exclusive. The company further reserves the right to add/amend this list without prior notice, within reasonable limits.

7.3. In the event of continued absence from work without prior information and authorization, the Company can initiate disciplinary action against you as specified in the relevant separations policy(s) and/or document(s) which may lead to termination of your employment.

7.4. You will automatically retire from the service of the Company on attaining the age of 60 (sixty) years, if not terminated earlier, [unless otherwise agreed between the parties].

7.5. On termination of your employment, all works carried out by you – both in physical and digital form – during your employment shall be immediately returned forthwith to the Company, without exception and with no copy (either part or whole thereof) retained by you in any form.

7.6. When your employment with the Company ends, for whatever reason, you will promptly deliver to the Company all originals and copies of all documents, records, software programs, media and other materials containing any confidential information. You will also return to the Company all equipment, files, software programs and other personal property belonging to the Company and complete the due handover process during the notice period that you are required to serve by the Company. In the event of your failure to do so, you shall be liable to face legal proceedings and compensate the company for any material loss of business as determined by the company at its sole discretion. The Company may withhold your exit clearance and / or full

Venkatesh Joshi.

and final settlement on account of your breach of the Company's rules and regulations and until it is able to recover the losses incurred by it on account of your breach of the Company's rules and regulations.

8. **Working Hours**

8.1. The working hours applicable to you will be the same as are observed depending upon your process and program. The initial shift, location or program awarded to you may change at any time during the period of employment as decided by eClerx management.

9. **Conflict of Interest**

9.1. During your service with the company you are expected to devote your whole time and attention to the company's affairs and refrain from directly or indirectly engaging in any other business. You will not take up any other work for remuneration (part time or otherwise) or work in advisory capacity or be interested directly or indirectly in any trade or business, during your employment with the Company. This restriction applies whether or not the other activity is of a similar nature to or competes in any material respect with any of the businesses of the Company.

9.2. You will not seek membership of any local, public or political bodies or undertake any other business, assume any public office, honorary or remunerative, without the specific written permission of the HR Head. In the event of your becoming member of any local or public or political bodies or undertaking any business, assuming any public office without following due process as prescribed by the Company, you shall be deemed to have contravened the terms and conditions of employment and the Company reserves the right to take appropriate action as it deems fit including forthwith terminating your employment with the Company as provided in the Employment Documents.

9.3. In case you join or are transferred to the Financial Markets vertical, you may be required to disclose the details of Demat / Trading account held by you and your family members to meet the compliance requirements of the client.

10. **Non-Disclosure**

10.1. You hereby agree to sign and enter into a Non-Disclosure / Confidentiality Agreement on your date of joining or at any time thereafter in the format prescribed by the Company. You further agree that you shall keep the Company's Confidential Information (as defined in the Non-Disclosure / Confidentiality Agreement), whether or not prepared or developed by you, in the strictest confidence.

10.2. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and the Company will automatically be indemnified against any breach thereof.

11. **Non-Solicitation of Employees and Clients and Non-Compete**

11.1. During the term of your employment with the Company and for a period of 12 months thereafter immediately following the termination of employment with the Company for any reason, you shall not –
a. Undertake and ensure that directly or indirectly solicit, induce, recruit or encourage any of the Company's employees to leave their employment with the Company, or join any other employment or undertake any other activity that is of similar nature so as to give any sort of competition to the business of the Company.
b. Take away any clients or customers of the Company or attempt to solicit, induce, recruit, encourage or take away clients or customers of the Company.
c. Join the services or be associated with any former employee of the Company who is undertaking any activity competing with the business of the Company.
d. All business opportunities known to you or made known to you at any time, with respect to and / or connected with the business of the Company are not referred to any third party but are referred only to the Company and

Venkatesh A Joshi.

are undertaken in any other company only with the prior written consent of the Board of Directors of the Company (hereinafter referred to as 'the Board').

e. Neither directly nor indirectly own, conduct, engage in, manage, operate, join, control, finance, invest in, bid for, advise or otherwise participate in or in any manner be associated or connected with, whether for or without remuneration, in any business, individual, partnership, firm, corporation, limited liability company or other entity whatsoever similar to or competing directly or indirectly with the business of the Company, its subsidiaries or affiliates nor undertake or be engaged, directly or indirectly in any activities or do any act or thing which would, or is likely to, be detrimental to the interests, business or reputation of the Company, its subsidiaries or affiliates.

12. **Jurisdiction**

12.1. In case of any dispute or difference arising out of or under this contract, resulting into any proceeding before any Authority, Courts etc. in respect of this contract, the same will be subject to the jurisdiction of Mumbai.

13. **Applicable Company rules and regulations**

You will be governed by the Company's rules and regulations (and practices) as enforced from time to time on matters whether specified herein or not, including on matters such as designation, emoluments and the structure thereof, working hours, etc. Company's decisions on all such matters shall be final and binding on you

14. **Change in Terms and Conditions of your employment**

The company reserves the right to change the terms and conditions of your employment which would be intimated to you either through changes in company policies or through an amendment to your employment contract, or through other means of communication which would purport to amend the said terms in your employment contract.

If the terms and conditions offered herein are acceptable to you, please return the acceptance copy to the undersigned, duly affixing your full signature on the last page and initials on remaining pages.

Yours faithfully,

For eClerx Services Limited

Sagar Shetty
Associate Program Manager – Human Resources

Venkatesh Joshi.

ANNEXURE I

Name: VENKATESH VILAS JOSHI
Designation: Analyst
Date of Joining: May 26 2022

SALARY OFFER BREAK-UP	Amount (INR)	Annual Amount(INR)
Basic Pay	8,456	101,472
House Rent Allowance	423	5,076
Other Allowance	3,061	36,732
Bonus	2800	33600
Monthly Fixed Compensation	**15,445**	**185,340**
Retiral Fund	1,467	17,604
Monthly Total Compensation	**16,912**	**202,944**
Annual Total Compensation		**202,944**
Performance Bonus (Upto)	1,353	16,236
Cost To Company		**219,180**
Gratuity[3]		4,881
Total Cost To Company		224,061

The Company is also pleased to extend the following benefits to you:

1. **Group Medical Insurance**
   a. You are eligible for floater medical insurance cover of INR 100,000 which covers yourself
   b. The insurance is inclusive of pre-existing disease cover from the date of joining.
   c. You may also opt for additional cover for your family including your spouse, children and parents / parents-in-law post your joining the Company. The premium against the additional cover will be communicated to you and will be deducted from your salary.
2. **Group Personal Accident Insurance**
   a. You are covered for an amount of INR 300,000 under the Group Personal Accident Insurance Policy.
   b. The policy covers disablement (temporary and permanent both) and death caused due to accidents.
3. **Executive Health check-up**
   a. All employees aged 35 years and above are eligible for an executive health check-up once a year. Details on the appointment booking procedure will be made available to you subsequently.
4. **Night Shift Allowance**
   a. In case you are required to work in the night shift on account of process or client requirements, you will be eligible to receive Night Shift Allowance.

Venkatesh Joshi.

b. The amount paid to you will depend on your designation, number of nights shifts worked and all other rules as may be specified by the company policies.

5. **Language Allowance**

   a. In case you're hired for a role that requires proficiency on a foreign language, you shall be eligible to be paid Language Allowance along with your monthly salary.

   b. The same will be withdrawn if your role changes for any reason whatsoever, and the new role does not require you to use your language proficiency.

6. **Subsidized Transport**

   a. eClerx offers subsidized transport to all its employees basis the local transport policy.

   b. Should you wish to avail, an amount of INR 1,400 will be deductible from your fixed compensation every month.

Other Notes:

1. **Taxation**

   a. You shall be solely responsible for paying any taxes, direct or indirect, state or local, whether payable in India or elsewhere, which may result from your compensation.

   b. The Company shall be entitled to deduct from your compensation, income tax, other taxes and levies which it is liable to deduct at source.

2. **Gratuity**

   a. You will be entitled to gratuity as per the provisions of the Payment of Gratuity Act 1972 and the amendments made thereafter.

3. **Provident Fund**

   a. Since you have opted not to participate in the Employee's Provident Fund Scheme, the Retiral Fund amount mentioned in your salary will be paid as part of Monthly Fixed Compensation.

4. **Performance Bonus**

   a. The performance bonus mentioned in the aforementioned table includes complete liability of the company on bonus payments to you including those required by statute.

   b. Bonus pay out in contingent on your performance and will be prorated basis the date of joining or changes in salary as per company policy

Venkatesh Joshi.

Offered **By: Sagar Shetty**
Designation: Associate Program Manager – Human Resources

Accepted by: _____

26-05-2022
Date

(Name and Signature)

Venkatesh Joshi

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State Street HCL Services

Statestreet HCL Services
(India) Private Limited
CIN : U72900DL2012FTC229698

Worksite Chennai : ETA Technopark –Special Economic Zone, Upper Ground Floor of Blocks 3, No.33, Old Mahabalipuram Road, Navalur Village and Panchayat, Thiruporur Panchayat Union, Chengalpet Taluk, Kancheepuram Dist. Chennai – 603 103, India
Worksite Coimbatore : Module I-3, 2nd Floor, Tidel Park Coimbatore Limited (TPCL), Civil Aerodrome Post, Coimbatore 641 014, India.
Worksite Pune 1 : Commerzone, Unit 401, 4th Floor In Building 7, Survey No. 144 & 145, Samrat Ashoka Path, Opposite to Airport Road, Yerwada, Pune – 411 006, India.
Registered Office : 806, Siddharth, 96, Nehru Place, New Delhi – 110 019, India.

Date: February 23, 2023

Private & Confidential

Bhosale Gauri Ramesh

AT POST BHUINJ TAL WAI DIST SATARA PIN 415515
AT POST BHUINJ TAL WAI DIST SATARA PIN 415515,
Pune,
Maharashtra,
India - 415515
Document ID - 3599948a-383a-4f7e-8995-507535a14613

Dear Bhosale,

- Congratulations! With reference to your application and subsequent interview, we are pleased to make you an offer –cum - appointment with **State Street HCL Services (India) Private Limited ("SSHS" or "HCL" or "Company")** as **Analyst**. You are required to report on February 28, 2023 at 09:00 AM at the address: **Statestreet HCL Services (India) Private Limited**, **PuneSEZ-Magarpatta City,Tower 7,Wing A&B.**

- Your annual compensation would be **Rs. 240000 per annum** as per Annexure I. However, the structure and components of your Compensation plan may be changed from time to time in line with the Compensation Policy and practices of the Company. In addition to your CTC, you would be eligible for a process allowance of based on the process you are aligned to. Process Allowance will be shown as an annual component in the CTC annexure but the same shall be payable to you on a monthly basis. Process Allowance is payable from the Date of production. In the event of process change, Process Allowance will change accordingly and a new compensation letter to this effect will be issued to you thereafter for your records/reference

- This is a system generated (offer and appointment letter) document. Agreeing to the terms and conditions in the workflow of iTap (Company's web based application) is as good as signing of physical contract form on mutual agreement between you and the Company. It has legal binding as per the law if mutual trust is breached. You are requested to accept the offer within 07 days and mail the confirmation of acceptance to recruiter's email id- monika.shrik@hcl.com , failing which the offer will stand null and void.

SIGNATURE OF EMPLOYEE

Statestreet HCL Services
(India) Private Limited
CIN : U72900DL2012FTC229698
Worksite Chennai : ETA Technopark –Special Economic Zone, Upper Ground Floor of Blocks 3, No.33, Old Mahabalipuram Road, Navalur Village and Panchayat, Thiruporur Panchayat Union, Chengalpet Taluk, Kancheepuram Dist. Chennai – 603 103, India
Worksite Coimbatore : Module I-3, 2nd Floor, Tidel Park Coimbatore Limited (TPCL), Civil Aerodrome Post, Coimbatore 641 014, India.
Worksite Pune 1 : Commerzone, Unit 401, 4th Floor In Building 7, Survey No. 144 & 145, Samrat Ashoka Path, Opposite to Airport Road, Yerwada, Pune – 411 006, India.
Registered Office : 806, Siddharth, 96, Nehru Place, New Delhi – 110 019, India.

- Your employment may be subject to you being declared medically fit by a registered medical practitioner. Company shall request for the same as and when it is required, as per the Company Policies/ client requirement.

SIGNATURE OF EMPLOYEE

Statestreet HCL Services
(India) Private Limited
CIN : U72900DL2012FTC229698
Worksite Chennai : ETA Technopark –Special Economic Zone, Upper Ground Floor of Blocks 3, No.33, Old Mahabalipuram Road, Navalur Village and Panchayat, Thiruporur Panchayat Union, Chengalpet Taluk, Kancheepuram Dist. Chennai – 603 103, India
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Registered Office : 806, Siddharth, 96, Nehru Place, New Delhi – 110 019, India.

- All our operations function **24x7, 365 days in a calendar year.** Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. Your working hours will be as advised to you by your superiors from time to time but **shall not exceed 48 hours** in a week. It is expressly agreed that if you fail to perform the work according to the scheduled working hours or you resort to stoppage of work, whether alone, or with others, you will be entitled to receive salary only in proportion to the working hours during which you actually performed work.
- In accordance with the authorization on your application, your appointment is subject to your clearance of **Background Verification/Reference Check/any other test specified by the client** and genuineness of documents or information provided by you to the Company. You are being provisionally offered on the presumption that you have no criminal background as per law of the land and the particulars furnished by you in your Application and/or Bio-data are correct. We will also be contacting your referrals. **Please note that this offer is subject to satisfactory references being obtained.**

- The company will undertake the background verification / validation process of employees in terms of education, previous employment(s), criminal verification, database and web searches, address verification, claims made against achievements in the resumes/CVs of the employees etc. with the help of a third party as and when required. You would be required to submit photocopies of documents detailed in Annexure II to facilitate the joining and background verification process. The company may also undertake reference check through at least two professional references submitted during the process of selection.

- In case the Prospective Employees fails to submit any document required for conducting background verification, they will not be considered for hiring. If the Prospective Employees fails the background verification, appropriate actions including withdrawal of offer of employment will be taken basis the recommendations given by the background verification team & in line with HCL policies

- In case the aforesaid particulars are found to be incorrect or it is found that you have **concealed or withheld** some other relevant facts, your offer/employment with the Company shall stand terminated/cancelled forthwith, without any notice.

- Your growth in terms of role, compensation etc., in the company will solely be based on your performance. Unless notified in writing, you will be deemed as "confirmed" on completion of your probation period i.e. 6 months from date of joining. Subsequently, your annual performance appraisal and compensation

SIGNATURE OF EMPLOYEE

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Registered Office : 806, Siddharth, 96, Nehru Place, New Delhi – 110 019, India.

review will be aligned and affected from the first day of the subsequent quarter thereafter. **Probation period & Performance Appraisal / Compensation Review shall be deemed to be changed with the change in position / process / function.**

- Your services during the period of probation shall be liable to be terminated giving **two month** notice or **two month** basic salary in lieu thereof without assigning any reason thereof. Likewise you will also be competent to terminate your contract of employment by giving **two month** notice. The waiver of the notice period fully or partially or acceptance of such basic salary is at the Company's sole discretion. Further, the aforesaid requirement of notice period may be extended, if mutually agreed by you and the Company.

- The company shall be entitled to accept your prospective resignation with effect from a date earlier than the one offered by you and thus relieve you at any time during your notice period as the notice is for the benefit of the management and balance notice period can be waived at any time by the management. In such an event, however, you shall be paid basic salary for the remaining period of your notice. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

- You will be required to declare at the time of joining any direct relatives who may be working with HCL or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. During your employment with **State Street HCL Services (India) Private Limited**, if any of your direct relatives are offered by HCL or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives herein include parents, spouse, brother/s, sister/s and children of the **State Street HCL Services (India) Private Limited employee.**

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

- All Employees are entitled to avail the Company Transport within the defined limits as per company's policy

SIGNATURE OF EMPLOYEE

Statestreet HCL Services
(India) Private Limited
CIN : U72900DL2012FTC229698
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- During your employment if the company identifies any negative instances/ irregularities relating to your previous employment, your employment will be terminated with immediate effect.

- You and your family (spouse, dependent children, dependent parents) will be covered under comprehensive Medical Insurance scheme/ESI as per policy

- Your resignation shall become effective as soon as the management accepts it. The management shall be competent to withhold its acceptance in respect of your resignation in case dues are recoverable from you or if you are under suspension and/or disciplinary proceedings are pending or contemplated against you or for any other similar reasons. After having opted to resign and given the intimation to this effect, you shall be debarred from withdrawing your resignation except with the written permission of the management.

- Subject to other terms of the instant letter, company reserves the right to terminate your services without any cause assigned to the termination. In such a case, the company at its discretion would consider to pay the terminated employee one-month basic salary only.

- During your employment with the Company, you will be liable to be transferred to any of the offices/ departments /manufacturing units of the Company or of associate companies/ group companies, client location, whether existing or to be set up, anywhere in India or abroad, on the same terms and conditions of employment at the sole discretion of the management. Provided that if you are deputed to any associate/ subsidiary/ group company outside India by the Company, you shall be treated as having bound yourself to serve the Company for the deputation period, and for the stipulated period thereafter, if any, and the same shall be treated as the contract period vis-à-vis this contract of service.

- You may be required to attend specialized training, either in India, or abroad, and it is expected that you will be ready and willing to undertake such training, as the same is necessary to enable you to effectively discharge your duties with the Company. The training period would be any six days of a week. The Company shall be spending considerable amount of money on the said training, and it is expected that you shall work for the Company for a certain minimum stipulated period of time after completion of the said training, so as to enable the Company to get the benefit of the amount spend by it. It is the practice of the Company to execute a training and/or Service agreement at the commencement of training in which the rights and liabilities of the respective parties are set out. You will be required to compensate the company for the amounts spend by it on the training in the event of your committing breach of your obligations under the training - and - service agreement. You may also be required to furnish at least one surety to guarantee due compliance with the terms of the training and/or service agreement as per the policy. Subject to above, during your employment with the company, you may also be required to execute agreement(s) in the nature of NDA (Non-disclosure agreement) or any other agreement/undertaking/affidavit due to client/process/business requirements.

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- During your employment with the company, you will be governed by the policies, service rules and regulations of the company being in force or introduced/amended later. In this regard, a confidentiality undertaking at the time of joining and/or any other agreement that may be required from time to time will be required to be executed by you.

- You shall not divulge, communicate or pass on any information, secrets directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or to anyone not employed by the company. At all times you shall maintain absolute integrity. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of HR Department. Indulgence in such activities or any violation of this norm shall lead to termination of your employment immediately.

- You would be initially posted at **Pune**, where you are requested to report to Human Resources Group on joining. Upon joining, you will be required to sign a standard undertaking on your obligations to conform to organizational discipline, policies and norms.

- During your employment with the company, you will not take up employment elsewhere either part time or otherwise. Besides you will not engage in any commercial activity. In case of defiance of this provision, Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

- In case you absent yourself from duty for **7** days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.

- You will be retired from service on attaining superannuation age of 58 years or earlier in case you are found physically and/or mentally unfit to work any longer or for continued ill-health as certified by the medical officer nominated by the Company.

- You are requested to submit 10 passport size photographs and the attested copies of the following documents, at the time of joining:
    - School leaving certificate / birth certificate
    - Educational qualification certificate (from 10th std onwards) along with mark sheets
    - Passport (The first 4 and the last 4 pages)
    - Relieving letter or duly accepted resignation letter from your present and previous employers

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- Salary certificate from your present and previous employers

- Please ensure to accept the Online Offer Letter once you have gone through all the clauses. Your acceptance to the Letter is mandatory before you report to joining.

Please note that no commitments other than what is mentioned in this letter & its annexure(s) will be applicable to you or entertained by us.
You are advised to go through the contents of this offer letter and the annexure(s) before signing the duplicate copy.

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

Yours sincerely,
For Statestreet HCL Services

Debasis Sarkar
Sr. VP, Head-Global Rewards

DEBASIS SARKAR
SENIOR VICE PRESIDENT

SIGNATURE OF EMPLOYEE

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DECLARATION

I, Bhosale Gauri Ramesh, hereby declare that I have completely understood the contents of the instant Letter and I agree to abide by the below mentioned clauses:

1. Flexible to work in any shifts, process, Centre and location.
2. All the required documents to be submitted on the date of joining.
3. Salary will be subject to revision in case of non-submission of the required experience certificates.
    - Unsatisfactory responses from the previous employment references may lead to reduction in salary or/and termination of employment with us.
4. Non-disclosure of prior experience with HCL will lead to termination of employment.

In case, the aforesaid particulars are found to be incorrect or it is found that I have withheld some relevant facts, State street HCL Services (India) Private Limited has the right to withdraw the instant Letter of Offer and/or terminate my employment with immediate effect.

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Annexure II

LIST OF DOCUMENTS/INFORMATION TO BE SUBMITTED TO FACILITATE JOINING, PRE-EMPLOYMENT BACKGROUND VERIFICATION / VALIDATION AND APPOINTMENT PROCESS AT HCL	
PRE-EMPLOYMENT BACKGROUND VERIFICATION	
S.No.	**Particulars (To be submitted to the Recruiter)**
1	**Highest Qualification -** Degree Certificate, All Years Mark sheets. Provisional Degree Certificate required for courses completed in the last 6 months from the current date
2	**Permanent/Current Address Proof** – Passport, Ration Card, Voter ID, Driving License, , Rental agreement or Lease agreement etc.
3	**Previous Employer** – Relieving and Experience Letter, latest salary slips & offer letter with Employee ID Number
4	A duly filled and signed copy of the BGV(Joining Form) Form and LOA (letter of authorization)
5	**Identity Verification -** Copy of valid passport and PAN card required

Additional documents (To be submitted on request)

1. Highest Qualification- Admit card, college and university official's (Registrar and Director) detail
2. Previous Employer – Direct HR Contact, PF account details, bank statement showing salary transfer and Form 16, If company is active, employer's active address.

Things to Remember

1. The information provided in Resume and background verification form must be same.
2. Information provided in background verification form must be accurate.
3. Period of stay mentioned in the background verification form should be correct and in continuation (without any GAP).
4. Any Gap in Employment or Education must be informed explicitly to the recruiter.

Additional document can be requested to clear background verification therefore to avoid delay it is advisable to submit these documents along with the mandatory documents.

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List of Documents required for joining (Must be mandatorily uploaded on Discover HCL Portal)	
S. No	**Document Name**
1	Latest Offer/Appointment Letter with Cost to Company (CTC and ALL ANNEXURES)
2	Extension Letter (if the Date of Joining in the offer letter is past dated)
3	Passport –Name & DOB page as proof
4	10th Mark sheet, only if passport is not available.
5	PAN Card as ID Proof (Only if passport is not available)
6	Passport Size Photographs (Only with white background)

- Please ensure that the copies uploaded are clearly visible as dark and hazy copies are not accepted.
- Please avoid clicking pictures of documents and uploading.
- Please do not send soft copies through Emails.
- Employee must enter/submit correct/accurate Aadhar number on joining portal so that HCL onboarding team can ensure the right information is passed on for EPF (Employee Provident Fund) / EPS (Employee Pension Scheme) / UAN (Universal Account Number) account creation/porting etc.
- HCL will only validate the accuracy of the Aadhar Card details for EPF/EPS/UAN and shall not store or use Aadhar card information for any other purposes.
- Please keep your PF account number (immediate previous employment), UAN information handy as these details are required at the time of filling details on the portal.
- Induction Timings are will be circulated to you separately.
- Please ensure your BGV Status is Green, before the Date of Joining, check with your Recruiter on the progress/Status.
- All storage Media Devices e.g. personal laptop, Pen Drives etc. are not allowed inside the campus.

If requested by the recruiter, you may be required to report to HCL Onboarding Team for completing joining formalities on the day of joining by 9:00 a.m. at your respective location of joining.

If your joining is completed remotely, please submit the requested documents to the HCL Onboarding team within 7 days of your date of joining, either in person or through courier.

Location of HCL Onboarding Team for joining formalities:

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S. No	Location	Address
1	NOIDA	HCL Technologies Ltd, Gate No. -1 , Akashi Induction Room, Ground Floor, Tower – 1, Hub SEZ,, Plot No 3A, Sector 126, Noida - 201303. UP (India)
2	CHENNAI	HCL Technologies Ltd, Sez Unit-2 (Sdb2 Buid), Elcot-Special Economic Zone, 602/3, Shollinganallur Village, Shollinganallur-Medavakkm High Road, Chennai-600119
3	BANGLORE	HCL Technologies Ltd, SAL (602), 6th Floor, Tower 4, Special Economic Zone (SEZ), 129, Jigani Industrial Area, Bommasandra-Jigani Link Road, Bangalore – 562106
4	KOLKATA	HCL Technologies Ltd,Level-4, Building -A3 Unitech Infospace, Dh Street, Rajarhat, Kolkata-700091
5	HYDERABAD	HCL Technologies Ltd, Himalaya Induction Room, Level-2, H-01B, Special Economic Zone, Phoenix Infocity Pvt Ltd, -Survey No. 30,34,35 & 38, Hitech city 2, Madhapur, Hyderabad-500081
6	PUNE	HCL Technologies Ltd, Blue Bell, Tower-7, Level- Upper Ground Floor , Wing (A&B), Magarpatta, Sez, Pune-411013
7	MUMBAI	HCL Comnet Ltd, Arena Tower, Ground Floor, Road No 12, Midc, Andheri East, Opp Goldfinch Hotel, Mumbai-400093
8	LUCKNOW	HCL Technologies Ltd, IT City, Near Chack Gajaria Farms, Sultanpur Road, Gate No. 1, Tower SDC-02, First Floor – Induction Room-1, Lucknow, Uttar Pradesh-226002
9	MADURAI	HCL Technologies Ltd, Elcot, IT SEZ , , , Plot No. 5 & 7, Ilanthaikulam Village-Madurai-Tamil Nadu-625020
10	Nagpur	HCL Technologies Ltd, Plot No.5, Sector 12, Mihan SEZ, Nagpur -441108
11	Coimbatore	State Street HCL Services | Human Resources | Module - 201, 202, 203, 204 And 206 – 2Nd Floor, Tidelpark Coimbatore Limited, Coimbatore - 641014,Extn : 04226657526|
12	Vijayawada	State Street HCL Services Private Limited, Medha IT Towers, Third Floor, Kesarapalli, Gannavaram, Krishna District 521102

Please go through the contents of this letter of offer and the annexure before accepting it. Your acceptance of the e-offer will be deemed as you have read and accepted all the clauses mentioned here-with.

Besides the above policies **State street HCL Services (India) Private Limited** is governed by policies* which are listed in corporate intranet www.hclbpo.net.

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Annexure III

EXPLANATION OF COMPENSATION STRUCTURE AND EMPLOYEE BENEFITS

To facilitate an easy understanding of your compensation structure (Cost to Company, CTC), the various components are explained as following:

BASIC SALARY The Basic Salary is standard across organization and brought to a certain value of the CTC. Basic salary has an impact on various other components such as the PF contribution, medical insurance cover, Gratuity, HRA etc. and hence has to be balanced so as not to substantially reduce the employee's take home salary.

House Rent Allowance (HRA) The HRA is payable maximum Up to 100% of the Basic Salary and paid monthly. This includes the Company Leased Accommodation value. For those who are not staying in a rented accommodation, can declare the same in the system post joining and this amount would be paid as taxable component.

Advance Statutory Bonus Applicable where monthly gross does not exceed INR 21,000 (excluding variable component) as per the Payment of Bonus Act.

Attendance Allowance Attendance Allowance is payable max. up to INR.1000/- per month.

Food Wallet Food Wallet is a voluntary benefit and is applicable for payments related to food and non- alcoholic beverages only. Once enrolled, the benefit should be availed within HCL Cafeterias or food joints outside HCL campus which serves only food and non-alcoholic beverages. This Food Wallet cannot be used in any other outlet other than designated food outlet.

Compensatory Allowance Compensatory Allowance is a buffer component that adjusts the amount of CTC against all other fixed components.

Medical Insurance Some of the salient features of the Group Health Medical Insurance policy are as follows

- The policy covers Hospitalization expenses and Maternity expenses.

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- By default, the employees (who are not covered under the ESI Act, 1948] will be mandatorily covered under the benefit. The benefit will also be available to cover Spouse, dependent children, dependent parents/in-laws, dependent brothers who are unemployed but below the age of 25 and sisters (unmarried & unemployed), additionally, by declaring them as dependants and on confirming that they are NOT covered under any other employer-sponsored medical scheme (e.g., Central Government Health Scheme) and that they are wholly or substantially dependent on you for their medical needs.
- The premium payable depends on the dependants declared.
- The hospitalization coverage limit will be same as defined in compensation structure.
- Company reserves the right to amend the benefit plan and shall keep all employees informed/updated.
- You may refer 'Medical Insurance policy' for further details.

- **Coverage under ESI:**
  Applicable where monthly gross does not exceed INR 21,000 (excluding variable component) as per the Payment of Bonus Act.
  The employee will be covered under Employee State Insurance Scheme in accordance with the applicable norms and amendments made during time to time or any further amendment which may come into force during the employment tenure under **Employees' State Insurance Act, 1948**.

  Employees covered under ESI would not be covered by default under HCL's medical insurance benefit. Option to enroll under medical insurance is available as well; however, in such a case, the additional cost of annual medical premium has to be borne by the employee as per terms and conditions elucidated under Medical Insurance policy.

  *The employee & employer contribution will be payable as per current prescribed rates under ESI Rules.

- **Employer's contribution to Provident Fund:** As per statutory requirements, an employee has to contribute 12% of the basic salary towards Provident Fund (PF). HCL contributes matching amount to PF. Out of employer's contribution, 8.33% of monthly basic or INR. 1,250/- whichever is lower is remitted to PF authorities towards Employees' Pension Scheme (EPS). All employees are thereby eligible to draw pension after superannuation, except those who had opted out of EPS as per Form-11 declaration.
  *The percentage and amount is in compliance with the current PF Act.

Gratuity

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As per statutory requirements, it is employer's statutory liability to pay 15 days' Basic salary (15/26 of a monthly Basic) for every completed year of service to each of his employees on their exit, for any reason after five years of continuous service, subject to maximum limit of INR 20.00 lakhs.

ANNEXURE IV

This Annexure contains the Employee Undertakings which sets forth certain employee obligations with respect to the protection of the confidential information and legitimate business interests of the Company.

As a condition of my employment and/or continued employment with the Company and my receipt of the compensation now and hereafter paid to me by the Company, I agree to the following:

1. **Confidential Information:**

Company Information: I shall not use, communicate, or disclose, except for the benefit of the Company, any Confidential Information relating to the Company, its corporate parent, or any of their subsidiaries or affiliates (collectively "**Company Parties**"), to which I have been privy to by virtue of being an employee of the Company. I understand that "**Confidential Information**" for this purpose shall mean and include all information, regardless of the form whether oral, written, stored in a computer database or otherwise, which in any way relates to markets, customers (including, but not limited to customers of any of the Company Parties with whom I interacted or with whom I became acquainted while being associated with the Company), products, patents, inventions, know-how, software, procedures, methods, designs, strategies, plans, assets, liabilities, revenues, pricing lists, customer information, profits, organization, employees, agents, distributors or business in general of any of the Company Parties. I understand that Confidential Information and trade secrets do not include any of the items mentioned above, which have become publicly known and made generally available through no wrongful act of mine, or of others who were under confidentiality obligations, as to the item or items involved. I hereby agree to maintain the secrecy and confidentiality of such Confidential Information.

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Worksite Chennai : ETA Technopark –Special Economic Zone, Upper Ground Floor of Blocks 3, No.33, Old Mahabalipuram Road, Navalur Village and Panchayat, Thiruporur Panchayat Union, Chengalpet Taluk, Kancheepuram Dist. Chennai – 603 103, India
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Worksite Pune 1 : Commerzone, Unit 401, 4th Floor In Building 7, Survey No. 144 & 145, Samrat Ashoka Path, Opposite to Airport Road, Verwada, Pune – 411 006, India.
Registered Office : 806, Siddharth, 96, Nehru Place, New Delhi – 110 019, India.

Former Employer Information: I agree that I will not, during my employment with the Company, improperly use or disclose any proprietary information or trade secrets of any former or concurrent employer or other person or entity. Further, I will not bring into the Company premises any proprietary information or trade secret of any such employer, person or entity unless consented to in writing by such employer, person, or entity.

Third Party Information: I recognize that the Company has received, and in the future will receive, from third parties their confidential or proprietary information subject to a duty to maintain the confidentiality of such information and to use it only for certain limited purposes. I agree to hold all such confidential or proprietary information in the strictest confidence and agree to not disclose it to any person, corporation, or entity. I also agree not to use such information except as necessary in carrying out my work for the Company consistent with the Company's Agreement with such third party.

2. Inventions:

Inventions Retained and Licensed: I have shared and declared a list describing all inventions, original works of authorship, developments, improvements, and trade secrets which were made by me prior to my employment with the Company (collectively referred to as "**Prior Inventions**"), which belong to me, which relate to the Company's proposed business, products or research and development, and which are not assigned to the Company hereunder, or, if no such list is attached, I represent that there are no such Prior Inventions. If in the course of my employment with the Company, I incorporate into a Company product, process, or machine a Prior Invention owned by me or in which I have an interest, the Company is hereby granted and shall have a nonexclusive, royalty-free, irrevocable, perpetual, worldwide license to make, have made, modify, use and sell such Prior Invention as part of or in connection with such product, process or machine.

Assignment of Inventions: I agree that I will promptly make full written disclosure to the Company, which will hold in trust for the sole right and benefit of the Company, and hereby assign to the Company, or its designee, all my right, title, and interest in and to any/all invention(s), original works of authorship, development, concepts improvements or trade secrets, whether or not patentable or registrable under copyright or similar laws, which I may solely or jointly conceive or develop or reduce to practice, or cause to be conceived or developed or reduced to practice, during the period of time I am in the employ of the Company (collectively referred to as "**Inventions**"), except as provided in sub-section (e) below. I further acknowledge that all original works of authorship created by me (solely or jointly with others) within the scope of and during the period of my employment with the

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Company and which are protectable by copyright are "works made for hire", as defined under the local copyright legislations (and all amendments thereto).

Maintenance of Records: I agree to keep and maintain adequate and current written records of all Inventions made by me (solely or jointly with others) during the terms of my employment with the Company. The records will be in the form of notes, sketches, drawings, and any other format that may be specified by the Company. The records will be available to the Company and always remain the sole property of the Company.

Patent and Copyright Registrations: I agree to assist the Company, or its designee, at the Company's expense, in every proper way to secure the Company's rights in the Inventions and any copyrights, patents, mask work rights or other intellectual property rights relating thereto in any and all countries, including the disclosure to the Company of all pertinent information and data with respect thereto, the execution of all applications, specifications, oaths, assignments and all other instruments which the Company shall deem necessary in order to apply for and obtain such rights and in order to assign and convey to the Company, its successors, assigns, and nominees the sole and exclusive rights, title and interest in and to such Inventions, and any copy rights, patents, mask work rights or other intellectual property rights relating thereto. I further agree that my obligation to execute or cause to be executed, any such instrument or papers shall continue after the termination of my employment. If the Company is unable to perfect any right, title, interest because of my mental or physical incapacity or for any other reason to fail to secure my signature to apply for or to pursue any application for any local or foreign patents or copyright registrations covering Inventions or original works of authorship assigned to the Company as above, then I hereby irrevocably designate and appoint the Company and its duly authorized officers and agents as my agent and attorney in fact, to act for and on my behalf to execute and file any such applications and to do all other lawfully permitted acts to further the prosecution and issuance of letters patent or copyright registrations thereon with the same legal force and effect as if executed by me.

Exception to Assignments: I understand that the provisions of this Annexure requiring assignment of Inventions to the Company do not apply to any invention for which no equipment, supplies, facilities or trade secret information of the Company was used and which was developed entirely on my own time, unless: (i) at the time the Invention was conceived or reduced to practice, it related (A) directly to the business of the Company, or (B) to the Company's actual or demonstrably anticipated research or development; or (ii) the Invention resulted from any work performed by me for the Company. I understand further

SIGNATURE OF EMPLOYEE

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that the laws of certain states would prohibit the assignment of such Inventions. I will advise the Company promptly in writing of any inventions that I believe meet the criteria of this paragraph.

3. **Returning Company Documents:** I agree that, at the time of leaving the employment of the Company, I will deliver to the Company (and will not keep in my possession, recreate or deliver to anyone else) any and all devices, records, data, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, materials, software, databases, equipment, other documents or property, or reproductions of any aforementioned items developed by me pursuant to my employment with the Company or otherwise belonging to the Company, its successors or assigns.

4. **Notification to New Employer:** If I leave the employment of the Company, I hereby grant consent to the Company to notify my new employer about my rights and obligations hereunder.

5. **Non-Solicitation:** For a period of six (6) months after termination of my employment or cessation of my association with the Company for any reason whatsoever, I shall not, solicit or cause or authorize directly or indirectly to be solicited for employment, or cause or authorize directly or indirectly to be employed on my own behalf or on behalf of any Third Parties, any person who is an employee of the Company. I also agree not to use or disclose to any Third Parties any information obtained by myself while being an employee of the Company concerning the names and addresses of the Company's past and present employees.

6. **Non-Competition**: During 6-month period, immediately following termination of my employment with the Company, unless I receive written authorization from the Company to do so. I will not, directly or indirectly, perform any similar Services for any competing Company including current or former customer and / or prospects of the Company with whom I worked in the past twelve (12) months.

For the purposes of these non-compete provisions, "Similar Services" means, services which meet all or any of the following criteria(s):

i. work in the competing business / product (e.g. Digital Business; Security; Customer Experience; Marketing etc.) or sector (e.g. Financial Services) in which I worked for the Company; where the

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ii. nature of work remains the same (e.g. selling ITBS Services; Product Architect) and involves the same end clients or prospects, and is

iii. performed in the same geography / market where I provided services for the Company.

The Company reserves the right to unilaterally waive this restriction in full or in part at its discretion; the Employee hereby acknowledges and agrees to the same.

In case, the Company initiates separation by way of involuntary termination or redundancy, then this non-compete will not apply.

6. **General Provisions Regarding Covenants**

Extension of Covenants: If I breach any of my obligations of this Annexure, I understand and agree that the time periods of the obligations that I have breached shall be extended by the period of time of such breach.

Attachment Read, Understood and Fair: I have carefully read and considered the provisions of this Annexure and agree that all of the restrictions set forth are fair and reasonable and are reasonably required for the protection of the interests of the Company and enhancing its goodwill.

7. **Protection of Systems & Environment:** I agree that during the term of my employment or association with the Company, I shall render services, as directed, in an ethical & professional manner and in accordance with the work related Policies of the Company such as E-mail & Internet Usage Policy, Information Security Policy etc., and their modification from time to time. As a part of my job requirement, I may be required to, or would have access to Company's and Company customer's work and computer environment and, as such undertake not to incorporate into Company's and any customer deliverables, software, computer, network, data or other electronically stored information or computer program or system, any security device, program routine, device, code or instructions (including any code or instructions provided by third parties) or other undisclosed feature, including, without limitation, a time bomb, virus, software lock, drop-dead device, digital rights management tool (including without limitation so-called DRM root kits), malicious logic, worm, Trojan horse, trap door, or other routine, device, code or instructions with similar effect or intent, that may be capable of accessing, modifying, deleting, damaging, disabling, deactivating, interfering with, shutting down, or otherwise harming any software, computer, network, deliverables, data or other electronically stored information, or computer

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programs or systems,. I understand that any violation or likely violation hereof may expose the Company to enormous losses & damages, including without limitation claims from Company's customers and as such the Company will be entitled to recover all such monies from me.

8. **Remedies:** By virtue of the duties and responsibilities attendant with my engagement by the Company, I understand that great loss and irreparable damage would be suffered by the Company if I should breach any of the terms of this Annexure. I acknowledge that each such term is reasonably necessary to protect and preserve the interests of the Company. Therefore, in addition to all other remedies available to the Company at law or in equity, the Company shall be entitled to, without posting a bond, specific performance, a temporary restraining order and a permanent injunction to prevent a breach or the continuation of a breach of any of the terms of this Agreement.

9. **Representations:** I represent that my performance of all the terms of my employment agreement and this Annexure will not breach any confidentiality agreements prior to my employment by the Company. I have not entered into, and I agree I will not enter into, any oral or written Agreement in conflict with any of the provisions of the undertakings in this Annexure.

10. **Integration:** I understand and agree that this Attachment is part of my integrated employment Agreement with the Company, and that the general provisions in the Agreement to which this is an attachment including, without limitation, those provisions concerning reformation and severability, shall be applied when interpreting this Annexure.

Accepted

_____

Bhosale Gauri Ramesh
February 23, 2023

SIGNATURE OF EMPLOYEE

Statestreet HCL Services
(India) Private Limited
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Registered Office : 806, Siddharth, 96, Nehru Place, New Delhi – 110 019, India.

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

Disclaimer

You will be liable to pay all applicable taxes on your income as per the local laws. You will also be responsible for filing your personal Income Tax returns. You acknowledge that the Company is not in any way influencing, guiding, suggesting on aspects of taxation or tax saving measures in any form and that the same is individual's decision / personal choice.

Please note that all components mentioned above may or may not be a part of your compensation structure. HCL reserves the right to alter, append or withdraw the benefits extended either in part or in full based on management's discretion.

SIGNATURE OF EMPLOYEE

TATA

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14-12-2022

VAISHNAVI SAMADHAN SOR
9616/17971682

Dear **VAISHNAVI,**

Greetings from **Tata Capital Housing Finance Limited.**

Further to our meeting and subsequent discussions, we are pleased to offer you the position of Customer Relationship Executive - Developed Market in grade **CRE.**

Your Total Annual Fixed Cost to Company will be **Rs. 2,40,000/-** as detailed in Annexure 1. Your Basic salary will be Rs. **7,000**/- per month.

This offer is valid for a period of 7 days from the date of issuance. You are requested to acknowledge the offer failing which the offer shall stands revoked.

Your candidature would stand confirmed for the said position, subject to clearance of your reference check, CIBIL check & pre-employment medical test.

The detailed appointment letter will follow upon the confirmation of above clearance.

We hope you are as excited as we are in creating an excellent organization and contribute in the growth story. And we look forward to welcoming you to the **Tata Capital Housing Finance Limited** family at the earliest.

Priya Minocha
Senior Vice President - Human Resources

INDICATIVE SALARY OFFER			
Name	VAISHNAVI SAMADHAN SOR		
Location	Pune - Tilak Road		
Designation	Customer Relationship Executive - Developed Market		
Grade	**CRE**		
Salary Components		**Payable Monthly (Rs.)**	**Payable Annual (Rs.)**
Basic		7,000	84,000
HRA		1,400	16,800
Composite Allowance		9,227	1,10,725
Total Gross Salary		17,627	2,11,525
Employer Provident Fund		1,800	21,600
ESI Employer Contribution		573	6,875
Total Retirals		2,373	28,475
Total Fixed CTC		20,000	2,40,000

Note:

Incentive Policy: You would be eligible for incentive as per existing incentive policy.

Medical Benefit:

- Group Term Life Coverage: Rs.2,00,000/-
- Group Hospitalization Coverage: Rs.2,00,000/- cashless administered through TPA (Self + 3)
- Group Personal Accident Insurance: Rs.2,00,000/-

N.B.: All policies and benefits subject to change as per decision by the Management.

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Dnyaneshwar B. Rao Unawane <placement@mmimert.edu.in>

Offer Letter

1 message

Pritika Suryavanshi

Kaustubh Otari - HR <kaustubh.o@knowlathon.com> Mon, Dec 26, 2022 at 6:27 PM
To: mm imert <placement@mmimert.edu.in>

Hello,

Please find attached document.

Kaustubh Otari

Human Resource- Manager
m: +91 7030900672

Knowlathon IT Services (I) Pvt. Ltd.
Training | Certifications | Consulting

#LearnGrowRepeat | #LearnWithKnowlathon

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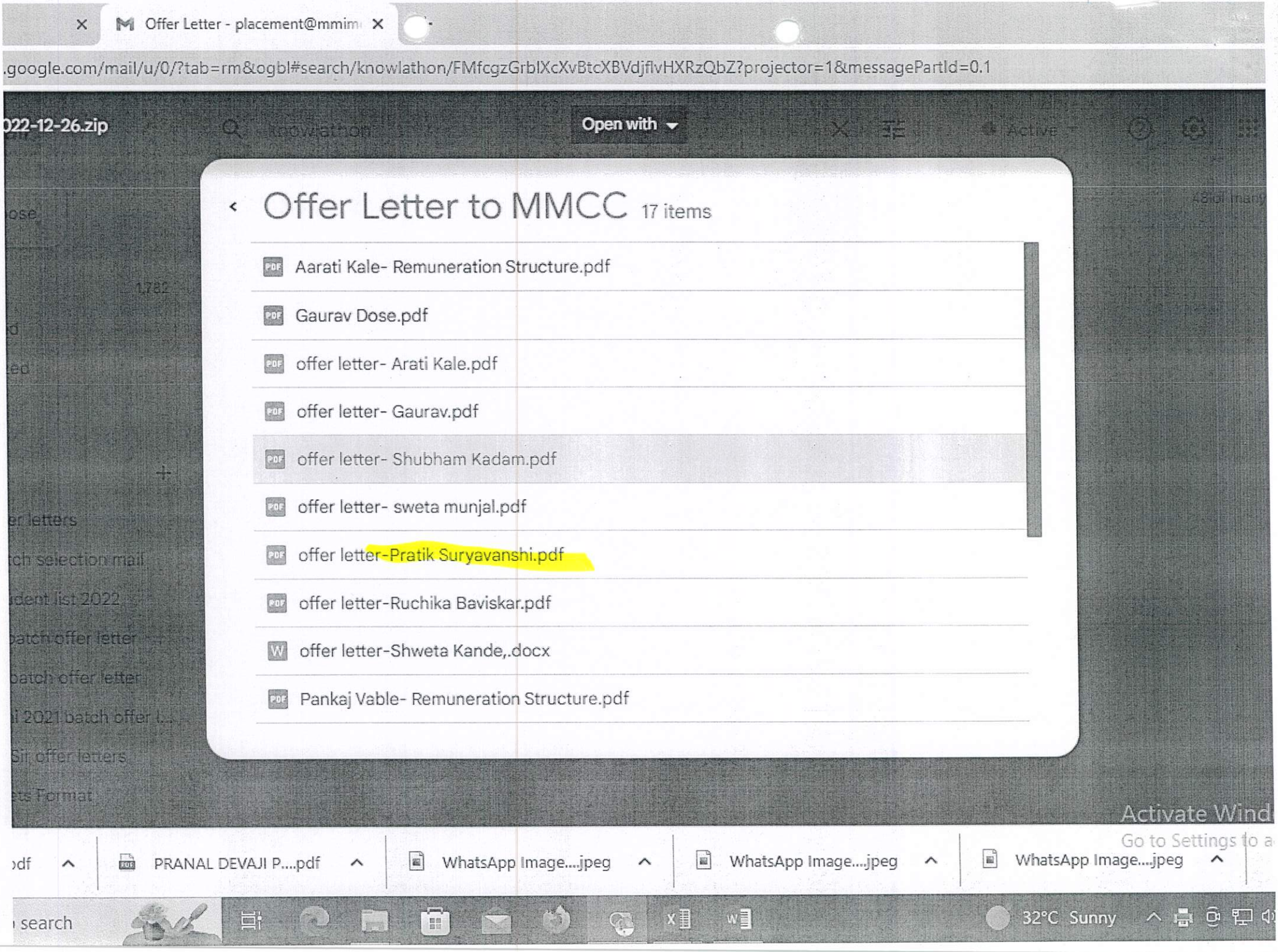
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Offer Letter to MMCC 17 items
Aarati Kale- Remuneration Structure.pdf
Gaurav Dose.pdf
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KNOWLATHON	Offer Letter	Document No:- ITSM/HR/F01 Revision No:- 00 Date :- 12/10/2015

19/05/2022

To,
Pratik Suryavanshi ,
Pune- Maharashtra.

Subject: - Offer letter

Dear **Pratik Suryavanshi**

This has reference to the job discussions you had with us.

We are pleased to make a provisional offer of appointment designated as **"Business Development- Executive ".** Your Joining date will be **1st June 2022**

On reporting please bring two recent passport size photographs, photocopy of all educational certificates, proof of age certificate, last employer's salary certificate and relieving letter of the last employer.

You are required to confirm the Company on or befor **27th May *2022.*** Please return a signed copy of this letter as a token of your acceptance of the offer, confirming your date of joining.

We look forward to a mutually rewarding relationship.

For **Knowlathon IT Services Pvt Ltd**

Accepted & Agreed

HR-Manager

Signature:-:.....

Mr. Kaustubh Otari

Pratik Suryavanshi

Remuneration structure - w.e.f. 19 May 2022 Pratik Suryavanshi			
	Monthly		Annual
Basic Salary	₹ 4,000		₹ 48,000
HRA	₹ 3,000		₹ 36,000
Education allowance	₹ 1,000		₹ 12,000
Conveyance allowance	₹ 1,000		₹ 12,000
Medical Allowance	₹ 1,000		₹ 12,000
Other allowance	₹ 1,800		₹ 21,600
Performance Linked Pay	₹ 6,000		₹ 72,000
Annual Performance Bonus	₹ 2,000		₹ 24,000
Profession Tax	₹ 200		₹ 2,400
Gross Salary	**₹ 20,000**		**₹ 2,40,000**

I have understood and accepted all components in this remuneration.

Sign

Date

eClerx

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Date: November 26, 2022

Ms Rutuja Rajiv Raskar

SkillateID: 4074914

Khese lane, behind chavan hospital, near ICICI bank ATM, lohagaon, Pune., Pune
Maharashtra, 411047

Offer Letter

Dear **Rutuja,**

Based on the interview and discussions you had with us, we are pleased to offer you an employment in our **Financial Markets Vertical**. Details of the terms & conditions of offer are as under:

1. You will be designated as **Analyst** and your initial place of posting will be **Pune.**
2. Your office address will be eClerx Services Limited, Block No.1, 5th Floor, Quadron Business Park Limited, Rajiv Gandhi Infotech Park, Plot N. 28 Hinjewadi Phase II, Pune – 411057, Maharashtra, India.
3. You will be required to work for five days a week and have two days of leave at any time during the week Your weekly leaves as well as your shift timings will be conveyed to you by your manager, basis the roster for the program / process you are assigned to.
4. Your date of commencement of employment will be on or before **December 02, 2022 .**
5. Your Cost to the Company will be **INR 233,868** (As per the enclosed Annexure).
6. Deductions applicable: PF / Professional Tax / Income Tax / Transport (As applicable).
7. eClerx offers subsidized transport to employees. Should you wish to avail the same, an amount of **INR 1,400** will be deductible from your net monthly salary every month.
8. Your employment would be subject to the Terms & Conditions, mentioned in your appointment letter, which will be issued to you on your joining.
9. You will be on probation for a period of three months from the date of joining. Upon successfully completing the probationary period, your employment is terminable with 30 Days' notice, with notice being provided by either you or the company.
10. During the probation period, you may need to undergo specific / designated trainings as a part of your employment.
11. Successful completion of these training and probation period is critical for confirmation of your employment.
12. Some of the specialized trainings will require a commitment of significant investment by eClerx as well as the employee. In such cases, you will be required to enter into a retention agreement with us. The details of such developments will be made available to you before the commencement of any such training.
13. You are hereby informed that on the day of joining you will have to undergo drug tests pursuant of policies and procedures established by or as may be deemed fit, from time to time, by the Company / client(s) for whose processes you will be working for (i.e. if any). By signing this offer letter, you give irrevocable consent to the Company / its affiliates / officers and employees / Company's client(s), their affiliated companies, agents and officers etc., to conduct / arrange to conduct such test(s) and also release the aforesaid persons/entities of any claims, which you may have in this regard. You may be required to undergo tests for substance abuse as and when deemed necessary by the organisation. Should the reports of such testing be positive, the organisation withholds the right to initiate suitable action, including termination of services, against you.
14. You may need to undergo specific / designated trainings as a part of your employment. Such trainings are aimed to present an opportunity to expand your knowledge base, enhance your domain and product know-how, and equip you for effective execution of all your job responsibilities. Some of the specialized trainings will require a commitment of significant investment by eClerx as well as the employee. In such cases, you will be required to enter into a retention agreement with us. The details of such developments will be made available to you before the commencement of any such training.
15. The offer is made to you subject to the following pre-conditions without fulfilling which your offer may be treated as null and void:
    You will be required to submit, the following set of documents within five working days from the date of

this letter being issued to you.

a. Four passport size color photographs.
b. One set of photocopies of all certificates and mark sheets along with the originals for verification.
c. One photocopy of appointment letter and last three months' salary slips from the current employer along with originals for verification (Applicable if currently employed).
d. One photocopy of appointment letter and experience certificate / relieving letter from all the previous employers along with originals for verification (Applicable if worked with more than one organization).
e. One photocopy of Pan Card. If Pan Card not available, candidate must apply for it and bring the acknowledgement copy.
f. One photocopy of passport / driving license etc. for photo ID.
g. One photocopy of telephone bill / ration card, gas connection bill, etc. for proof of address.
h. One photocopy of experience certificate / relieving letter from the current employer along with originals for verification (Applicable if currently employed) within three working days from the date of joining.

16. In the initial recruitment process you were advised that this position is considered 'critical' and, therefore, your appointment is contingent upon successful completion of a background check, documents submitted by you are sent for necessary verification and authentication to the background verification agency.
17. Clauses:

You will be required to report on the said date or you are required to inform the HR at least 15 days before the agreed joining date, failing this, the offer shall stand withdrawn automatically, without any further intimation to you.

eClerx

Terms of your employment are governed by eClerx and eClerx reserves the right to make changes to your work location, shift and business vertical based on requirements of the organisation.

Kindly sign a copy of this letter as a token of your acceptance of this offer.

We welcome you to the eClerx family and wish you a successful career with us.

Yours Truly,

Accepted By

For eClerx Services

Rutuja Rajiv Raskar

Andrews Simon
Associate Principal – Human Resources

eClerx

Annexure I

Name: Rutuja Rajiv Raskar
Designation: Analyst
Date of Joining: December 02, 2022

SALARY OFFER BREAK-UP	Amount (INR)	Annual Amount(INR)
Basic Pay	9,023	108,276
House Rent Allowance	451	5,412
Leave Travel Allowance	0	0
Other Allowance	4,371	52,452
Bonus	2,593	31,116
Monthly Fixed Compensation	**16,438**	**197,256**
Retiral Fund	1,607	19,284
Monthly Total Compensation	**18,045**	**216,540**
Annual Total Compensation		**216,540**
Performance Bonus	1,444	17,328
Cost To Company	-	**233,868**
Gratuity	-	5,208
Total Cost To Company	-	**239,076**

- **Since you have opted not to participate in the Employee"s Provident Fund Scheme, the Retiral Fund amount mentioned in your salary will be paid as part of Monthly Fixed Compensation.**

Other Benefits:

1. You will be entitled to earned leaves equivalent to 24 working days per year. From the total leave balance, a maximum of 12 leaves will be carry forward to next financial year and any further leave balance, after the carry forward, will lapse. The leave policy shall be guided leave policy of the company.
2. All increments and bonus payouts will be prorated basis the date of joining or standard salary changes as percompany policy which are contingent on your performance and subject to you being on active payroll of thecompany, on the date of actual payout. Any Employee serving notice period will not be eligible to receive the increments &bonus pay-outs.
3. You will be entitled to gratuity as per the provisions of the Payment of Gratuity Act 1972 and the amendments made thereafter.
4. A comprehensive Hospitalization Benefit will be available for you, including pre-existing disease cover. The limit of coverage is Rs.100,000.
5. If you are required to work in the night shift, you will also be entitled to receive a night shift allowance calculated basis the number of nights worked during the month, subject to the terms and conditions laid out in the Company's policy.
6. Language Allowance, if any, will be withdrawn if your role changes for any reason whatsoever, and the new role does not require you to use your language proficiency.
7. In the event of your voluntary separation from the company within a period of 12 months from your date of relocation / transfer to any of the Company's offices in India (if any), you shall be liable to pay to the Company, all the expense incurred towards movement of household goods, relocation allowance, accommodation cost and all other expenses related to your relocation/transfer.

For any further queries, request you to get in touch with your recruiter or drop an email to below mentioned POC's:

Mumbai and Pune Location - candidateexperience_eclerx@eclerx.com or contact, Manjiree Badve (8082347490) or Preet Chug (8879473070).

eClerx

Chandigarh Location - Recruitment_Managers@eclerx.com or contact, Tara Sharma (9780009693) for Customer Operations and for APM+ contact, Manjiree Badve (8082347490) or Preet Chug (8879473070).

I have read and understood all the above mentioned points and accept the offer.

Offered By: Andrews Simon
Designation: Associate Principal– Human Resources

Accepted by: _____
Date:_____

eClerx

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July, 07, 2022

Ms. Ashvini Satishsingh Gaur

Near Bodwad Road, Santaji Naga, Buldhana, Malkapur , Maharashtra
443101

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Dear Ashvini,

Congratulations!!!

We are extremely pleased to extend you a warm welcome to the eClerx family. We wish you a successful and professionally rewarding career with us.

Please find attached your letter of appointment with eClerx. The letter sets out the terms and conditions of your employment. We request you to acknowledge the duplicate copy of this letter and return it to us as a token of your acceptance.

Your HR Business Partner will soon reach out to you to introduce themselves. Should you have any queries or concerns they will be glad to assist you.

Once again, we welcome you to eClerx. We look forward to a long, fruitful, happy and exciting association with you.

With Best Regards,

Sagar Shetty
Associate Program Manager – Human Resources

July, 07, 2022

Dear Ashvini,

Further to your Offer Letter dated **July, 06, 2022**, we are pleased to appoint you as **Analyst** in the **C1** program. Your employment with us will commence on **Thursday, July 07 2022**.

Apart from the other policies binding upon the employees of the company, the general terms and conditions to your appointment are as follows.

1. **Work Location**

1.1. Your initial work location will be Pune. Though you have been engaged for a specific position and location, the Company reserves the right to transfer you, with reasonable notice, to any other location, department, establishment, or branch of the Company / group / affiliates (whether in India or abroad) as the Company may deem fit including new locations to be set up in future. You shall be bound by the policies, rules and regulations of the office at the location you are posted in at any given point in time.

1.2. In the event of your resignation from the Company from your date of relocation / transfer within a stipulated time period as mandated by the relevant transfer policy; you shall be liable to pay to the Company, all the expense incurred towards movement of your household goods, relocation allowance, accommodation cost and all other expenses related to your relocation/transfer including cost incurred by Company on account of your training.

2. **Background Verification**

2.1. Your appointment is contingent on successful verification of all documents and information provided by you as a part of your recruitment/joining process.

2.2. The Company reserves the right to end this employment agreement with you with immediate effect and without any liability(s)should the results of your background investigation come out as negative. HR team will contact you as soon as there is any insufficiency / discrepancy identified in your background check process.

2.3. You may be required to undergo tests for substance abuse as and when deemed necessary by the organisation. If the reports of such testing are found to be positive, the organisation withholds the right to initiate suitable action against you, including termination of services.

3. **Remuneration & Privileges**

3.1. Your compensation details will be as per Annexure I. The remuneration as indicated in the annexure is comprehensive and all-inclusive and hence it shall be deemed to include all the liabilities of the Company including keeping into account any extra hours worked.

4. **Probation**

4.1. Your first three months with the Company constitute a training / probationary period. This will exclude any leave of absence or such other period, which is not treated as duty as per the regulations of the organization. The probation period can be extended at the discretion of the manager. During this period, the company or you may terminate this agreement by giving 15 days' notice or payment in lieu of notice period. The Company reserves the right not to accept the payment in lieu of notice.

4.2. Notwithstanding the above-mentioned clause, the company reserves the right to put you under a training module as per the requirement of the specific business, the successful completion of which would determine the confirmation of your employment.

4.3. On your being unsuccessful on assessment parameters as defined by the company after the training completion period, the company reserves the right to either extend your probation period as per the Confirmation Policy, or terminate your employment with immediate effect with 15 days of notice period in case your skill sets are found to be misfit for the business skills Without prejudice to clause no 4.1 and 4.2 as mentioned above, the Company may, during the period of training/probation. terminate your services without any notice or payment in lieu of notice should you be found guilty of violation of any of the Companies' policies or breach of code of conduct which may not be conducive to the Company or its reputation.

4.4. On successful completion of probation, you will be confirmed as a permanent employee and the rules regarding your employment then will be governed by relevant policies and code of conduct that apply all employees in a permanent capacity.

5. **Training**

5.1. You may need to undergo designated trainings as a part of your employment. Such trainings are aimed to present an opportunity to expand your knowledge base, enhance your domain and product expertise, and equip you for effective execution of all your job responsibilities. Some of the specialized trainings will require a commitment of significant investment by eClerx as well as you.

5.2. In such cases, you may be required to enter into a retention agreement with us. The details of such developments will be made available to you before the commencement of any such training.

5.3. Breach of the agreement may call upon necessary recovery from your full and final settlement

6. **Leaves**

6.1. You are eligible for 24 working days of leave in a year. All leaves applied for will need to be approved by the reporting manager well in advance. Any unapproved leave will be treated as loss of pay and repetition of such instances will attract action in line with the leave policy. The leave process shall be guided under Leave policy of the company.

6.2. You are required to acquaint yourself with all the rules and regulations pertaining to leave and attendance upon joining the company in order to avoid such instances.

7. **Separation**

7.1. Post confirmation of your employment, your services can be terminated by the company, with or without reasons, by giving a notice of 30 days or payment in lieu of notice period. Payment in lieu of shortfall of notice period will be equivalent to monthly total compensation earned for an equivalent period of time.

In case you decide to terminate your employment with the Company, you would be required to serve the notice period of 30 days upon your resignation. The company may waive off the notice period requirement, at its own prerogative and require you to compensate for the shortfall of notice period.

7.2. Without prejudice to any clause in this contract, the Company also reserves the right to terminate your employment for Reasons mentioned below with immediate effect without any payment in lieu of notice period, whereupon you shall cease to be in the employment of the Company and you shall have no claim whatsoever against the Company for damages or otherwise by reason of such determination.

For the purposes of this Clause 7.2, 'Reason' shall mean as under:

a. Negligence or misconduct by you in complying with your duties, responsibilities, obligations and / or covenants or undertakings, which are either incapable of remedy or otherwise not remedied by you within 30 (thirty) days of a written notice being serviced on you by the Company stating the breach; or
b. You becoming unable, for any reason whatsoever including the imposition of any court order, to efficiently perform your duties hereunder for 60 (sixty) working days in aggregate in any period of 12 (twelve) consecutive months; or
c. You becoming of unsound mind; or
d. You are convicted of a criminal offence; or
e. You becoming bankrupt or compound with all your creditors or enter into any deed of arrangement with all your creditors; or
f. You commit any breach of any of your duties or obligations under the Employment Documents; or
g. You refuse or neglect to comply with any lawful and reasonable orders or directions given to you by the Company; or
h. You guilty of any misconduct whether or not in the performance of your duties or commit any act which in the opinion of the Company is likely to bring the Company or any of its officers or other employees into disrepute whether or not such act is directly related to the affairs of the Company; or
i. You becoming prohibited by law or any order from any regulatory body or government authority from being an employee of the Company; or
j. You are unable to achieve and maintain a satisfactory level of performance and produce the desired results in your performance which are the requirements for meeting your job responsibilities; or
k. Causing damage to company's property; or
l. Going on or abetting a strike in contravention of any law for the time being in force; or
m. Committing theft, fraud or dishonesty
n. You are being found guilty of any unlawful activity including but not limited to threatening of employees, security breaches, harassment including sexual harassment, etc.
o. For violation of the Company Code of Conduct and Company Ethics which goes against the ethos of the company.

The list above is suggestive and by no means exclusive. The company further reserves the right to add/amend this list without prior notice, within reasonable limits.

7.3. In the event of continued absence from work without prior information and authorization, the Company can initiate disciplinary action against you as specified in the relevant separations policy(s) and/or document(s) which may lead to termination of your employment.

7.4. You will automatically retire from the service of the Company on attaining the age of 60 (sixty) years, if not terminated earlier, [unless otherwise agreed between the parties].

7.5. On termination of your employment, all works carried out by you – both in physical and digital form – during your employment shall be immediately returned forthwith to the Company, without exception and with no copy (either part or whole thereof) retained by you in any form.

7.6. When your employment with the Company ends, for whatever reason, you will promptly deliver to the Company all originals and copies of all documents, records, software programs, media and other materials containing any confidential information. You will also return to the Company all equipment, files, software programs and other personal property belonging to the Company and complete the due handover process during the notice period that you are required to serve by the Company. In the event of your failure to do so, you shall be liable to face legal proceedings and compensate the company for any material loss of business as determined by the company at its sole discretion. The Company may withhold your exit clearance and / or full

and final settlement on account of your breach of the Company's rules and regulations and until it is able to recover the losses incurred by it on account of your breach of the Company's rules and regulations.

8. **Working Hours**

8.1. The working hours applicable to you will be the same as are observed depending upon your process and program. The initial shift, location or program awarded to you may change at any time during the period of employment as decided by eClerx management.

9. **Conflict of Interest**

9.1. During your service with the company you are expected to devote your whole time and attention to the company's affairs and refrain from directly or indirectly engaging in any other business. You will not take up any other work for remuneration (part time or otherwise) or work in advisory capacity or be interested directly or indirectly in any trade or business, during your employment with the Company. This restriction applies whether or not the other activity is of a similar nature to or competes in any material respect with any of the businesses of the Company.

9.2. You will not seek membership of any local, public or political bodies or undertake any other business, assume any public office, honorary or remunerative, without the specific written permission of the HR Head. In the event of your becoming member of any local or public or political bodies or undertaking any business, assuming any public office without following due process as prescribed by the Company, you shall be deemed to have contravened the terms and conditions of employment and the Company reserves the right to take appropriate action as it deems fit including forthwith terminating your employment with the Company as provided in the Employment Documents.

9.3. In case you join or are transferred to the Financial Markets vertical, you may be required to disclose the details of Demat / Trading account held by you and your family members to meet the compliance requirements of the client.

10. **Non-Disclosure**

10.1. You hereby agree to sign and enter into a Non-Disclosure / Confidentiality Agreement on your date of joining or at any time thereafter in the format prescribed by the Company. You further agree that you shall keep the Company's Confidential Information (as defined in the Non-Disclosure / Confidentiality Agreement), whether or not prepared or developed by you, in the strictest confidence.

10.2. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and the Company will automatically be indemnified against any breach thereof.

11. **Non-Solicitation of Employees and Clients and Non-Compete**

11.1. During the term of your employment with the Company and for a period of 12 months thereafter immediately following the termination of employment with the Company for any reason, you shall not –
a. Undertake and ensure that directly or indirectly solicit, induce, recruit or encourage any of the Company's employees to leave their employment with the Company, or join any other employment or undertake any other activity that is of similar nature so as to give any sort of competition to the business of the Company.
b. Take away any clients or customers of the Company or attempt to solicit, induce, recruit, encourage or take away clients or customers of the Company.
c. Join the services or be associated with any former employee of the Company who is undertaking any activity competing with the business of the Company.
d. All business opportunities known to you or made known to you at any time, with respect to and / or connected with the business of the Company are not referred to any third party but are referred only to the Company and

are undertaken in any other company only with the prior written consent of the Board of Directors of the Company (hereinafter referred to as 'the Board').

e. Neither directly nor indirectly own, conduct, engage in, manage, operate, join, control, finance, invest in, bid for, advise or otherwise participate in or in any manner be associated or connected with, whether for or without remuneration, in any business, individual, partnership, firm, corporation, limited liability company or other entity whatsoever similar to or competing directly or indirectly with the business of the Company, its subsidiaries or affiliates nor undertake or be engaged, directly or indirectly in any activities or do any act or thing which would, or is likely to, be detrimental to the interests, business or reputation of the Company, its subsidiaries or affiliates.

12. **Jurisdiction**

12.1. In case of any dispute or difference arising out of or under this contract, resulting into any proceeding before any Authority, Courts etc. in respect of this contract, the same will be subject to the jurisdiction of Mumbai.

13. **Applicable Company rules and regulations**

You will be governed by the Company's rules and regulations (and practices) as enforced from time to time on matters whether specified herein or not, including on matters such as designation, emoluments and the structure thereof, working hours, etc. Company's decisions on all such matters shall be final and binding on you

14. **Change in Terms and Conditions of your employment**

The company reserves the right to change the terms and conditions of your employment which would be intimated to you either through changes in company policies or through an amendment to your employment contract, or through other means of communication which would purport to amend the said terms in your employment contract.

If the terms and conditions offered herein are acceptable to you, please return the acceptance copy to the undersigned, duly affixing your full signature on the last page and initials on remaining pages.

Yours faithfully,

For eClerx Services Limited

Sagar Shetty
Associate Program Manager – Human Resources

ANNEXURE I

Name: Ashvini Satishsingh Gaur
Designation: Analyst
Date of Joining: July 07 2022

SALARY OFFER BREAK-UP	Amount (INR)	Annual Amount(INR)
Basic Pay	8,991	107,892
House Rent Allowance	450	5,400
Other Allowance	4,403	52,836
Bonus	2,530	30,360
Monthly Fixed Compensation	**16,374**	**196,488**
Retiral Fund	1,607	19,284
Monthly Total Compensation	**17,981**	**215,772**
Annual Total Compensation		**215,772**
Performance Bonus (Upto)	1,438	17,256
Cost To Company		**233,028**
Gratuity[3]		5,190
Total Cost To Company		**238,218**

The Company is also pleased to extend the following benefits to you:

1. **Group Medical Insurance**
   a. You are eligible for floater medical insurance cover of INR 100,000 which covers yourself
   b. The insurance is inclusive of pre-existing disease cover from the date of joining.
   c. You may also opt for additional cover for your family including your spouse, children and parents / parents-in-law post your joining the Company. The premium against the additional cover will be communicated to you and will be deducted from your salary.
2. **Group Personal Accident Insurance**
   a. You are covered for an amount of INR 300,000 under the Group Personal Accident Insurance Policy.
   b. The policy covers disablement (temporary and permanent both) and death caused due to accidents.
3. **Executive Health check-up**
   a. All employees aged 35 years and above are eligible for an executive health check-up once a year. Details on the appointment booking procedure will be made available to you subsequently.
4. **Night Shift Allowance**
   a. In case you are required to work in the night shift on account of process or client requirements, you will be eligible to receive Night Shift Allowance.

b. The amount paid to you will depend on your designation, number of nights shifts worked and all other rules as may be specified by the company policies.

5. **Language Allowance**

   a. In case you're hired for a role that requires proficiency on a foreign language, you shall be eligible to be paid Language Allowance along with your monthly salary.

   b. The same will be withdrawn if your role changes for any reason whatsoever, and the new role does not require you to use your language proficiency.

6. **Subsidized Transport**

   a. eClerx offers subsidized transport to all its employees basis the local transport policy.

   b. Should you wish to avail, an amount of INR 1,400 will be deductible from your fixed compensation every month.

Other Notes:

1. **Taxation**

   a. You shall be solely responsible for paying any taxes, direct or indirect, state or local, whether payable in India or elsewhere, which may result from your compensation.

   b. The Company shall be entitled to deduct from your compensation, income tax, other taxes and levies which it is liable to deduct at source.

2. **Gratuity**

   a. You will be entitled to gratuity as per the provisions of the Payment of Gratuity Act 1972 and the amendments made thereafter.

3. **Provident Fund**

   a. Since you have opted not to participate in the Employee's Provident Fund Scheme, the Retiral Fund amount mentioned in your salary will be paid as part of Monthly Fixed Compensation.

4. **Performance Bonus**

   a. The performance bonus mentioned in the aforementioned table includes complete liability of the company on bonus payments to you including those required by statute.

   b. Bonus pay out in contingent on your performance and will be prorated basis the date of joining or changes in salary as per company policy

   c. Part of performance Bonus will be paid in mid-year appraisal cycle as Interim Half-Yearly Performance Bonus subject to cut-off date & performance criteria as per company's policy. This Interim Half-Yearly Performance Bonus pay-out will be flat 40% of your maximum earning potential as performance bonus. Remaining Performance Bonus will be paid in annual appraisal cycle basis performance criteria as per company's policy after subtracting interim half-yearly performance bonus pay-out made in mid-year cycle.

Offered **By: Sagar Shetty**
Designation: Associate Program Manager – Human Resources

Accepted by: _____

(Name and Signature) Date

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Date.:**21 Jul 2021**

To: Prasad Ravindra Paliwal
Sr. no. 227, Vidhate Colony,
Gadital, Hadapsar, Pune
411028
Maharashtra

Employee Code: **XP4543**

FIXED TERM EMPLOYMENT CONTRACT

Dear Prasad Ravindra Paliwal,

We are pleased to offer you employment at **Xpheno Private Limited**., (herein referred to as The Company or Xpheno) as CPA for a fixed period of employment, subject to the following terms and conditions:

1. Your contract of employment will commence from 22-07-2021 to 21-07-2022. Notwithstanding the tenure of this contract, in the event the project/Work for which you are being employed, comes to an end before the aforementioned period, this contract shall be coterminous, with the project/work. Please note:
    a. At the end of the aforementioned period, the contract will stand automatically terminated without any notice or communication to you.
    b. This contract may be considered for an extension depending on the Client and The Company's requirement, which will be on fresh terms and conditions as may be agreed between you and the Company, in writing, through a separate, mutually executed employment contract.
    c. Termination of this employment shall not affect the obligations that have been incurred, piror to such termination of both the parties.
2. During this period, you will be deputed to our Client and will render services at Pune. Your terms of employment are exclusive with Xpheno, and you shall never be deemed to be the employee of the Client, to whom you have been deputed to, under this contract.
3. Details of your salary the breakup is as per the attached Annexure. All payments to you such as Salary, Reimbursements/incentives, if applicable, will be made to you by The Company by way of bank transfer to your bank account.
4. You hereby agree to be liable for the following terms and conditions:
    a. To act/operate in a manner that is professional and in integrity, and to render services exclusively to the client you are deputed to, until the completion of the fixed term of project/work assigned to.
    b. To be on time, present during working hours at the designated location, and follow the working hours of the Client. In the event you would like to avail of leave, you are required to do so only on sanction of leave or prior permission. In the event you have gone on leave without information or no prior sanction, it shall be construed that you have voluntarily abandoned your duties/employment with The Company and your services are liable to be terminated immediately, without notice.
    c. To abide by the guidelines of the Client organization, as may be prevailing from time to time and will abide to all the rules & regulations (Public holidays, timings, attendance recording, reporting structures, working hours, dress code, leave entitlement, discipline, security requirements, work ethics, targets etc.,) of the Client.
    d. To protect any property/asset entrusted to you by the Client/The Company, in the due discharge of your duties. In the event of your separation by way of resignation/termination, you are obliged to return all the company's property/assets such as access/ID card, documents, machines, data, data card, mobile, SIM card, files, books etc, that may be in your possession in good condition or reimburse the value of the same. You agree to indemnify the Client/Xpheno, should there be any loss of any kind to the said property/asset.
    e. To follow Health & Safety requirements of the Client /The Company and comply with relevant policies that are in practice at the Client Organization that you have been made aware of. Adherence to the stated and relevant policies

Xpheno Pvt. Ltd
5th A Cross, No. 381, 8th Main Road, BEML Layout
Thubarahalli, Bangalore Urban
Pin Code : 560 095
www.xpheno.com
Mail Id: askhr@xpheno.com
Contact No: 8296011032
CIN No. :U744999KA2016PTC098222
*Formerly TalenTurn Private Ltd.

is a condition of employment with Xpheno. The Company reserves the right to take necessary action against you, if you are found to be non-compliant of applicable policies.

f. To go through any training that may be offered by Client, from time to time.
g. To ensure confidentiality of your salary since individual Compensation/Salary is strictly confidential between you and The Company.
h. To officially handover your job responsibilities to your immediate supervisor or any other person nominated by the management, in the event you exit by way of resignation/termination/project closure.
i. To not engage in acts/conduct subversive of discipline in the course of discharging your duties for the Client, within the Client's premises or outside it, or in acts that may be detrimental to the interests of Xpheno. And if found indulging is such act/s, The Company reserves the right to initiate disciplinary action as deemed fit, including immediate termination of the contract, without any notice and without any compensation.
j. During or after the term of this employment contract, you shall not have any lien or claim on any employment, right of any nature, whatsoever from the client/s you are deputed to, during the term of your entire contract with the Company. For all employment related aspects, The Company shall be your Employer.
k. **Background Verification**: You hereby authorize Xpheno to undertake any background checks directly, or through an external agency. If on such verification, it is found that you have furnished false/incorrect information/document/s, including concealment of any information deemed important for your engagement by The Company, your services are liable to be terminated, with immediate effect and without notice and without any compensation.
l. **Non-Disclosure/Confidentiality:** You are duty-bound by the following:
    i. You hereby acknowledge that by the reason of your services with The Company or its Client/s, you will have access to records, information, documents, reports, manuals, magnetic media and information sources deemed "Confidential Material" shall constitute the property of the Company or its Clients.
    ii. To not withhold to The Company/its Client information, inventions, discoveries, products, designs, programs ("Proprietary Material") which you have acquired or discovered during the term of your services with the Company or its Clients.
    iii. Violation of any of the above non-disclosures/confidentiality will amount to breach of confidentiality and will invoke legal action by The Company/Client.
    iv. To not remove from The Company or its Client's premises any confidential material, except in the performance of your duties. You shall not disclose any information that is confidential in nature, to the Client's / The Company's competitors or any unauthorized personnel during or after the completion of your services with The Company.
    v. To not claim any copyright or ownership for the work generated by you, during your employment with The Company or from its Client/s, as such work is deemed to be Proprietary Material of the company you have been deputed to.

5. Adherence to Information Technology (IT) Policy and any other Workplace Policy that may be applicable:
    a. You shall be responsible to follow the defined IT policy of the Company and or its Client.
    b. You will exercise due diligence and follow the correct laid down operating procedures while using all the hardware including your Desk Top/Lap Top, Printer, Scanner, Photo Copier etc.
    c. You will use the allotted official Email ID for official purpose and official communication only and shall never transmit/communicate any text, message or communication in any form which may be classified as derogatory, defamatory, leading to harassment or sexual abuse to your colleagues, sub-ordinates, seniors or any person having business interest in your Company or its Client or otherwise.
    d. You shall also be responsible for the safety and security of the data including but not limited to various software installed/copied in your desktop/laptop for the period while such hardware/software is in your possession.
    e. You shall also keep the Company and/or its Client indemnified against any loss or damage which they may incur due to any act of your misconduct or mishandling of the said hardware and or peripherals during the term of this employment contract without prejudice to other rights and remedies available to them under any other Act or Laws in force for the time being.
6. **Separation:**

a. **Without Cause**: In the event your employment is terminated without cause, you will be provided with 30 days written notice prior to such termination or paid 30 days salary, in lieu thereof.
b. **By employee:** Should you wish to leave the services of The Company, you will be required to submit a clear written notice of 30.00 days to The Company, followed by handover of materials/assets mentioned above, including Knowledge Transfer to the assigned representatives. In case of failure to give such notice, you are bound to compensate by giving salary in lieu of notice for the days short of notice, in order to make good the loss suffered by The Company/its Client. Based on business requirement/exigencies, The Company may, at its discretion, reject the salary in lieu of notice and require you to serve your notice period, in part or full. You will be required to obtain a "No Objection" Certificate from the client as a confirmation of you having complied with the handover.

7. **Xpheno** reserves its right to terminate this agreement forthwith without notice or without payment in lieu of notice, in cases of poor performance, neglect of duty, misconduct, that could affect the interests of The Company or the Client, absences from work without justifiable reasons, a breach of terms and conditions of this agreement, a breach of the rules and regulations, business and operational procedures of the Company/Client/applicable law.
8. Termination of this employment shall not affect the obligations that have been incurred, prior to such termination, of both the parties.
9. Conflict of interest:
   a. You shall not during the continuance of this agreement except with the knowledge and consent of Xpheno/client embark, engage, whether for reward or gratuity, in any activity which would interfere with the performance of your duties with the Client or which, to your knowledge would constitute a conflict of interest with the business of the Client.
   b. You shall also not solicit / seek / explore employment with the client and/or with any of the competitor during the contract period (included extended period, if any) and if found doing so the same would constitute conflict of interest and render you liable for legal action including termination of services without any notice or any salary in lieu thereof besides recovery of adequate damages etc.
   c. If you are found indulging in any conduct, behaviour and activity either in a group/isolation, which is deemed to be against the interests of the Client/Xpheno or violation of the terms of this contract agreement, the same would be deemed as Conflict of Interest and render you liable for legal action including termination of services without notice, recovery of adequate damages etc.
10. You will be entitled for an Employer's Contribution under Employee's State Insurance, if applicable and Provident Fund to the extent of 12% of your basic salary or as applicable. You will be entitled to other statutory benefits which may be applicable from time to time, while under the duration of the contract.
    a. You agree to assume full responsibility and submit your personal details through declaration/nomination forms such ESIC, PF, Gratuity, insurance, as applicable, in an accurate and timely manner to enable timely inclusion under the said policies. Your/your successors/beneficiaries agree to indemnify Xpheno in the event of any loss of benefit owing to non-inclusion of your data/details, resulting from your negligence/delays in terms of the paper work/beneficiary nominations. Xpheno shall not incur any liability with regards to such claims.
11. You will be eligible for leave, as per The Company policy which will be communicated separately on your joining.
12. During your employment, you can be transferred anywhere in India to any office/branch/location of the Client or any other Client of the Company, at any point in time.
13. Any or all of the terms and conditions pertaining to your employment may be modified/changed at The Company's discretion, which will be informed to you, in writing.
14. You agree to defend, indemnify and hold Xpheno or the Client harmless from any claims, damages, liabilities, attorney fees or expenses on account of your failure to satisfy any of your obligations under this offer of employment; or for any acts of indiscipline/violation of any law or creation of any legal liability arising out of your actions.
15. **Assent to Arbitration**: Notwithstanding your place of work/residence or the place where this contract is signed/executed, disputes, if any , shall be referred to a sole Arbitrator appointed by Xpheno. In the event of any arbitration, it shall be conducted in English language, subject to the jurisdiction of Bangalore, Karnataka State, India; and shall be as per the provisions of the Arbitration and Conciliation Act, 1996 and amendments made thereof shall follow Principles of Natural Justice. That the award of the Arbitrator shall be final and binding except for any saving in law.

Xpheno Pvt. Ltd
5th A Cross, No. 381, 8th Main Road, BEML Layout
Thubarahalli, Bangalore Urban
Pin Code : 560 095
www.xpheno.com
Mail Id: askhr@xpheno.com
Contact No: 8296011032
CIN No. :U744999KA2016PTC098222
*Formerly TalenTurn Private Ltd.

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16. This contract stands withdrawn and cancelled, if you do not report to duty within 3 days from the date of joining. It shall be construed as a rejection of the offer of employment, from your end. Hence, no obligation would arise on part of The Company in lieu of the issued employment contract.
17. In case of any breach of this agreement in general or breach of any clause in particular the Company and its Client shall have exclusive right to withhold your full & final settlement and issuance of your relieving letter without prejudice to other rights and remedies available to them under any other Act or Laws in force for the time being.
18. In addition to the terms of appointment mentioned above, your employment will also be governed by the standard employment rules of The Company. The combined rules and regulations contained in this letter and communicated to you through any associate policy handbook shall constitute the standard employment rules. You are required to read both of them in conjunction.
19. You agree to keep The Company informed of any changes in your residential address, in writing. The address you indicate will be deemed as the correct address for sending all communications from The Company and shall be deemed to have been duly served.
20. You are requested to without fail, submit the following documents at the time of your joining. Non-submission might lead to your salary going on hold.
    a. Personal Information Form
    b. Bank A/c No – only through Cancelled Cheque leaf
    c. Statutory Forms (ESIC if applicable, PF, Gratuity)
    d. Educational Certificates – highest education
    e. Experience/Relieving letter
    f. PAN card
    g. Aadhaar Card
    h. UAN No., if already available
    i. ESIC No., if already available
    j. Last payslip
    k. 3 Passport size photographs
    l. Current Address Proof
21. As a token of your having read, understood and acceptance of the above terms and conditions, you are requested to sign the duplicate copy of this document and return to us to the address mentioned below, by mail/post. In the event, we do not receive your signed copy of this letter within 10 days of your joining, on receipt of your first salary from Xpheno, your employment at Xpheno shall be deemed to be accepted and in accordance with the terms and conditions of this document.

I have read and clearly understood the above terms and conditions and accept the same.

For Xpheno Private Limited.,

Signature: **Prasad Ravindra Paliwal**

Jayashree Prasad

Date:
Place: Pune

Xpheno Pvt. Ltd
5th A Cross, No. 381, 8th Main Road, BEML Layout
Thubarahalli, Bangalore Urban
Pin Code : 560 095
www.xpheno.com
Mail Id: askhr@xpheno.com
Contact No: 8296011032
CIN No. :U744999KA2016PTC098222
*Formerly TalenTurn Private Ltd.

Xpheno
People · Effect · Change

SALARY ANNEXURE

Monthly Salary Annexure

Component	Amount
Monthly Basic	15,000.00
Monthly HRA	2,129.00
Monthly Employer PF	1,800.00
Monthly Employer ESIC	557.00

Component	Amount
Total Cost To Company	19,486.00

Monthly Net Pay Annexure

Component	Amount
Monthly Basic	15,000.00
Monthly HRA	2,129.00

Deduction

Component	Amount
Monthly Prof Tax	200.00
Monthly Employee ESIC	129.00
Monthly Employee PF	1,800.00

Component	Amount
Monthly Net Pay	15,000.00

* Note: Net pay is subject to Income Tax deduction, if applicable, and will be as per the Income Tax Act, 1961.

** Other statutory deductions such as ESIC, Employee Provident Fund, Professional Tax, LWF will be applicable as and when, and as per applicable rules.

Xpheno Pvt. Ltd
5th A Cross, No. 381, 8th Main Road, BEML Layout
Thubarahalli, Bangalore Urban
Pin Code : 560 095
www.xpheno.com
Mail Id: askhr@xpheno.com
Contact No: 8296011032
CIN No. :U744999KA2016PTC098222
*Formerly TalenTurn Private Ltd.

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QUESS
DELIVERING GROWTH

Date : 12-Jul-2021

Name : SHAMUVEL DATTU VAIRAGAR
Address : S.N.4 KAKADE VASTI,LANE NO-5,NR HAGAVANE WASTI,KONDHWA BK,PUNE-411048
Employee Code : AS508457

Dear Sir / Madam,

We are pleased to appoint you in our organization as **JUNIOR RELATIONSHIP OFFICER (Grade – E1)** in the **RETAIL ASSETS MORTGAGE LAP BRANCH** department on the following terms and conditions:

1. **Commencement / Term:**

You are required to join our organization on or before **14-Jul-21** . Your place of work shall presently be at **PUNE SB ROAD**.

You will be on orientation period of 6 (Six) months and up on satisfactory performance your confirmation will be due. However the company reserves the rights to extend your orientation for a certain period which will be notified to you.

The responsibilities and tasks assigned to you under this Appointment letter synchronize with the definite time line schedules of completion of various project assignments mutually agreed by our company, with our esteemed client Axis Bank. As our employee, you shall perform your services in a professional manner and shall ensure that the time bound tasks are substantially completed as may be mutually agreed and reviewed on case to case basis by your Reporting authority.

2. **Remuneration :**

Your remuneration would be set as follows :

Compensation	Monthly (Rs)	Annual (Rs)
Basic	7600	91200
HRA	3800	45600
Bonus	1750	21000
Special Allowance	3231	38772
Mobile Allowance	500	6000
Employer Provident Fund	1570	18840
Employer ESIC	549	6588
Gratuity	366	4392
CTC	**19366**	**232392**

Salary and grade offered to you as above is based on the representation made by you during your interactions with the Company officials and / or documents submitted by you. In case of any discrepancy, company reserves the right to alter / modify / withdraw the offer made to you.

QUESS
DELIVERING GROWTH

3. Gratuity :

Employee will be eligible for payment of Gratuity subject to fulfillment of the payment of Gratuity Act of 1972.

4. Incentive Scheme :

You will participate in the Sales Incentive Scheme and would receive incentives based on your performance and contribution to the organization as per the scheme. We will be happy to discuss this with you on your joining us. Kindly note that you will not have any right to claim any performance incentive from the company, if you resign or abscond of if you are separated from the company for whatsoever reason.

It is further agreed between you and company that the incentive payable if any, based on your performance and productivity is in lieu of any other bonus including bonus based on profits payable under any law.

5. Transfer :

The Organization shall have the right to transfer you to any of its offices or group companies in India that is in existence or may come into existence at a future date.

6. Leave :

You will be eligible for leave as per company rules subject to approval from the competent authority. It may be noted that leaves cannot be deemed as granted unless sanctioned by competent authority. No leaves can be taken during probation period. Women employees who have completed working 80 days with the organization shall be eligible for Maternity leave as per the policy.

7. Unauthorized Leave / Absence :

If you are on unauthorized leave and absent for more than seven (7) days without any intimation to the company then it would be deemed that you are not interested in continuing with the organization and you would be automatically ceased to be an employee of the organization and in such a case you will be terminated from the services of the company with or without any intimation

8. Job Profile :

Your duties and responsibilities will be explained to you on your joining the organization. However, you shall execute and perform all such duties that may be assigned to you by the organization and the organization reserves its right to change this at its discretion.

9. Professional Ethics and Confidentiality :

While you are in the services of the organization, you are not permitted to carry on any other business or profession or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the company and will not divulge to any person / third party or utilize any of the organization's confidential information or other related

information (which you may possess by reason of your association with the organization) outside the organization.

10. Notice Period:

During the probation period either party can terminate the services by giving 3 days' notice or Basic salary in lieu thereof at organization's discretion. After confirmation, either party can terminate the services by giving 7 days' notice or Basic salary in lieu thereof at organization's discretion. After successful completion of orientation period either party may terminate the employment under this Appointment letter by issuing 7 days' notice in writing or payment in lieu thereof. You will be liable to submit all the company's assets, data etc provided during your tenure in the company for carrying official duties at the time of separation from the company. Please note that you are required to complete the exit formalities within 7 days from your last working day for processing your final settlement dues, if any. Company will not be liable to pay the final settlement dues (if any) in the event of non-completion of exit formalities within 7 days.

11. Reference Check

Your appointment will be subject to satisfactory reference checks. Please furnish the names of two references who have supervised you in professional capacity at same stage in your academic / professional career.

12. Termination of Employment :

Your services with the organization are liable to be terminated in the event of :

a) Any breach of the conditions mentioned in this letter on your part,
b) Any incorrect information furnished by you
c) Suppression of any material information by you ; and
d) Your performance level is below the expected level and / or the business target, as set out for you from time to time, has not been achieved by you.
e) Violation of Company's (client's) code of conduct.

13. Retirement / Statutory Benefits :

You will be eligible for Retirement Benefits of the organization namely Provident Fund and Gratuity as per the company policy which will be governed by relevant laws to this effect

14. Change in the Personal Details :

You shall intimate the Company about any change of your residential address (permanent and or current), qualification and other personal details within five days from the date of change of such details.
Your residential address records with the company will be treated as official address and will be used for all official communications with you. In case of non intimation of change in your residential address to the company, any correspondence to your last known address will be treated as communication received by the employee.

QUESS
DELIVERING GROWTH

The terms and conditions of employment set out in this letter of appointment constitutes service conditions to your employment in the organization in addition to the code of conduct and other laid down guidelines. The organization reserves the right to change the terms and conditions of your employment set out in this letter of Appointment. Any future changes in the company policies, rules, regulations and your employment terms will supersede the terms and conditions mentioned in this letter. The courts in **Mumbai** will have exclusive jurisdiction with regards to any dispute.

Kindly note that you are required to sign the copy of this letter as a token of your acceptance and return it to us immediately. In case we do not receive your acknowledgement copy within a period of 15 days from the date of joining, receipt of first salary by you will be conclusive proof of your acceptance of the terms and conditioned mentioned herein.

A list of documents to be submitted at the time of joining is given for your information.
We look forward to your contribution to the organization and hope that we will have a mutually fulfilling relationship

With warm regards,
For **IKYA Human Capital Solutions** (A division of Quess Corp Limited)

Tej Hans Raj Singh
Vice President - Operations | Staffing

I have read and understood the above mentioned terms and conditions of the Contract. I voluntarily accept the same. I shall abide to the terms and conditions mentioned therein and any amendments from time to time.

Name: SHAMUVEL DATTU VAIRAGAR
Signature:.....

Emp Id: AS508457

Place:..... Date:.....

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HDFC SALES

08 June, 2022

Mr. Ganesh Fakirrao Vishwasu
Cts No 367, Near Narpatgiri Chowk
Wing A1, Flat No. 105
Shiv Classic
Pune
Maharashtra - 411011

Dear Mr. Vishwasu,

Sub: Your appointment as ***"Financial Services Associate"****.*

Pursuant to your application and subsequent interview, we are pleased to appoint you in HDFC Sales Private Limited as ***"Financial Services Associate"*** *in Grade* ***"G1"*** *with effect from* ***10 June, 2022*** *(Refer Annexure II for terms and conditions).*

In lieu of the services rendered by you in terms of this Agreement, your salary will be as discussed i.e. ***Rs. 232,032.00*** *per annum. (Refer Annexure I for Salary Break - up).*

As a token of your acceptance of this offer you are requested to return the duly accepted and signed copies of the Appointment Letter along with Annexures.

Yours truly,

For HDFC Sales

Shilpi Singh

Authorized Signatory

HDFC SALES

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18 May, 2022

Mr. Yogesh Balasaheb Khade
Silver Brook, S.No. 33/1,
F.No.B-301, Opp. Satin Hills
Pune
Pune
Maharashtra - 411021

Dear Mr. Khade,

Sub: Your appointment as **"Financial Services Associate"**.

Pursuant to your application and subsequent interview, we are pleased to appoint you in HDFC Sales Private Limited as **"Financial Services Associate"** in Grade **"G1"** with effect from **19 May, 2022** (Refer Annexure II for terms and conditions).

In lieu of the services rendered by you in terms of this Agreement, your salary will be as discussed i.e. **Rs. 232,032.00** per annum. (Refer Annexure I for Salary Break - up).

As a token of your acceptance of this offer you are requested to return the duly accepted and signed copies of the Appointment Letter along with Annexures.

Yours truly,

For HDFC Sales

Shilpi Singh

Authorized Signatory

HDFC Sales Pvt. Ltd.
A group company of HDFC LTD.

Wing A/4th Floor, HDFC HOUSE, H T Parekh Marg, 165, 166, BackBay Reclamation, Churchgate, Mumbai - 400020 Tel: +91 22 61552400. Fax: +91 22 61552440
Email : response@hfdcsales.com. Website : www.hdfcsales.com
CIN : U65920MH2004PTC144182

EWAYCORP TECHNOLOGIES P. LTD.
(Formerly Pyreon Software Consultants P. Ltd.)
India • USA • Mexico • Bolivia • UK

Dated: 11-05-2022

To
Sheetal Rajesh Gaikwad
S N 56/20 H no 6/262
Malwadi,Wadgaon Sheri,
Pune, Maharashtra-411014

Offer for Appointment

Dear Sheetal,

Further to your interview I am pleased to offer you the following position with our organization.

JOB TITLE AND EMPLOYMENT LEVEL

Your Job Title:	**HR Recruiter**
Your CTC:	**₹ 2,29,868.00**
Commencement Date:	**17-05-2022**

Please send us a copy of your resignation letter of you current company within **three** working days of receiving this letter and the acceptance of the resignation letter from your current employer within **six** working days of receipt of this letter. If the above documents are not received by us withing the stipulated time, this offer will become null and void and we shall move forward with the next eligible candidate.

Detailed terms and conditions of your employment will be stated in the Appointment Letter cum Employment Contract which will have to be signed you within seven days of joining the organization. A background check may be conducted by us consisting of background, previous employment, education, credit checks and reference enquiries in follow up to your appointment with this organization.

Please sign and return a copy of this letter in acceptance of our offer. You will be required to contact our HR department on your date of joining to complete your documentation.Please contact the undersigned on your date of joining at 11.00 AM. We look forward to hearing from you.

For Ewaycorp Technologies P. Ltd.

EWAYCORP TECHNOLOGIES P. LTD. eway corp

Tulika Mitra
General Manager- HR | Ops

Received & Accepted

sgaikwad

Sheetal Rajesh Gaikwad
Date: 11-05-2022

ANNEXURE A – SALARY BREAK-UP

	Item		Amount
A	Yearly CTC		₹ 229,868.00
B	Monthly CTC		₹ 19,156.00
C	Monthly Gross		₹ 18,000.00
D	Basic		₹ 7,200.00
E	HRA		₹ 3,600.00
F	Medical Allowance		₹ 1,250.00
G	Conveyance Allowance		₹ 1,600.00
H	Special Allowance		₹ 4,350.00
I	Food Coupons / Allowance		₹ 0.00
J	**Total Earnings**		**₹ 18,000.00**
K	Profession Tax		₹ 130.00
L	Employee's PF Contribution		₹ 864.00
M	Food Coupons / Allowance		₹ 0.00
N	**Net Monthly Salary**	**J-K-L-M**	**₹ 17,006.00**
O	Yearly Gross	C*12	₹ 216,000.00
P	Employer's PF Contribution		₹ 10,368.00
Q	Medical Insurance		₹ 3,500.00
R	**Yearly CTC**	**O+P+Q**	**₹ 229,868.00**

For Ewaycorp Technologies P. Ltd.

EWAYCORP TECHNOLOGIES P LTD eway corp

Tulika Mitra
General Manager- HR | Ops

Received & Accepted

SRgaikwad

Sheetal Rajesh Gaikwad
Date: 11-05-2022

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HDFC SALES

19 July, 2022

Ms. Pratiksha Minanath Meshram
Sr No-13-2a,
Santavwadi,
Hadapsar,
Pune
Maharashtra - 411028

Dear Ms. Meshram,

Sub: Your appointment as "Management Trainee".

Pursuant to your application and subsequent interview, we are pleased to appoint you in HDFC Sales Private Limited as ***"Management Trainee"*** *in Grade* ***"MT"*** *with effect from* ***19 July, 2022*** *(Refer Annexure II for terms and conditions).*

In lieu of the services rendered by you in terms of this Agreement, your salary will be as discussed i.e. ***Rs. 228,012.00*** *per annum. (Refer Annexure I for Salary Break - up).*

As a token of your acceptance of this offer you are requested to return the duly accepted and signed copies of the Appointment Letter along with Annexures.

Yours truly,

For HDFC Sales

Shilpi Singh

Authorized Signatory

HDFC SALES

Annexure - I

Annual Compensation of : Ms. Pratiksha Minanath Meshram

Particulars	Rs. (per annum)
Earnings:-	
Basic	161,112.00
HRA	32,988.00
Communication Allowance	0.00
Medical Reimbursement	0.00
Site Allowance	0.00
Gross Salary	**194,100.00**
Deductions :-	
Provident Fund {12% of Basic}	19,332.00
Profession Tax	2,500.00
ESIC {0.75% of Gross}	1,452.00
Total Deductions	23,284.00
Net (Cash in Hand) Salary	**170,816.00**
Company Contribution:-	
Provident Fund {12% of Basic}	19,332.00
ESIC{3.25% of Gross}	6,312.00
Cost to Company	**219,744.00**
Gratuity	7,740.00
Medical Insurance Premium	444.00
Accident Insurance Premium	84.00
Other Reimbursement	0.00
Total Cost to Company	**228,012.00**

Please note that your Total cost to company also reflects provisions made on account of gratuity payable by us.

The salary shall be paid to you monthly, on the last working day of the calendar month, subject to statutory deductions.

Shilpi Singh

Ref. No : 61695

HDFC Sales Pvt. Ltd.
A group company of HDFC LTD.

Wing A/4th Floor, HDFC HOUSE, H T Parekh Marg, 165, 166, BackBay Reclamation, Churchgate, Mumbai - 400020 Tel: +91 22 61552400. Fax: +91 22 61552440
Email : response@hfdcsales.com. Website : www.hdfcsales.com
CIN : U65920MH2004PTC144182

Dnyaneshwar B. Rao Unawane <placement@mmimert.edu.in>

Fwd: Offer Letter@ Indus Health Plus -Akshay Suresh Khedkar -CRS

2 messages

akshay khedkar <khedkarakshay07@gmail.com>
To: placement@mmimert.edu.in

Tue, Jul 19, 2022 at 11:01 PM

---------- Forwarded message ---------
From: **Subhash Volvoikar** <subhash.v@indushealthplus.com>
Date: Fri, Apr 29, 2022 at 3:06 PM
Subject: Offer Letter@ Indus Health Plus -Akshay Suresh Khedkar -CRS
To: khedkarakshay07@gmail.com <khedkarakshay07@gmail.com>
Cc: Vaishali Deshmukh <vaishali.deshmukh@indushealthplus.com>, Nikhil Kulkarni <personnel@indushealthplus.com>, Shravani Madhav <shravani.madhav@indushealthplus.com>

Dear Akshay,

Congratulations on successfully clearing an interview evaluation process!!
As per our discussion we would like to offer you the position of "Executive-Customer Relations & Sales"

Annexure - 1 Compensation & Benefit Structure

Name	Akshay Suresh Khedkar
Designation	Executive
Grade	M01
Department	Customer Relations & Sales

Salary Break Up

Components	Amt. in Rs. Monthly	Amt. in Rs. Annually
Basic	13,430.00	161,160.00
HRA	700.00	8,400.00
Statutory Bonus (Advance)	1,200.00	14,400.00
Gross Salary (A)	**15,330.00**	**183,960.00**
Employer's PF Contribution	1,746.00	20,952.00
Gratuity	646.00	7,752.00
E.S.I.	499.00	5,988.00
L.W.F.	6.00	72.00
Fix Cost to Company (B)	**18,227.00**	**218,724.00**
GPA Policy		1,320.00
Group Mediclaim Policy		2,640.00
Final Cost to Company (A+B+C)		**222,684.00**

Employee's contribution to Provident Fund, ESIC, and Professional Tax will be deducted as applicable.
Gratuity will be payable as per 'The Payment of Gratuity Act, 1972'

Salary Structure is subject to change basis changes in Government Rules & Regulations.

** Group Mediclaim Policy: Coverage of Rs. 100,000/- per annum for self.

** Group Personal Accident Policy: For accidental emergencies coverage 3 times of your Annual Fix CTC.

Any tax liabilities arising out of the remuneration will be deducted as per the Income Tax rules.

- **PF deduction(employee contribution) = 1612/-**
- **ESIC deduction(employee contribution) = 115/-**
- **PT (employee contribution) = 200/-**

Note :

Documents to be Submitted During Onboarding Formalities

- 3 Passport size photographs.
- All Educational certificates (SSC, HSC, Graduation, Post-Graduation, Computer any other qualifications you may have)
- Pan card copy.
- Address proof: Photocopy of the passport/ Election card/Aadhar card
- Relieving letter from the previous Employer
- Salary certificate/ Pay slip from the previous employer

Please note this position is pending a favorable background investigation and reference check.
We look forward to welcoming you to Indus Health Plus for a long and rewarding association.
Please feel free to contact us if any queries. request you to confirm your acceptance.

Thanks and Regards,
Subhash V | Human Resources | +91 95525 44799 (M)| 020 6649 3227 (L)
Indus Health Plus Pvt. Ltd.
www.indushealthplus.com
indus health PLUS
Samajhkar Jiyo Behtar

New Doc 2022-07-19 11.25.34_1.pdf
79K

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akshay khedkar <khedkarakshay07@gmail.com> Tue, Jul 19, 2022 at 11:03 PM
To: placement@mmimert.edu.in

vivekdighe@mmimert.edu.in
[Quoted text hidden]

DATAMATICS

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Ref: DGSL/NASHIK/OFFER/January'23/1154

January 02, 2023

Mr. Amol Sharad Karad
Grampanchayat Mage Jalgaon,
Niphad Jalgaon Nashik,
Nashik 422303

Dear Amol,

Welcome to Datamatics, the first and only Indian organization to have won the prestigious International Asia Pacific Quality Award (IAPQA) in the services category, which included IT/ITES, Banks, Insurance companies and other services organizations. This is a unique achievement in the history of the Indian IT industry, as it was won competing against hundreds of companies from 38 countries including the US, Japan, Australia, New Zealand, Israel, South Korea, Peru, Mexico, China, Russia and Canada.

For Datamatics, Quality is not just a destination but a journey in which every Datamatician contributes. We invite you to be part of this journey!

This has reference to your application and subsequent interviews you had with us. We are pleased to offer you the role of 'EXECUTIVE' in the grade "M01" at our NASHIK location.

On Joining, your all-inclusive Cost to the Company (CTC) will be Rs. 210,000/- (subject to deduction of tax and other statutory payments as may be applicable) as per Annexure A.

This offer is made on the basis of your having furnished to the Company information and documents in support of your age, academic qualifications, previous work experience, relieving letter from your last employer and other particulars on or before your day of joining. The Company shall conduct a background and reference check as per Company policy and this appointment is conditional upon receiving positive feedback. If at any time it is found that you have furnished false information or withheld or suppressed any material fact or information, the Company shall be entitled to forthwith terminate your employment without notice.

You are required to join the services of the Company at the earliest, but in any case, not later than **January 02, 2023.**

Please sign and return the duplicate copy of this letter as an acceptance of the offer.

Thanking you and looking forward to having you with us.

Yours truly,
For **Datamatics Global Services Limited.,**

Sanjay Mulkikar
Associate Vice President & Head HR, Nashik

I agree and accept employment and will report for duty on _____

Signature: _____ Date: _____

DATAMATICS

Employee Name	Amol Sharad Karad
Grade	M01
Designation	EXECUTIVE
Department	CFO Back office
LOS	FAS

	CTC Components	Monthly (Rs)	Annually (Rs)
A	Basic Pay	12,962	155,544
B	HRA	648	7,777
C	Personal Allowance	164	1,962
D	**Gross Salary (A+B+C)**	13,774	165,283
E	Bonus	1,080	12,962
F	Company's Contribution to PF	1,575	18,901
G	Company's Contribution to ESIC	448	5,372
H	Company's Contribution to Gratuity*	624	7,482
I	**Total (E+F+G+H)**	3,726	44,717
	Cost to Company (D+I)	17,500	210,000

*Gratuity shall be paid in accordance to the Payment of Gratuity Act, 1972.

**Bonus is payable annually as per Payment of Bonus Act 1965.

Benefits:

a) Insurance as per company policy.

DILIGENT JOBS PVT LTD

Date: 07/01/2021

Associate No. TT0017

Offer Letter

Dear Virendra Pawar,

Mobile No: 9923019385

We are pleased to appoint you in our organization as a Promoter on project of **"TATA TELE SERVICES (M) LTD)**, subject to the following terms and conditions:

1. Your contract will commence on **8th January 2021.** You will render services to our client at their premises subject to the terms and conditions of the engagement letter executed by you on **8th January 2021** and accordance to the instructions received by you from us or any other authorized person and will be bound by our rules and regulations.
2. You hereby agree to be liable for the following terms and conditions:
   - i. Fully perform the services, in a professional manner, at the client's location until the completion of the term of the work assignment.
   - ii. During the term of the work assignment, render services exclusively to client and such performance shall not be consistent with any obligation you may have to other third parties.
   - iii. Not engage in any conduct which is detrimental to the interest of the client
   - iv. Not receive any payments of any nature directly or indirectly from the client unless agreed to by Diligent.
   - v. Neither directly nor indirectly accept offer for employment with client or its affiliates during the period of the work assignment without prior permission of Diligent.
   - vi. Extend all cooperation to the Client's employees, consultants, representatives, etc, and do all such things as may be necessary and comply with all terms of the Appointment Letter so as to effectively undertake the work.
   - vii. Report and be present at the designated Location during the working hours mentioned herein and aide by the rules and regulations as required by the client.
   - viii. Comply with the safety, health and other rules regulations of Diligent Jobs and the Diligent Jobs' Client that you have been made aware of.
   - ix. During the course of your contract, you can be transferred to a location within the territory of India as and when required by Diligent Jobs for executing the services provided herein.
3. Should you be selected to perform the Work Assignment, the nature of your relationship with Diligent Jobs will be that of a Contract of Service for a fixed period. By executing this letter of

engagement neither do we offer you employment with Diligent Jobs nor do you become an employee of Diligent Jobs. Upon expiry of termination of the Work Assignment, your employment with Diligent Jobs shall stand terminated forthwith.

4. Except for expiry of a Work Assignment due to completion/expiry of the same or in respect of a Work Assignment of one week or a lesser period of time, either party may terminate this Work Assignment Letter by issuing 15 Days' Notice in writing or payment thereof.
5. Termination of this letter of engagement shall not affect the obligations of the parties that have been incurred prior to such termination and Diligent Jobs shall promptly settle all your dues after making the applicable deductions.
6. You agree to defend, indemnify and hold Diligent or the Client Harmless from any and all Claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this work assignment letter or for misconduct of for violation of any law or creation of any legal liability by you.
7. Any dispute between you and Diligent Jobs shall be referred to a sole arbitrator appointed by Diligent Jobs. The arbitration shall be conducted in English Language, in accordance with the Arbitration and Conciliation Act 1996, at Pune, Maharashtra, India. This Engagement Letter Shall be Governed by the Laws of India.
8. Details of your Salary Breakup will be as per the Annexure Attached herein. You hereby authorize Diligent Jobs to make all salary payments required to be made to you by Diligent Jobs including all reimbursements either by way of Cheque or by directly crediting the amounts to your bank account.
9. The salary payout will be made latest by 9th of the following month.
10. You will be entitled to an employer's contribution of Provident Fund to the extent of 12% of your basic salary and applicable ESI Contribution. You will also be covered under Medical and Accident Insurance under ESIC/WC norms and will be entitled to all other statutory benefits whichever is applicable during the contract period. It is hereby clarified that if you fail to submit the ESIC and PF Nomination Forms together with any other Documents as required under the applicable labour Legislations. Diligent Jobs shall not incur any liability with regards to any Claims under the said applicable labour Legislations.
11. In addition to the terms contained herein, your relationship with Diligent Jobs may be subject to such other additional terms and conditions as may be communicated to you from time to time in writing by Diligent Jobs and you hereby agree to have read and clearly understood the terms of employment provided in the service Rules, which is attached herein.
12. We at Diligent Jobs would like to create an environment and culture committed to co-operation, quality and responsiveness that permeates every activity. As a new entrant we would like you to add value to this process. Please return the copy of the Offer Letter enclosed after affixing your signature at the appropriate place on the office copy in token of your having read, agreed, fully understood and accepted the terms and conditions of appointment. Please send the signed acknowledgement to our Pune Address mentions beow. In case we do not receive your acknowledgement copy within a period of 15 days from the date of joining, your assignment at

DILIGENT JOBS PVT LTD

Diligent Jobs with the acceptance of your first salary from Diligent Jobs will be conclusive proof your acceptance in accordance of terms and conditions.

Diligent Jobs neither accepts any consideration in the form of any cash or kind nor supports any policy of accepting such consideration by any third party for providing employment to prospective candidates. In the event you have paid any such amount to any employee, officer, representative of Diligent Jobs kindly bring the same to the immediate notice of your superiors of report the same Diligent jobs through email which is provide to you.

ENDORSEMENT

I hereby confirm acceptance of the above assignment, on the terms and conditions stipulated therein.

For DILIGENT JOBS PVT LTD

Accepted and Agreed

GOPAL ASHOKRAO ADHE

Digitally signed by GOPAL ASHOKRAO ADHE
Date: 2021.01.23 13:15:35 +05'30'

DILIGENT JOBS PVT LTD

Salary Annexure

Components	Amount
Basic	12500
DA	1000
HRA	675
Bonus	1125
Traveling Allowance	1500
Other Allowances	633
Gross (A)	**17433**
ESI Employer Contribution	567
CTC (C)	**18000**
ESI Employee	131
PT	200
Employee Deduction (D)	**331**
Net Salary	**17102**

2040000/- Anum

Note:

1. 300/- PT will be deducted in February Month as per Professional Tax Act
2. 48/- will be deducted in June and December for MLWF (96/-Annualy)

VIAKINDIA
AN EXCELLENCY IN AUTOMATION

+91 93706 01074
sales@viakindia.com
Talwade, Pune
www.viakindia.com

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REF No: VI_2021_22/1112

Date: 05th March 2022

To,

Mr.Samruddhi Sanjay Gargote
Rajgurunagar,Pune-410505

Dear Samruddhi,

Offer to Join VIAK INDIA

This has reference to the various meetings and discussions we had. We are pleased to offer you the position as a **"Jr. Executive –Human Resource"** at VIAK India. As discussed, this offer will be subject to following terms and conditions.

1. You will receive a Total Compensation (CTC) **INR 2,02,800/- P.A.** (Two Lakhs Two Thousand Eight Hundred in words only) and statutory bonus is as per act, This will be disbursed to you as per the prevailing rules and guidelines of company.

2. This offer is subject to your joining us on or before **8th March 2022.** Once you join the Company you will receive our appointment letter illustrating the standard terms and conditions of service with VIAK India.

3. You are requested to bring the documents attached in **"Annexure – A"** along with you on your date of joining as part of our joining compliance.

4. Please sign a copy of the offer letter as your acceptance of our offer and return the same for our records.

We are glad that very soon you will be part of our team. We look forward to your long and meaningful association with us.

Yours Faithfully,

For VIAK INDIA,

Vishal Ingale
Director

Gat No. 130, Nigdi-Talawade Road, Ganeshnagar, Talawade, Pune 411062

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sales@viakindia.com
Talwade, Pune
www.viakindia.com

REF No: VI_2021_22/1112

Date: 06th February 2022

Annexure A

Also you are requested to send the following documents photocopy and original copy on the day of joining:

- Degree Certificates and Mark List (all Semesters)
- SSC & HSC Mark List
- Proof of Birth (Class 10th Certificate)
- All experience and Relieving letters from previous employer (its Mandatory)
- Change of name (Gazette documents, if applicable)
- Marriage certificate (if applicable)
- Five photographs with white background (size 35mm X 35mm)
- Pre -Medical Check up Report
- Copy of last 3 months Payslip or Salary certificate.
- Pan Card copy
- Aadhaar Card copy
- Passport copy
- UAN Card copy

Please ensure to complete your medical check up before your date of joining and submit the medical reports along with the above-mentioned documents on your date of joining, you may check up done at your local place.

This offer is valid subject to your timely acceptance, you being medically certified fit and the credentials furnished by you are verified to be correct and authentic.

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+91 93706 01074
sales@viakindia.com
Talwade, Pune
www.viakindia.com

REF No: VI_2021_22/1110

Date: 06th February 2022

Name	**Ms. SamruddhiGargote**	
Designation	**Junior Executive**	
Department	**Human Resources**	
Salary Component	***Amount (INR)***	
	Per Month	***Per Annual***
Basic Salary	12,191	1,46,287
House Rent Allowance	1,219	14,629
Conveyance Allowance	500	6,000
Flexible Allowance		
Gross Salary (A)	**13,910**	**1,66,915**
Provident Fund (Company Share)	1,523	18,274
ESIC (Company Share)	452	5,425
Gratuity	-	-
Total Retirals Benefit (B)	**1975**	**23699**
*Bonus	1015	12186
Variable CTC (C)	**1015**	**12186**
Total Cost to Company (A+B+C)	**16,900**	**2,02,800**
Take Home Salary	**12082**	**146141**

Other statutory Benefits i.e. Gratuity, Statutory Bonus etc. shall be as per provisions of the government Laws & as per company policy

VIAK India

Vishal Ingale
Director

Accepted By-
Signature :_____
Employee Name :
Date :

HDFC SALES

05 January, 2022

Mr. Akshay Ravindra Jawale
Papade Wasti, Sr No 204/9,
Near Masoba Mandir ,
Bhekrai Nagar, Fursungi,
Pune
Maharashtra - 412308

Dear Mr. Jawale,

Sub: Your appointment as "Key Resource - Customer Relations".

Pursuant to your application and subsequent interview, we are pleased to appoint you in HDFC Sales Private Limited as "Key Resource - Customer Relations" in Grade "G1" with effect from 05 January, 2022 (Refer Annexure II for terms and conditions).

In lieu of the services rendered by you in terms of this Agreement, your salary will be as discussed i.e. Rs. 197,232.00 per annum. (Refer Annexure I for Salary Break - up).

As a token of your acceptance of this offer you are requested to return the duly accepted and signed copies of the Appointment Letter along with Annexures.

Yours truly,

For HDFC Sales

Shilpi Singh

Authorized Signatory

HDFC Sales Pvt. Ltd.
A group company of HDFC LTD.

Wing A/4th Floor, HDFC HOUSE, H T Parekh Marg, 165, 166, BackBay Reclamation, Churchgate, Mumbai - 400020 Tel: +91 22 61552400. Fax: +91 22 61552440
Email : response@hdfcsales.com. Website : www.hdfcsales.com
CIN : U65920MH2004PTC144182

QUESS
DELIVERING GROWTH

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Date : 14-Jul-2022

Name : POONAM BHAGINATH BHOSALE
Address : NEAR CAPITAL TOWER C-68, MHATOBA NAGAR, DANGE CHOWK, WAKAD ROAD, PUNE MAHARASTRA 411057
Employee Code : AS554574

Dear Sir / Madam,

We are pleased to appoint you in our organization as **JUNIOR EXECUTIVE** (**Grade – E1**) in the **RETAIL ASSETS MORTGAGE AFFORDABLE HL COORDINATION** department on the following terms and conditions:

1. **Commencement / Term:**

You are required to join our organization on or before **18-Jul-22** . Your place of work shall presently be at **PUNE SB ROAD**.

You will be on orientation period of 6 (Six) months and up on satisfactory performance your confirmation will be due. However the company reserves the rights to extend your orientation for a certain period which will be notified to you.

The responsibilities and tasks assigned to you under this Appointment letter synchronize with the definite time line schedules of completion of various project assignments mutually agreed by our company, with our esteemed client Axis Bank. As our employee, you shall perform your services in a professional manner and shall ensure that the time bound tasks are substantially completed as may be mutually agreed and reviewed on case to case basis by your Reporting authority.

2. **Remuneration :**

Your remuneration would be set as follows :

Compensation	Monthly (Rs)	Annual (Rs)
Basic	6347	76164
HRA	3174	38088
Bonus	1750	21000
Special Allowance	2326	27912
Mobile Allowance	500	6000
Employer Provident Fund	1311	15732
Employer ESIC	459	5508
Gratuity	305	3660
CTC	**16172**	**194064**

Salary and grade offered to you as above is based on the representation made by you during your interactions with the Company officials and / or documents submitted by you. In case of any discrepancy, company reserves the right to alter / modify / withdraw the offer made to you.

QUESS
DELIVERING GROWTH

3. Gratuity :

Employee will be eligible for payment of Gratuity subject to fulfillment of the payment of Gratuity Act of 1972.

4. Incentive Scheme :

You will participate in the Sales Incentive Scheme and would receive incentives based on your performance and contribution to the organization as per the scheme. We will be happy to discuss this with you on your joining us. Kindly note that you will not have any right to claim any performance incentive from the company, if you resign or abscond of if you are separated from the company for whatsoever reason.

It is further agreed between you and company that the incentive payable if any, based on your performance and productivity is in lieu of any other bonus including bonus based on profits payable under any law.

5. Transfer :

The Organization shall have the right to transfer you to any of its offices or group companies in India that is in existence or may come into existence at a future date.

6. Leave :

You will be eligible for leave as per company rules subject to approval from the competent authority. It may be noted that leaves cannot be deemed as granted unless sanctioned by competent authority. No leaves can be taken during probation period. Women employees who have completed working 80 days with the organization shall be eligible for Maternity leave as per the policy.

7. Unauthorized Leave / Absence :

If you are on unauthorized leave and absent for more than seven (7) days without any intimation to the company then it would be deemed that you are not interested in continuing with the organization and you would be automatically ceased to be an employee of the organization and in such a case you will be terminated from the services of the company with or without any intimation

8. Job Profile :

Your duties and responsibilities will be explained to you on your joining the organization. However, you shall execute and perform all such duties that may be assigned to you by the organization and the organization reserves its right to change this at its discretion.

9. Professional Ethics and Confidentiality :

While you are in the services of the organization, you are not permitted to carry on any other business or profession or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the company and will not divulge

to any person / third party or utilize any of the organization's confidential information or other related information (which you may possess by reason of your association with the organization) outside the organization.

10. Notice Period:

During the probation period either party can terminate the services by giving 30 days' notice or Basic salary in lieu thereof at organization's discretion. After confirmation, either party can terminate the services by giving 30 days' notice or Basic salary in lieu thereof at organization's discretion. After successful completion of orientation period either party may terminate the employment under this Appointment letter by issuing 30 days' notice in writing or payment in lieu thereof. You will be liable to submit all the company's assets, data etc provided during your tenure in the company for carrying official duties at the time of separation from the company. Please note that you are required to complete the exit formalities within 30 days from your last working day for processing your final settlement dues, if any. Company will not be liable to pay the final settlement dues (if any) in the event of non-completion of exit formalities within 30 days.

11. Reference Check

Your appointment will be subject to satisfactory reference checks. Please furnish the names of two references who have supervised you in professional capacity at same stage in your academic / professional career.

12. Termination of Employment :

Your services with the organization are liable to be terminated in the event of :

a) Any breach of the conditions mentioned in this letter on your part,
b) Any incorrect information furnished by you
c) Suppression of any material information by you ; and
d) Your performance level is below the expected level and / or the business target, as set out for you from time to time, has not been achieved by you.
e) Violation of Company's (client's) code of conduct.

13. Retirement / Statutory Benefits :

You will be eligible for Retirement Benefits of the organization namely Provident Fund and Gratuity as per the company policy which will be governed by relevant laws to this effect

14. Change in the Personal Details :

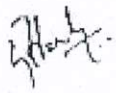
You shall intimate the Company about any change of your residential address (permanent and or current), qualification and other personal details within five days from the date of change of such details.
Your residential address records with the company will be treated as official address and will be used for all official communications with you. In case of non intimation of change in your residential address to the company, any correspondence to your last known address will be treated as communication received by the employee.

The terms and conditions of employment set out in this letter of appointment constitutes service conditions to your employment in the organization in addition to the code of conduct and other laid down guidelines. The organization reserves the right to change the terms and conditions of your employment set out in this letter of Appointment. Any future changes in the company policies, rules, regulations and your employment terms will supersede the terms and conditions mentioned in this letter. The courts in **Mumbai** will have exclusive jurisdiction with regards to any dispute.

Kindly note that you are required to sign the copy of this letter as a token of your acceptance and return it to us immediately. In case we do not receive your acknowledgement copy within a period of 15 days from the date of joining, receipt of first salary by you will be conclusive proof of your acceptance of the terms and conditioned mentioned herein.

A list of documents to be submitted at the time of joining is given for your information.
We look forward to your contribution to the organization and hope that we will have a mutually fulfilling relationship

With warm regards,
For Quess Corp Limited



Tej Hans Raj Singh
COO – Operations | Staffing

I have read and understood the above mentioned terms and conditions of the Contract. I voluntarily accept the same. I shall abide to the terms and conditions mentioned therein and any amendments from time to time.

Name: POONAM BHAGINATH BHOSALE
Signature:.....

Emp Id: AS554574

Place:..... Date:.....

TECH mahindra

Tech Mahindra Limited
A - 6, Sector - 64, Noida,
UP - 210 301

Tel: +91 12 0400 5000
+91 12 0400 5001
Fax: +91 12 0423 1926

techmahindra.com

Registered Office:
Gateway Building, Apollo Bunder
Mumbai 400 001, India
CIN L64200MH1986PLC041370

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Ref: 938502/2156907/Permt

Date: 08-Nov-2022

Ms. Chaitrali Sunil Bagade
290, GANGAPURI WAI,AT-POST -WAI, TALUKA /WAI,
SATARA, MAHARASHTRA-412803
Phone No: 9175727714

Subject - Offer of Appointment

Dear **Ms. Chaitrali Sunil Bagade,**

It is our pleasure to welcome you to Tech Mahindra Limited.

1. With reference to our discussions, we are pleased to offer you appointment in our organization as **Associate Customer Support** on **U1** band, operating out of our **Pune** office.

2. Your "Annual Total Cash Compensation" will be **Rs. 187380.** Please refer **Annexure-A** for details on the compensation and statutory deductions.

3. Your remuneration package is strictly confidential between you and here after, referred as The Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.

4. Your employment with us will be governed by terms and conditions as specified in **Annexure-B.**

5. You are required to join on **08-Nov-2022** at the below mentioned location. The Offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing.

6. On the date of joining, you are requested to report to **Sushant Pavse** at 9:30 AM to complete the joining formalities at **Tech Mahindra Limited, [Sharda Centre Building, OFF Karve road, Erandwane, Pune- 411004,(India).** At the time of joining, you are expected to carry originals of the documents as per **Annexure – D** and submit the copies of the same to the HR Team.

7. 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.

8. Kindly acknowledge acceptance of this Offer of Appointment by signing and returning the 'acceptance copy' to **Sushant Pavse** latest by **08-Nov-2022**.

Tech Mahindra Limited
A - 6, Sector - 64, Noida,
UP - 210 301

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Registered Office:
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Mumbai 400 001, India
CIN L64200MH1986PLC041370

9. For any clarification / further Information on-
   - Employment terms and conditions, please get in touch with **Veronica Jackyfelix Monteiro** (E-Mail: **VJ00815512@Techmahindra.com**)

For Tech Mahindra Limited

Mukul Sah
Group Function Head (Support) – Human Resource

Encl: **Annexure-A** (Salary Structure), **Annexure-B** (Important / Indicative Terms & Conditions of Employment), **Annexure-C** (Medical Self declaration), **Annexure-D** (Check List of Documents), **Annexure-E** (Confidentiality Agreement), **Annexure F** – Intellectual property Assignment, **Annexure-G** – General Covenant, **Annexure H** -(Code of Conduct and Ethics).

Accepted

Date:

Signature of Candidate:

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UP - 210 301

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Annexure A		
Name: Chaitrali Sunil Bagade **Designation: Associate Customer Support** **Band- U1**		
Total Cost to the Company - TCTC (Per Annum)		187,380
Total Compensation (per Annum)		180,426
Fixed Salary (per Annum)		180,426
	Per Month (Rs)	Per Annum (Rs)
(A) Components of Salary		
Basic (20% of Fixed Salary)	3,007	36,085
House Rent Allowance (50% of Basic)	1,504	18,043
Personal Pay	9,101	109,208
Statutory Bonus	601	7,217
Total (A) in Rs.	14,213	170,553
(B) Retirals and Benefits		
Provident Fund (Employer's Contribution @ 12% of Basic Salary)	361	4,330
ESI (Employer's Contribution @ 3.25% of Total A)	462	5,543
Total (B) In Rs	823	9,873
Employee Contribution: (C)		
Provident Fund (Employee's Contribution @12% of Basic Pay)	361	4,330
ESI (Employee's Contribution @ 0.75% of Total A)	107	1,279
Total (C) In Rs	467	5,609
Take Home (A - C)	13,745	164,944
Gratuity		1,736
Insurance Premiums (towards GTLI and GPAI)		5,218

Additional Benefits : In addition to the above, you will also be eligible for the below-mentioned benefits -

i) Insurance

a) Group Term Life Insurance (GTLI) Coverage: You would be covered under the existing Group Term Life Insurance scheme of the company applicable to the employees in your respective grades as per the company policy and the same will be paid to the respective nominated beneficiary on the unfortunate death of the employee.

b) Group Personal Accident Insurance (GPAI) coverage: You would be enrolled under the Company's GPAI scheme with a cover of upto Rs. 5 lakhs payable in case of permanent disablement arising out of any unfortunate event of an accident.

ii) Bonus / Statutory Bonus shall be paid in 12 equal monthly installments in advance along with your regular salary.

iii) Gratuity : As per Payment of Gratuity Act.

iv) Company Transport and Transport Allowance:
- Company provided transport is available only in ODD hour shifts
- In the event of you availing Company provided transport in odd hour shifts to commute to and from office, a token amount of Rs. 500/- p.m. will be deducted from your salary, for one side transport it will be Rs. 250/- p.m.

Notes:

The Company reserves the right to amend, modify, rescind / reinstate the above mentioned policies & schemes partly or completely at any point of time.

With Best Wishes,

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For Tech Mahindra Ltd.

Accepted by :

Location :
Date :

Mukul Sah
Group Function Head (Support) – Human Resource

Annexure – B

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 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 Tech Mahindra Limited. 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) **Employee data** – By accepting this Offer and furnishing your personal data to the Company, You are according your irrevocable consent to Company to possess, deal with or handle Your sensitive personal data either by itself or through any third party agency during the term of your employment with the Company subject however to the terms of the Privacy Policy of the Company. You are aware that your personal data is confidential in nature and Company shall process the same in the course of its business, in terms of its privacy policy with due and reasonable care.

d) Conflict of Interest

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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.

e) 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 the Tech Mahindra Ltd.

(i) You will not solicit business and/or sell services/products or build business relationship with customers, you were directly or indirectly involved with, during your tenure in Tech Mahindra Ltd

(ii) You will not interfere with its business relations, including but not limited to soliciting or providing services to any of Tech Mahindra's clients (except as directed by Tech Mahindra Ltd), directly or indirectly.

(iii) You will not be employed by a client of Tech Mahindra Ltd for which you performed services while employed by Tech Mahindra.

(iv) You will not solicit or induce Tech Mahindra Ltd associates to join a client or to compete with Tech Mahindra Ltd.

(v) 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.

f) 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.

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CIN L64200MH1986PLC041370

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 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.
- You hereby agree not to involve in receiving any gift/bribery during your tenure with the Company. You shall abide and follow the Company's anti-bribery policy which is hereby incorporated for reference. This Company policy shall be amended from time to time.

g) <u>Confidentiality / Non-Disclosure</u>

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 Tech Mahindra will either be Intellectual Property of the Tech Mahindra 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 Tech Mahindra Limited or the Client.

h) <u>Non-Disparagement Obligations</u>

You covenant and agree that, during the term of your employment and anytime thereafter, neither you nor any of your legal heirs or any person acting on your/their behalf, will in any way publicly disparage, bring into

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disrepute, defame, libel, slander or otherwise criticize the Company, its subsidiaries, affiliates, successors, assigns, officers, directors (including any former directors/ officers of the Company or its subsidiaries), employees, shareholders, agents, attorneys or representatives, or any of their clients, customers, partners, other service providers, or any of their products or services, in any manner that would damage the business or reputation of the Company or any of its clients, customers, partners, other service providers. Any violation of this section shall necessitate an investigation and appropriate disciplinary action including termination from the services and/ or appropriate legal action.

2. 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.

3. Termination of Employment

(a) Either party can terminate this employment by serving a notice of **30 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, Tech Mahindra Limited. 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, 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 mandatorily fulfill 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.

(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,

HDB Financial Services Limited
2nd Floor, Wilson House,
Old Nagardas Road,
Near Amboli Subway,
Andheri East, Mumbai - 400069
Tel. : 022 - 7945 5000
Email : hdb.hrcompliance@hdbfs.com
Web : www.hdbfs.com
CIN - U65993GJ2007PLC051028

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December 23, 2021

Ref:HDBFS/21-22/HRIC279372/Appt/S88981

Ms.Shivani Shrikrushna Telgote,
Flat No-102,Aviraj Nivas,
Vadgaon Shinde Road,
Near Union Bank Atm,
Near S.B.I Atm,
Pune-411047

Dear Ms.Shivani Shrikrushna Telgote,

LETTER OF APPOINTMENT

Further to your application and subsequent discussions for employment, HDB Financial Services Limited ("Company") is pleased to appoint you as SALES EXECUTIVE on the terms and conditions as set out below.

Your Total Salary per annum is set out as attached in Annexure A. All remuneration, benefits and perquisites will be taxed in accordance with the provisions of Income Tax Act, 1961 and any other enactments in force from time to time.

Terms and Conditions:

a) Your duties and responsibilities will be explained to you on your joining the Company.

b) Your initial place of posting will be at PUNE. The Company reserves the right to change the duties assigned to you, transfer you, temporarily or permanently, to any other office / branch, subsidiary or associate of the Company or to any other place of business of the Company that is in existence or may come into existence at a future date. The Company further reserves the right to transfer you from one shift to another, depending upon the exigencies of work.

c) You shall devote your whole time and attention to your duties with the Company and will not directly or indirectly, for any part of your time carry on any business or occupation or enter in any capacity, the employment of or association in business for profit or otherwise, with any firm, company or person without the prior written consent of the Company.

d) You shall abide by all the applicable policies, rules, regulations, procedures and practices of the Company, as may be amended, from time to time and comply with all applicable Laws. Any violation of or failure to comply with or abide by the same shall be deemed to constitute an act of misconduct.

e) You will be responsible for the safe keeping and return in good condition and order, of any properties and / or assets which may be entrusted to you by the Company. The Company shall have the right to deduct the money value of all such properties and / or other assets from your dues and take such other action as it may deem proper in the event of your failure to account for such properties to the Company's satisfaction.

f) You shall not, during your employment with the Company or at any time thereafter, discuss, divulge, or make public, directly or indirectly, to any individual, firm, company or person of any nature whatsoever, any information, processes, policies, documents, research, development, finances, properties, contracts, methods, trade secrets, transactions, or generally in relation to the business and affairs of the Company (including its subsidiaries and associate companies) or its clients, customers, employees, management, or business associates, which you may acquire during the course of, or which may otherwise come to your knowledge or possession during the course of your employment with the Company.

g) This letter of appointment can be terminated by either party by giving One month's notice in writing. It is clarified that, in the event of a termination of this Agreement by you, the decision whether or not to accept salary in lieu of the notice period will rest solely with the Company and you may be required to serve the applicable notice period instead of paying to the Company an amount equivalent to your salary in lieu thereof. The Company may, at its sole discretion, require you to proceed on leave during your notice period. Upon the termination of this letter of appointment, you will be required to comply with the Company's exit formalities.

h) If at any time, you are found to be overstaying your sanctioned leave or are absent from work without permission for a period exceeding 5 (five) consecutive days or are found to be habitually absent or are otherwise found guilty of dishonesty, disobedience, fraud, insubordination, riotous and disorderly behaviour, negligence, indiscipline or any other act of misconduct (as determined by the Company in its sole discretion), then the Company will be entitled to terminate your services with immediate effect without giving you a notice or salary in lieu thereof.

i) Nothing contained herein constitutes a guarantee of employment. Your performance shall continuously be evaluated by the Company. If you are found to be incompetent in the discharge of your duty or do not meet the productivity norms, your services shall be terminated. The Company reserves the sole right to terminate your employment on grounds of performance not being up to expected standards. The final decision of the management in this regard shall be final.

j) Notwithstanding anything contained in the above paragraphs, your services may be terminated by the organization if you are found to be indulging in acts of commission / omission which may be prejudicial to the interest of the organization, or any act of dishonesty, disobedience, insubordination or any other misconduct or neglect of duty or incompetence in discharge of duty on your part.

k) In the event of any allegation of misconduct against you, the Company will initiate disciplinary proceedings against you as per its rules in this regard.

l) You will keep the Company informed of any change in your residential address or in any of the other information pertaining to you as provided to the Company. All communication sent by the Company on the address registered in our records, will be construed as communication served on you.

m) You will retire from the employment of the Company on your completing 60 (Sixty) years of age. It will be necessary for you to produce proper proof of your age within 7 (seven) days on receipt of this letter as may be required by the Company.

n) This letter of appointment shall be governed by and construed in accordance with the laws of India. The terms and conditions set out in this letter of appointment constitute service conditions applicable to your employment in the organization and any dispute arising out of this letter of appointment or pertaining to your employment shall be subject to the exclusive jurisdiction of the courts of Mumbai.

o) You shall comply with the data protection policy of the Company when handling personal data in the course of your employment with the Company including personal data relating to any employee, customer, client or agent of the Company or any of its affiliates and you shall promptly report any breaches or anticipated breaches of the same.

p) You consent to the Company, its affiliates processing data relating to you for legal, personnel, administrative and management purposes and in particular to the processing of any "sensitive personal data or information" (as defined in the policies of the Company). The Company may make such information available to any of its affiliates, those who provide products or services to the Company or any of its affiliates (such as advisers and payroll administrators), regulatory authorities, potential purchasers of the Company or the business in which you work, and as may be required by law. You also consent to the Company carrying out the above activities and other similar classes of activities prior to, during and after the termination of your employment with the Company, provided that such activities are carried out in a lawful manner and for legitimate purposes.

q) If at any time during your employment you make, develop, discover or participate in the making or discovery of any "Intellectual Property Rights"(as defined in the policies of the Company) relating to or capable of being used in the business being carried on by the Company or any of its affiliates, such Intellectual Property Rights shall be the absolute property of the Company. At the request of the Company you shall execute all such documents and do all acts, matters and things which may be necessary or desirable for obtaining registration or other protection for the Intellectual Property Rights as may be specified by the Company.

r) You hereby acknowledge and undertake that you do not have and shall not have at any point of time, any ownership, interest, right or title in the Intellectual Property Rights nor will you claim any ownership, interest, right or title in the Intellectual Property Rights or brand forming part of the business of the Company or any of its affiliates.

s) You shall not, at any time during the course of your employment and any time after the termination of your employment with the Company, make any statement, representation, post commentary, content or image or communicate in writing, orally or otherwise or take any action directly or indirectly in public or private, in any manner or through any medium whatsoever including but not limited to newspaper, social media, e-mail, SMS, internet, blog, social networking websites etc., which may directly or indirectly, defame or disparage the image, credibility, good name, goodwill and reputation of the Company or any of its officers, directors, employees, agents, consultants, representatives etc. or create an hostile work environment.

t) Your appointment will be subject to the organization receiving satisfactory references and Contact Point verification report.

u) Any variation of the above terms and conditions will not be valid until expressly made in writing by the Company.

v) This letter of appointment (together with all its annexures) shall supersede all prior, oral or written agreements or communications, formal or informal, in relation to your employment with the Company.

As your acceptance to these terms of employment, please sign the duplicate copy of this letter of appointment in the space provided below and return the same to us.

You are requested to join no later than January 7, 2022.

Kindly arrange to bring self-attested copies of the following documents along with their originals for verification on the date of your joining:

a) Copy of Educational Certificates and Marksheets (Xth, XIIth, Graduation, Post Graduation)
b) Proof of date of birth (Copy of driving license, Voter ID, Passport)
c) Duly signed duplicate copy of Appointment Letter
d) Copy of Pan Card and Aadhaar Card (Both documents are required for Salary processing)

You will be required to complete the Company's prescribed joining formalities within 3 (three) working days from the date of your joining and submit the same to the Human Resources Department for necessary processing of your Salary.

Yours Sincerely,
For HDB Financial Services Ltd.

Smily Mehra
HBL Global - a division of HDB Financial Services Limited.

AGREED AND ACCEPTED

Ms.Shivani Shrikrushna Telgote

Annexure A

HDB FINANCIAL SERVICES	Compensation Breakup	
Name	MS.SHIVANI SHRIKRUSHNA TELGOTE	
Role	Sales Executive	
Grade	G7	
Location	Pune	
Annual Compensation Break up		HDBFS Monthly
Basic	1,01,256	8,438
HRA	40,500	3,375
Conveyance Allowance	20,244	1,687
Provident Fund (Employer's contribution)	14,580	1,215
Gross Salary (A)	**1,76,580**	**14,715**
ESIC (Employer's contribution)----(B)	5,265	439
Gratuity---------- (C)	4,870	406
Total Fixed Compensation (D=A+B+C)	**1,86,715**	**15,560**

Note:

This Offer is subject to positive Contact Point Verification, Reference checks & CIBIL/SAS check. Your consent for candidature of the company will be considered as consent for accessing your CIBIL report.

Employee and Employer's contribution towards ESI will be 0.75% & 3.25% respectively

You will be entitled to Performance Incentive Plan as per Company Policy

Gratuity is as per "The Payment of Gratuity Act".

You will be covered under Group Personal Accident Insurance as per policy of the Organization

Ref:HDBFS/21-22/HRIC279372/Appt/S88981

I accept the terms and conditions as mentioned in the Appointment letter.

Ms.Shivani Shrikrushna Telgote

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IRiS International

Nitisha Arvind Bhosale
Pan No : ENVPB9810H
No.37, Siddhivinayak Apartment
13/1+2 Shitole Nagar, Old Sangavi
Pune - 411027 (Maharashtra)

31st Dec. 2021

Terms of Appointment

Dear Nitisha,

Welcome to IRiS International and wish you have an enriching tenure with us.

We are pleased to appoint you as **Trainee – Talent Acquisition** with **IRiS International**, on following terms and conditions:

Appointments and Reporting:

Your appointment shall be effective from your date of joining that is **10th Nov, 2021.**

Place of Assignment:

You will be liable to be transferred / deputed from one place to another anywhere in India or abroad and/or from one department to another or from one establishment to another and/or to any other concern including to any of Firm's affiliates, group associates, and/or entities in which the Firm may be having any interest whether existing or which may be set up in future.

Emoluments and Taxes:

Your Agreed & Accepted Target Annual Consultation Charges/Compensation, inclusive of all benefits shall be Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only) as per below breakup:-

1.	Basic Consultancy Charges	Rs. 75,000/-
2.	Special Allowances	Rs. 75,000/-
3.	Target Variable Compensation	Rs. 30,000/-

You shall be responsible for paying any taxes, direct or indirect, state or local, whether payable in India or elsewhere which may result from the Consultation Charges paid to you pursuant to your assignment hereunder. The Firm is entitled to deduct from your remuneration, income tax, other taxes and levies which it is liable to deduct at source as applicable.

Confidentiality:

Except on legal compulsion, but with prior permission of the Management whether during the period of engagement with the company or afterwards, you shall not disclose or divulge any information that is available to you, in the course of your assignment or otherwise, any matters of the Firm and its clients, relating to organizational, commercial, legal, administration, technical, business processes / activities including customers, financial, etc., to anyone.

Firm Assets:

Upon separation from the Firm, you will be required to immediately return to the Firm, all assets and property assigned to you including any Identity and access cards issued by the company or its client, leased assets, documents, files, books, papers, training materials and memos, whether in hard or soft copy, in your possession or custody.

Outside Assignment/Personal Business:

You will not be permitted to undertake any other assignment/engagement in any external activities of a commercial nature, without prior written approval. You will not engage yourself in any work, similar in nature to that of the duties entrusted to you or to take up any work outside your assignment, for remuneration or otherwise or on honorarium basis or any work in any advisory capacity or be interested directly or indirectly, in any other trade or business, without the written permission from the management.

Termination of Appointment:

a. Your appointment may be terminated by either party, by giving notice of one month in writing, unless mutually agreed with the written confirmation. Management reserves the right to accept or reject the notice period / relieving from the Firm. The aim of this clause is to minimize disruption of business. IRiS International reserves the right to terminate your assignment on grounds of unsatisfactory performance and misconduct.
b. Your appointment shall stand terminated forthwith on the happening of the following:
(i) If you are held guilty of any offence involving moral turpitude or
(ii) If you do not join within the stipulated date, unless extended in writing.

Conditions of Assignment:

This letter of appointment contains broad terms and conditions of service which are subject to modifications from time to time. In addition to the terms contained herein, you will, at all times, during the period of assignment, with the Firm, be bound by its rules, regulations, policies and practices as in force and as amended from time to time.

Background Check:

You hereby acknowledge that your appointment in the Firm is subject to a regulatory back ground check, to be conducted by the Company. In the event of a regulatory background check, being found negative, as determined by the Company, at its sole discretion, your services shall stand terminated after following due course of procedure and the Management reserves the right to recover all such costs that are incurred by it.

Change of Personal Data:

You are hereby requested to notify the HR Department within a maximum of **(7) seven working days,** of changes if any in the personal data such as address, telephone number, marital status, additional/higher educational qualifications, technical certifications, etc.

Yours truly,
For IRiS International,

Authorized Signatory

CONFIRMATION & ACCEPTANCE:-

I hereby sign in confirmation and acceptances of having read and understood the above said terms and conditions of my appointment.

Employee's Signature

Date:

132, National Society, Aundh, Pune 411007, India
Phone: +91 93255 03187 | email: irisinternational2004@gmail.com

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Offer Letter

Ms. **Priyanka Sadashiv Nanavare**,
Siddhi Hospital, Balaji Nagar, Katraj,
Pune 411038
9322964066

DOJ: 7/06/2021

Dear, Ms. Priyanka Sadashiv Nanavare,

We are pleased to confirm that Platinum Crew would like to formally offer you the position of **HR**, subject to receiving the following:

a) Evidence of qualifications (Photocopy of certificates).
b) Last experience Certificates
c) Any 2 Id Proofs (if relevant).

[Your employment shall be subject to an initial probationary period of no. of 6 months during which your performance and conduct will be monitored.]

On your first day, you should bring your id Proofs and qualification copies.

Your commencing salary will be **15000** amount per month.

Please sign and date both copies of this Offer Letter and both copies of the enclosed Terms and Conditions of Employment where indicated, to confirm that you understand and accept the terms and conditions. Please keep one signed copy of the Terms and Conditions of Employment (if you wish to send the Terms and Conditions of Employment along with the Offer Letter) and return one signed copy of each document or the document to us as soon as possible.

When writing, please could you confirm the date on which you are free to commence employment with us. We understand this date to be start date if known. At the same time, please advise us of any medical conditions, allergies, special requirements etc. of which we should be aware to enable reasonable adjustment discussions to be progressed.

If you have any questions concerning the terms of our offer please let us know.

Welook forward to your reply and look forward to welcoming you to the Company.

Yours sincerely

Mr.Ranjeet Modhe.
MD
Platinum Crew

XPRESSBEES
delivering happiness

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December 24, 2021

To,
Yogesh Kedar
Pune

Sub: Your engagement as Trainee – Talent Acquisition

Dear Yogesh,

We refer to your application and subsequent discussion that you have had with us and are pleased to offer you the position of **Trainee – Talent Acquisition** on the following terms and conditions.

1. As discussed in our meeting and agreed by you, you have been engaged as a **Trainee – Talent Acquisition** for the period of **6 Months** commencing from **January 3, 2022**.

2. You will receive the stipend of **Rs. 15,000/- per month**.

3. This contract period will start from **January 3, 2022** and will automatically come to an end on **July 2, 2022.**

4. You will not be entitled to get any benefits which are extended to the employees of the company.

5. Your engagement as a "**Trainee – Talent Acquisition**" is for a fixed period and you would have no right to claim permanent employment against any post or vacancy of whatsoever nature with the company.

6. Any dispute arising from this employment would be resolved in the appropriate court within jurisdiction of Pune.

7. During your contract period, your services could be terminated by either parties with a seven days' notice or stipend of seven days in lieu of notice without assigning any reason.

8. In case any information of any previous conviction by a court of law involving moral turpitude, or if any particulars given by you in your application form/interview being found to be false or incorrect, your training period stand terminated without any notice or compensation whatsoever.

Please read and sign the duplicate copy of this letter as a token of acceptance and return.

Wishing you all success!

For BusyBees Logistics Solutions Pvt. Ltd.,

Amitava Saha

Authorized Signatory

Received & Accepted

IRiS International

Pragati Baban Gopale
Pan No : CZDPG9361A
1287, Room No. B1,
Adarsh Nagar, Birwadi, Mahad
Raigarh - 402301 (Maharashtra)

31st Dec. 2021

Terms of Appointment

Dear Pragati,

Welcome to IRiS International and wish you have an enriching tenure with us.

We are pleased to appoint you as **Trainee – Talent Acquisition** with **IRiS International**, on following terms and conditions:

Appointments and Reporting:

Your appointment shall be effective from your date of joining that is **10th Nov, 2021.**

Place of Assignment:

You will be liable to be transferred / deputed from one place to another anywhere in India or abroad and/or from one department to another or from one establishment to another and/or to any other concern including to any of Firm's affiliates, group associates, and/or entities in which the Firm may be having any interest whether existing or which may be set up in future.

Emoluments and Taxes:

Your Agreed & Accepted Target Annual Consultation Charges/Compensation, inclusive of all benefits shall be Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only) as per below breakup:-

1.	Basic Consultancy Charges	Rs. 75,000/-
2.	Special Allowances	Rs. 75,000/-
3.	Target Variable Compensation	Rs. 30,000/-

You shall be responsible for paying any taxes, direct or indirect, state or local, whether payable in India or elsewhere which may result from the Consultation Charges paid to you pursuant to your assignment hereunder. The Firm is entitled to deduct from your remuneration, income tax, other taxes and levies which it is liable to deduct at source as applicable.

Confidentiality:

Except on legal compulsion, but with prior permission of the Management whether during the period of engagement with the company or afterwards, you shall not disclose or divulge any information that is available to you, in the course of your assignment or otherwise, any matters of the Firm and its clients, relating to organizational, commercial, legal, administration, technical, business processes / activities including customers, financial, etc., to anyone.

Firm Assets:

Upon separation from the Firm, you will be required to immediately return to the Firm, all assets and property assigned to you including any Identity and access cards issued by the company or its client, leased assets, documents, files, books, papers, training materials and memos, whether in hard or soft copy, in your possession or custody.

Outside Assignment/Personal Business:

You will not be permitted to undertake any other assignment/engagement in any external activities of a commercial nature, without prior written approval. You will not engage yourself in any work, similar in nature to that of the duties entrusted to you or to take up any work outside your assignment, for remuneration or otherwise or on honorarium basis or any work in any advisory capacity or be interested directly or indirectly, in any other trade or business, without the written permission from the management.

Termination of Appointment:

a. Your appointment may be terminated by either party, by giving notice of one month in writing, unless mutually agreed with the written confirmation. Management reserves the right to accept or reject the notice period / relieving from the Firm. The aim of this clause is to minimize disruption of business. IRiS International reserves the right to terminate your assignment on grounds of unsatisfactory performance and misconduct.
b. Your appointment shall stand terminated forthwith on the happening of the following:
(i) If you are held guilty of any offence involving moral turpitude or
(ii) If you do not join within the stipulated date, unless extended in writing.

Conditions of Assignment:

This letter of appointment contains broad terms and conditions of service which are subject to modifications from time to time. In addition to the terms contained herein, you will, at all times, during the period of assignment, with the Firm, be bound by its rules, regulations, policies and practices as in force and as amended from time to time.

Background Check:

You hereby acknowledge that your appointment in the Firm is subject to a regulatory back ground check, to be conducted by the Company. In the event of a regulatory background check, being found negative, as determined by the Company, at its sole discretion, your services shall stand terminated after following due course of procedure and the Management reserves the right to recover all such costs that are incurred by it.

Change of Personal Data:

You are hereby requested to notify the HR Department within a maximum of **(7) seven working days,** of changes if any in the personal data such as address, telephone number, marital status, additional/higher educational qualifications, technical certifications, etc.

Yours truly,
For IRiS International,

Authorized Signatory

CONFIRMATION & ACCEPTANCE:-

I hereby sign in confirmation and acceptances of having read and understood the above said terms and conditions of my appointment.

Employee's Signature Date:

132, National Society, Aundh, Pune 411007, India
Phone: +91 93255 03187 | email: irisinternational2004@gmail.com

B. N. MANDHARE & ASSOCIATES
CHARTERED ACCOUNTANTS

OFFICE NO -31,SANAS PLAZA,
2ND FLOOR, SHUKRAWAR PETH,
BAJIRAO ROAD, PUNE – 411002

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Date:- 10.10.2021

APPOINTMENT LETTER

To,
Mr. Yash Ramchandra Atole
Sr No-15, Vitthal Nagar
Hadapsar, Pune – 411028.

Sub:- Appointment Letter for the post of Accountant Assistant.

Dear Yash Ramchandra Atole,

With reference to your interview for the subject post, we are pleased to appoint you as Accountant Assistant, at B. N. Mandhare & Associates (Chartered Accountant), Bajirao Road, Pune -411002, on a consolidated monthly salary of Rs.15000/-(Rs.Fifteen Thousand only).

You are requested to report on 01.11.2021 in the said office for joining your duties accordingly.

Kindly sign the appended copy of this letter in token of accepting this offer.

Thanking You.

B.N.MANDHARE & ASSOCIATES
CHARTERED ACCOUNTANT

Scanned with OKEN Scanner

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AD Engineers

AD engineers

4TH FLOOR, 20 OAKS, FLAT NO. 8, MAYUR COLONY,
S.No. 135(P)+ 136(P), Near New Ajinta Avenue,
Kothrud, PUNE - 411038. Tel: 020-25453166

No. ADE/ DEV/ 02/ 715

Dated: 15. 06. 2021.

To,

Mr. Sourav Kiran Dixit
At - Warje, Pune

Sub: Appointment as a Jr. Manager (Accounts & finance).

Ref: Your interview dated on 08.06.2021

Dear Sir,

We are pleased to inform you that you are appointed as a Jr. Manager (Accounts & finance) in our organization from the terms and conditions of your appointment shall be as under:

1. Your appointment is on the basis of probation period, initially for six months. On satisfactory completion of probation you are likely to be confirmed in our organization.

2. Your consolidated monthly salary will be Rs.15,000/- (Rs. Fifteen Thousand Only) including all allowances, expenses etc. Necessary deductions will be made from the salary as and when applicable. Your salary will be based on the attendance record received by us on or before 3rd day of every month. In absence of attendance record from you on time, release of payment may be delayed.

3. Your appointment is based at Pune (Head Office).

4. The duties to be performed for this post are generally, Design of Distribution system right from planning and up to preparation of earthwork and lining estimates of canal, Distributaries and Minors etc.

5. You have to maintain the performance of the works allotted and submit the weekly progress report to Engineer-in-charge

6. For the work if you required travelling out of the above jurisdiction, actual expenses will be paid as per organizationrules in force from time to time.

7. After successful completion of probation period, you will avail leaves, with prior approval of HOD. Besides this you are entitled to enjoy maximum of 10 public holidays per year.

8. You shall observe at most secrecy in connections with the matter of the company and shall not disclose any information whatsoever to any person, nor you will utilize, disclose or divulge such details to any person(s).Trade secrets or know-how and various developments of sites, names of the customers etc. of the company shall also be treated as a confidential matter. Else your service will be terminated without any notice.

A. D. ENGINEERS PUNE

9. You are required to strictly obey and follow the rules and regulations of the company in force time to time, including any amendments thereof applicable to the place of posting. You are required to discharge the duties with full dedications, punctuality, confidence and accountability.

10. In the event of any misconduct or any breach of the terms and conditions or non performance of duties assigned to work hereof by you, the company will be at liberty to terminate your services with/without giving any notice or any reasons whatsoever or payment in lieu of the same.

11. The notice period of discontinue of service will be one month on either side thereafter.

12. You will work with full concentration and positive attitude and always contribute for growth of the organization. You shall serve the company loyally and honestly and will perform the duties assigned diligently. You shall follow self discipline of work and attendance culture at site without any breach of trust.

We expect that you will serve our organization for a longer period and will deliver the quality continuously in good health and spirit.

In case the above terms and conditions are acceptable to you, please return the duplicate copy of this letter after your signature is taken on it.

We welcome you to A. D. Engineers and look forward to your growth with the company.

Thanking you,

Yours faithfully,
For A. D. Engineers- Pune

A. D. ENGINEERS PUNE

S.I. Angadi
(Authorized Signatory)*

I have read all the clauses of the above appointment letter and accept the same.

Name: **Mr. Sourav Kiran Dixit**

Signature

Offer: BUSINESS PROCESS SERVICES
Ref: TCSL/DT20229533309/Mumbai/BPS/BTN
Date: 17/08/2022

Ms. Poojs Sanjeev Jatal
At. Post Bhatangli, Latur
Latur Road
Latur
Latur-413531
Maharashtra
Tel# 91-9766747625

Dear Ms. Poojs Sanjeev Jatal,

Sub: Letter of Offer and Terms of Traineeship

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **13,750/-** per month.You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

Kindly confirm your acceptance of this traineeship by proposing your date of joining and signing Annexure 1. If not accepted within 7 days of receipt, this offer is liable to lapse at the discretion of the Company. You may handover your acceptance letter to the HR Officer/ Induction Officer at any of our offices.

After you accept this letter of traineeship and clear the medical check-up, and background check you will be given a letter of appointment as a trainee indicating the details of your joining date and initial place of posting after completing joining formalities as per company policy.

TCS decision of releasing the Offer of Traineeship and allowing you to join the organization before completion of your final Graduation examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the condition specified in the Terms of Traineeship under clause 'Pre-requisites of Traineeship'. The status of your Graduation completion will be reviewed periodically. The Management reserves the right to revoke this Offer of Traineeship if it is later established that you could not successfully complete your Graduation without any pending arrears/backlogs.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079
Ph.: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

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OTHER BENEFITS

1. **Health Insurance Scheme**
   TCSL brings the benefit of health insurance cover to you and your dependents under the company's Health Insurance Scheme (HIS). You are automatically covered under a default HIS Plan.

   You have the flexibility to choose a plan which is higher than the existing default plan, by paying the applicable additional premium plus Service Tax, in which case the below benefits can be availed:

   a) Domiciliary Cover: This is a provision to cover the cost incurred towards any domiciliary treatment up to a specified limit for each insured person per annum.

   b) Base Cover: This is a provision to cover the cost incurred on hospitalization treatments up to a specified limit for each insured person per annum.

   c) Floater Cover: This benefit covers the hospitalization expenses incurred over and above the basic hospitalization cover limit. This is a family floater cover for you and your enrolled dependents.

   The total premium is split between Base Cover and Floater Cover Premium as per the plan applicable.

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

   ii. Floater Cover Premium: Towards Floater cover is to be borne by you.

   *Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail . For further details, please refer to the policy document

2. **Professional Memberships:**
   You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

3. **Social Security - Employees' State Insurance:**
   The company will contribute 3.25% of your stipend or such amount as determined by law towards ESI contribution till you remain covered under Employee's State Insurance Act, 1948.

4. **Compensation Benefits under ESI Act / Employees' Compensation Act:**
   If you are covered under Employees State Insurance Act (ESI Act), 1948 you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

   If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of death / disablement arising out of and in the course of employment as per the benefits under the Company's Afterlife Benefit Policy / Personal accident insurance scheme, whichever is applicable. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

   * Inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESIC Act

5. **Night Shift Stipend:**
   Trainees assigned to night shifts for training would be eligible for a Night Shift Stipend of Rs. **200/-** per shift as per the company policy.

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Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
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6. **Process Specific Stipend:**
Based on your allocation, to a process and on account of the process complexity involved, you may be eligible for additional process specific stipend, as defined by the Company.

TERMS OF TRAINEESHIP

1. **Traineeship Pre-requisites**
Your appointment as a Trainee / Apprentice under the model / certified Standing Order will be subject to successful completion of your graduation examination without any pending arrears / back logs during the entire course duration.

   It is clearly understood, agreed and made abundantly clear that in case you do not successfully clear your graduation your traineeship with TCSL will be discontinued without any notice or notice pay

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

2. **Traineeship Period:**
During the period of your training of 12 months, you may be required to undergo classroom and on the job training. During this period, you may be appraised to evaluate your performance and if your performance is found to be satisfactory, you may be absorbed / appointed in the regular employment of the Company at its sole discretion.

   It is hereby specifically clarified that the Company is under no obligation whatsoever to absorb / appoint you on regular basis upon successful completion of your training period of 12 months. You shall not be deemed to have been absorbed / appointed in the regular employment of the company, unless & until you receive a written communication in this regard from the Company.

   If your performance is found unsatisfactory, TCSL may terminate your traineeship forthwith by giving you 30 calendar days' notice in writing or payment of stipend for 30 calendar days in lieu thereof.

   If you remain on unauthorized absence for a consecutive period of 3 days during the training programme without authorisation or intimation, a presumption shall arise that you have abandoned your traineeship and the company shall be entitled to disqualify and disentitle you forthwith for any further training and your name is liable to be automatically stand discontinued from the list of ILP trainees without any further intimation / separate communication to you.

3. **Hours of Training:**
You may be required to undergo training in shifts and / or in extended training hours as permitted by law.

4. **Leave:**
You will be entitled for leaves as per the company's policy.

5. **Transport:**
TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. TCS employees living beyond these boundaries would be required to make their own arrangements and the routes are predetermined and not permitted to be varied under any circumstances. The company will make appropriate provisions for those working in night shift as permitted by law/ policy.

6. **Alternative Occupation / Traineeship:**

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Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

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Regd. Office :
Plot No. H-P-I, H Block, MIDC.,
Pimpri, Pune 411 018.
E-mail : agroavishkar@gmail.com
Web : www.avishkaragro.com

avishkar
AGRO TECHNOLOGY LLP

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Ref:-

Date – 01.12.2021

To,

Miss. Aishwarya Maheshsinh Rajput,

LETTER OF APPOINTMENT

1. With reference to your application dated **20.11.2021** and subsequent interview , we are pleased to inform that you are selected for employment as **Production executive** in our organisation on the following terms and conditions:
   a) Your designation will be **Production executive**
   b) **Reporting:** You will be accountable to **Plant Manager** or to any other person as authorised by the management.
   c) You will be on probation for period of **6 months** w.e.f. **01.12.2021** which may be extended or determined earlier at the discretion of the management .Unless confirmed in writing, you will be deemed as probationer, even after the expiry of the initial or extended period of probation.
   d) During your probation period, your CTC will be **Rs. 13182.00 (Rupees Thirteen thousand one hundred eighty two only)** per month. You will also be eligible for contributory provident fund as per the rules. The perquisites applicable to you are subject to alteration and amendment, and you will be entitled to the same as per the rules of the company. In accordance with the standard practice of the company, you are expected to keep your remuneration and other terms & condition of your employment quite confidential. The breakup of the salary is attached in Annexure II
   e) **Statutory deductions** of TDS, Profession Tax and Provident Fund will be applicable as per rules.
   f) **Scope of work and Job responsibility:** You will work accordingly to job responsibility related to your post as per annexure I attached.
   g) **Accommodation:** In the event you are required to reside in the accommodation provided by the company, you would not be entitled to house rent allowance during such period. You would sign separate undertaking pertaining to contractual relationship for your stay in the accommodation.
   h) You would be confirmed in the services of the organisation after objective assessment of your performance during your probation period. After confirmation in the services of the organisation, you placed in suitable grade and pay-scale.

2. All other terms and conditions of services applicable to employees of company will be applicable to you.

b) **Supervision**: You will work under the supervision of such officers as may be declared upon by the Management from time to time. You shall diligently and satisfactorily carry out instructions given to you by your superior in connection with the work assigned to you to the best of your potentialities, skill and ability. Also, you shall abide by the instructions and directions issued to you from time to time verbally or in writing by your superiors directly or by pasting a notice on the notice board of the Company. In case you have any reservation about obeying any order it will be obligatory upon you to obey the order first and then represent any grievance to your immediate Head. No representation shall however be entertained unless you have carried out the orders given to you.

c) You will be eligible for ½ day casual leave per month. You will also be eligible for 6 paid holidays during a calendar year.

d) **Compensatory off**: You may be required to attend duty depending upon the exigency of the work. In the event you are required to work on a weekly off day or a notified holiday, a compensatory off could be given to you as per the rules and regulations of the shops and establishment act.

e) **Duty Hours and Shift Working** - Your duty hours would be eight & half hours inclusive of lunch break for all working days excluding your weekly off day. You would be required to work in shifts as per the duty roaster and / or as per the requirement of organisation.

f) You will be bound by rules and regulations in regard to **general conduct and discipline.**

g) **Rules and regulations**: During your services with the company, your services will be governed by the applicable rules and regulations / office orders / code of conduct and company policies & procedures etc. framed by the company from time to time. In case of violation or breach of any of the rules, regulations, code of conduct, office orders, policies and procedures etc. or found indulged in any misconduct as stated in all above, the appropriate disciplinary action shall be initiated against you in accordance with the applicable legal Acts and laws. You will strictly adhere to rules & regulations of the company & shall not act in any manner, which may harm directly or indirectly or otherwise, the reputation of the organisation.

h) **Transfer of service:** However, during the period of your employment, you are liable to be transferred from one unit/ department/ branch / factory / place/ establishment to another unit/ department/ branch /factory / place / any other subsidiary or joint venture or such other institute as per the requirement discretion of the management in India or abroad either in existence or which may come in existence hereinafter either at the place of the posting or at any place where the Management may establish/ open its branch/ office/ works later on. Upon such transfer, the rules and regulations of service and terms and condition of employment as applicable to such post or at the place of transfer will become applicable to you.

i) **Conflict of interest / Co employment**:

i) Your appointment in 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, business or profession for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly (except as shareholders or debenture holders of parent companies) in any other trade or business during your employment with the company, without written permission from the Company. Similarly you will not disclose or handover any information regarding the business or production technique / process / method etc. without written consents from the Management.

Prasad

ii) You shall not render your services (whether as an employee/advisor/consultant or in to a competitor company or its agents, associates and group companies, for a period 12 months from the date of cessation of your services with the organization.

j) You would be sent on deputation to any other institute for training either in India or abroad as per requirement of the company. In such an event you would not be entitled to any other compensation for such duration of time.

k) **Correspondence:**

i. Your address noted above shall be treated as your address for correspondence. You shall keep the management informed with any change in your postal address, otherwise the last address communicated by you to the company or available in the company's record will be deemed as your postal address for the purpose of all communications from the Management. You will not refuse to accept any communication delivered to you by hand or through registered post or by courier etc. Such refusal will be considered as misconduct.

ii. Any notice, memo or other communication required or permitted hereunder by either party shall be effective and shall be deemed to be received,

A) Upon delivery when delivered by hand. (Refusal to receive any communication sought to be delivered personally will amount to insubordination)

B) Upon delivery, if sent by an express courier with a reliable system for tracking delivery to the address as mentioned hereinabove.

C) Sent by certified or registered mail, postage, return receipt requested, to the address as mentioned hereinabove.

D) Upon delivery if sent to the email address mentioned on the employment application form of the candidate.

E) Upon verbal communication or SMS sent on the Mobile contact number provided by parties.

iii. During your employment with the Company, management may use your personal Email ID for any official communications which will be deemed lawful communication to you.

l) During your employment, annual / periodic medical check up shall be done by the company by registered medical officer / practitioner and that you would continue the employment provided you are physically & mentally fit & not suffering from any incurable contagious disease.

m) **Retirement:** You will automatically retire from the services of the company without any notice on your reaching the age of 60 years. The Management reserves the right to retire you from the service at any time if you are found to be medically unfit. The date of your birth communicated by you in the employment form and other proofs submitted in support and admitted by us as correct shall be the basis of calculation of your retirement date from the services of the company.

n) **Termination /Notice period:**

i) Your services are liable to be terminated at any time during or extended or end of the probation period at the sole discretion of the management without assigning any reason or without notice or payment in lieu thereof.

ii) After confirmation, your services are liable for termination on giving three months notice without assigning any reason. Similarly, you will be at liberty to resign from the services of the company after giving three months notice in writing to the company. Alternatively salary in lieu of the aforesaid notice period may be given by either party. Please note that

Prasad

during the notice period, no leave without pay shall be availed and the notice period shall be increased for the number of leaves without pay availed.

iii) In case of you remain absent from your duty without prior sanction of leaves continuously for 8 days or more, you shall be deemed to have abandoned the services of the Company without any notice to this effect and accordingly you shall be liable to lose your lien on the job.

iv) In case you are found indulging in any act causing financial loss or adversely affecting the goodwill of the company.

v) In case notice pay (salary in lieu of notice) is payable by either party, the notice pay shall mean the gross compensation which does not include the cash equivalent of any perquisites.

o) **Confidentiality and code of conduct:** Confidentiality and Code of Conduct as per Annexure - III, duly signed by you and the company's authorized signatory is the integral part of this appointment letter.

p) **Statement of facts:** If during the period of your employment at any time it is found that the information supplied in your application or Bio-data form, submitted by you in our company is false, misleading or incorrect wholly or partially, the Management will be at full liberty to terminate your services without giving any notice or payment in lieu of notice.

q) The terms and conditions of your employment other than elaborated above shall be notified, modified & altered periodically by the organisation.

r) **Governing law and disputes resolution:**

In the event of any kind arising out of appointment terms and conditions and the code of conduct duly understood and signed by the appointee or in connection with the breach of this agreement or code of conduct by the appointee, the company shall try to resolve or settle such dispute through mutual discussion and negotiations and decision of management of Avishkar Agro Technology will be final.

If no settlement can be reached through mutual discussion and negotiations within 10 days, then such disputes as mentioned in the above para shall be settled exclusively and finally by arbitration by the sole Arbitrator who shall be appointed by management of Avishkar Agro Technology. The decision of the management of Avishkar Agro Technology for appointment of the arbitrator shall be final and shall not be subject matter of arbitration or any other opposition and jurisdiction for this purpose shall be state of Maharashtra Only. The arbitration award delivered by the sole Arbitrator shall be final and binding on both parties. The award rendered may be entered and enforced in the courts of Pune having Jurisdiction.

3. **Procedures to be completed before joining duties:**
   a) You are required to undergo **Medical Examination** in hospitals / pathology labs nominated by us and submit medical reports and fitness certificate to HR department before joining duties.
   b) You would provide detailed information with respect to your residential address residential address and information about legal heir, all relevant documents to prove your date of birth, educational and experience credentials. No dues certificate from your previous employer and two references for our documentation should be submitted to HR department.
4. You are expected to join on **01.12.2021** at **09.00 AM** at Avishkar Agro Technology LLP, Wai, Dist – Satara, PIN -412803 and report to Managing director for further instructions.
5. If the above terms and conditions are acceptable to you, we welcome you to our organisation and look forward for long and satisfying association for mutual benefits.

6. Please return to us the duplicate copy of this letter duly signed by you in token of your acceptance of appointment.
7. In case you do not join by due date, the letter of appointment be treated as cancelled.

We are running this institution with intention of social obligation also & providing prompt services to the customer. Thus, it is very evident that we all have to be responsive, caring & compassionate towards customer. It demands a high degree of presentation, hygiene, cleanliness & neatness. We count on your capabilities & ownership & sense of belongingness to the institution & count on your continued support & vibrancy.

We welcome you to the organisation and expect you to closely work with us for the best possible services. Please sign the duplicate copy of the appointment letter and return to us as a token of your acceptance of the above terms and conditions.

Wishing you all the best,

Authorised signatory
Avishkar Agro Technology LLP

Avishkar Agro Technology LLP

ACCEPTANCE

I, Aishwarya Rajput have read and understood the terms and conditions of employment (on probation) set out herein above in this letter and I hereby accept all these terms and condition and agree by them.

Further, I agree that my services are liable to be terminated without notice if at any time I am found to have concealed any material information or having given any false details in my application or resume.

Signature:

Name: Aishwarya Rajput.

Date:

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Nspiresoft
Delivering Ideas

Office No. 201, Mahaveer Corner, Opp. Swami Vivekanand Garden
Kakde Nagar Rd, Kapil Nagar, Kondhwa Bk, Pune - 48.
hr@nspiresoft.com www.nspiresoft.com
+91 7066317006

To,
Mr.Siddharth Rokade,
Home Colony,
Karve Nagar, Pune

Date: 16.02.2024

OFFER LETTER

Dear Mr.Siddharth Rokade,

Congratulations!!!

We are pleased to offer you the position of **"Digital Marketing Executive"** on full time basis in our organization under the terms and conditions mutually agreed in the interview you had with us and your compensation will be entitled to receive fixed Pay **Rs.13,000/-** per month w.e.f 04.03.2024.

A detail letter with the terms & conditions of appointment will be issued to you on the day of your joining subject to complying of the joining formalities.

You are requested to submit the copies of documents as mentioned in the list enclosed with the offer letter on your joining day along with originals for verification as the process of joining formalities.

Please understand that incase if any discrepancy is found in the documents submitted or under verification process, the offer of employment will be automatically revoked and your appointment with the organization cancelled.

Please note that you will be initially on probations for a period of 3 (Three) months. After the expiry of probation period, if you are found suitable by the company, you will be confirmed in your appointment.

The following document to be submitted on the day of joining:

1. Educational Certificates: SSC, HSC, Graduation & Post-Graduation.
2. Copy of School Leaving Certificate
3. Certificate if you have done any other professional certification course.
4. All the past Experience Certificates / Relieving Letter and Previous employer proof of compensation. (Last 3 month)
5. Residential Proof (Aadhar Card/Ration Card/Electricity Bill/Passport/Voter ID).
6. Identity Proof (Aadhar Card/Pan Card/Voter ID/Passport/Driving License).
7. 3 Passport size Photographs.
8. Bank Account/ Passbook details (Xerox)

Note: ORIGINAL documents for verification are must at the time of joining.

In token of your acceptance of the above offer, please sign and return the duplicate of this letter.
Kindly bring the photocopy of this letter on the day of joining.

*Terms and Conditions apply for any queries please get in touch with HR.

Any changes in the policy will be under management's discretion.

Signed copy of the Offer Letter as having understood and accepted the terms of employment with Nspiresoft LLP.

Thanking you,

Yours truly,
For Nspiresoft LLP,

CANDIDATE NAME: Mr.Siddharth Rokade

SIGNATURE **DATE: 16.02.2024**

Regd. Office :
Plot No. H-P-I, H Block, MIDC.,
Pimpri, Pune 411 018.
E-mail : agroavishkar@gmail.com
Web : www.avishkaragro.com

avishkar
AGRO TECHNOLOGY LLP

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Ref:-

Date – 01.12.2021

To,

Miss. Sonali Sanjay Tarate

LETTER OF APPOINTMENT

1. With reference to your application dated **20.11.2021** and subsequent interview , we are pleased to inform that you are selected for employment as **Production executive** in our organisation on the following terms and conditions:
   a) Your designation will be **Production executive**
   b) **Reporting:** You will be accountable to **Plant Manager** or to any other person as authorised by the management.
   c) You will be on probation for period of **6 months** w.e.f. **01.12.2021** which may be extended or determined earlier at the discretion of the management .Unless confirmed in writing, you will be deemed as probationer, even after the expiry of the initial or extended period of probation.
   d) During your probation period, your CTC will be **Rs. 13182.00 (Rupees Thirteen thousand one hundred eighty two only)** per month. You will also be eligible for contributory provident fund as per the rules. The perquisites applicable to you are subject to alteration and amendment, and you will be entitled to the same as per the rules of the company. In accordance with the standard practice of the company, you are expected to keep your remuneration and other terms & condition of your employment quite confidential. The breakup of the salary is attached in Annexure II
   e) **Statutory deductions** of TDS, Profession Tax and Provident Fund will be applicable as per rules.
   f) **Scope of work and Job responsibility:** You will work accordingly to job responsibility related to your post as per annexure I attached**.**
   g) **Accommodation:** In the event you are required to reside in the accommodation provided by the company, you would not be entitled to house rent allowance during such period. You would sign separate undertaking pertaining to contractual relationship for your stay in the accommodation.
   h) You would be confirmed in the services of the organisation after objective assessment of your performance during your probation period. After confirmation in the services of the organisation, you placed in suitable grade and pay-scale.

2. All other terms and conditions of services applicable to employees of company will be applicable to you.
   a) You will be required to wear uniform on person assigned to you, display identity card while on duty.

b) **Supervision**: You will work under the supervision of such officers as may be declared upon by the Management from time to time. You shall diligently and satisfactorily carry out instructions given to you by your superior in connection with the work assigned to you to the best of your potentialities, skill and ability. Also, you shall abide by the instructions and directions issued to you from time to time verbally or in writing by your superiors directly or by pasting a notice on the notice board of the Company. In case you have any reservation about obeying any order it will be obligatory upon you to obey the order first and then represent any grievance to your immediate Head. No representation shall however be entertained unless you have carried out the orders given to you.

c) You will be eligible for ½ day casual leave per month. You will also be eligible for 6 paid holidays during a calendar year.

d) **Compensatory off:** You may be required to attend duty depending upon the exigency of the work. In the event you are required to work on a weekly off day or a notified holiday, a compensatory off could be given to you as per the rules and regulations of the shops and establishment act.

e) **Duty Hours and Shift Working** - Your duty hours would be eight & half hours inclusive of lunch break for all working days excluding your weekly off day. You would be required to work in shifts as per the duty roaster and / or as per the requirement of organisation.

f) You will be bound by rules and regulations in regard to **general conduct and discipline.**

g) **Rules and regulations**: During your services with the company, your services will be governed by the applicable rules and regulations / office orders / code of conduct and company policies & procedures etc. framed by the company from time to time. In case of violation or breach of any of the rules, regulations, code of conduct, office orders, policies and procedures etc. or found indulged in any misconduct as stated in all above, the appropriate disciplinary action shall be initiated against you in accordance with the applicable legal Acts and laws. You will strictly adhere to rules & regulations of the company & shall not act in any manner, which may harm directly or indirectly or otherwise, the reputation of the organisation.

h) **Transfer of service:** However, during the period of your employment, you are liable to be transferred from one unit/ department/ branch / factory / place/ establishment to another unit/ department/ branch /factory / place / any other subsidiary or joint venture or such other institute as per the requirement discretion of the management in India or abroad either in existence or which may come in existence hereinafter either at the place of the posting or at any place where the Management may establish/ open its branch/ office/ works later on. Upon such transfer, the rules and regulations of service and terms and condition of employment as applicable to such post or at the place of transfer will become applicable to you.

i) **Conflict of interest / Co employment**:

i) Your appointment in 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, business or profession for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly (except as shareholders or debenture holders of parent companies) in any other trade or business during your employment with the company, without written permission from the Company. Similarly you will not disclose or handover any information regarding the business or production technique / process / method etc. without written consents from the Management.

Prasad

ii) You shall not render your services (whether as an employee/advisor/consultant or in to a competitor company or its agents, associates and group companies, for a period 12 months from the date of cessation of your services with the organization.

j) You would be sent on deputation to any other institute for training either in India or abroad as per requirement of the company. In such an event you would not be entitled to any other compensation for such duration of time.

k) **Correspondence:**

i. Your address noted above shall be treated as your address for correspondence. You shall keep the management informed with any change in your postal address, otherwise the last address communicated by you to the company or available in the company's record will be deemed as your postal address for the purpose of all communications from the Management. You will not refuse to accept any communication delivered to you by hand or through registered post or by courier etc. Such refusal will be considered as misconduct.

ii. Any notice, memo or other communication required or permitted hereunder by either party shall be effective and shall be deemed to be received,

A) Upon delivery when delivered by hand. (Refusal to receive any communication sought to be delivered personally will amount to insubordination)

B) Upon delivery, if sent by an express courier with a reliable system for tracking delivery to the address as mentioned hereinabove.

C) Sent by certified or registered mail, postage, return receipt requested, to the address as mentioned hereinabove.

D) Upon delivery if sent to the email address mentioned on the employment application form of the candidate.

E) Upon verbal communication or SMS sent on the Mobile contact number provided by parties.

iii. During your employment with the Company, management may use your personal Email ID for any official communications which will be deemed lawful communication to you.

l) During your employment, annual / periodic medical check up shall be done by the company by registered medical officer / practitioner and that you would continue the employment provided you are physically & mentally fit & not suffering from any incurable contagious disease.

m) **Retirement:** You will automatically retire from the services of the company without any notice on your reaching the age of 60 years. The Management reserves the right to retire you from the service at any time if you are found to be medically unfit. The date of your birth communicated by you in the employment form and other proofs submitted in support and admitted by us as correct shall be the basis of calculation of your retirement date from the services of the company.

n) **Termination /Notice period:**

i) Your services are liable to be terminated at any time during or extended or end of the probation period at the sole discretion of the management without assigning any reason or without notice or payment in lieu thereof.

ii) After confirmation, your services are liable for termination on giving three months notice without assigning any reason. Similarly, you will be at liberty to resign from the services of the company after giving three months notice in writing to the company. Alternatively salary in lieu of the aforesaid notice period may be given by either party. Please note that

during the notice period, no leave without pay shall be availed and the notice period shall be increased for the number of leaves without pay availed.

iii) In case of you remain absent from your duty without prior sanction of leaves continuously for 8 days or more, you shall be deemed to have abandoned the services of the Company without any notice to this effect and accordingly you shall be liable to lose your lien on the job.

iv) In case you are found indulging in any act causing financial loss or adversely affecting the goodwill of the company.

v) In case notice pay (salary in lieu of notice) is payable by either party, the notice pay shall mean the gross compensation which does not include the cash equivalent of any perquisites.

o) **Confidentiality and code of conduct:** Confidentiality and Code of Conduct as per Annexure - III, duly signed by you and the company's authorized signatory is the integral part of this appointment letter.

p) **Statement of facts:** If during the period of your employment at any time it is found that the information supplied in your application or Bio-data form, submitted by you in our company is false, misleading or incorrect wholly or partially, the Management will be at full liberty to terminate your services without giving any notice or payment in lieu of notice.

q) The terms and conditions of your employment other than elaborated above shall be notified, modified & altered periodically by the organisation.

r) **Governing law and disputes resolution:**

In the event of any kind arising out of appointment terms and conditions and the code of conduct duly understood and signed by the appointee or in connection with the breach of this agreement or code of conduct by the appointee, the company shall try to resolve or settle such dispute through mutual discussion and negotiations and decision of management of Avishkar Agro Technology will be final.

If no settlement can be reached through mutual discussion and negotiations within 10 days, then such disputes as mentioned in the above para shall be settled exclusively and finally by arbitration by the sole Arbitrator who shall be appointed by management of Avishkar Agro Technology. The decision of the management of Avishkar Agro Technology for appointment of the arbitrator shall be final and shall not be subject matter of arbitration or any other opposition and jurisdiction for this purpose shall be state of Maharashtra Only. The arbitration award delivered by the sole Arbitrator shall be final and binding on both parties. The award rendered may be entered and enforced in the courts of Pune having Jurisdiction.

3. **Procedures to be completed before joining duties:**
   a) You are required to undergo **Medical Examination** in hospitals / pathology labs nominated by us and submit medical reports and fitness certificate to HR department before joining duties.
   b) You would provide detailed information with respect to your residential address residential address and information about legal heir, all relevant documents to prove your date of birth, educational and experience credentials. No dues certificate from your previous employer and two references for our documentation should be submitted to HR department.
4. You are expected to join on **01.12.2021** at **09.00 AM** at Avishkar Agro Technology LLP, Wai, Dist – Satara, PIN -412803 and report to Managing director for further instructions.
5. If the above terms and conditions are acceptable to you, we welcome you to our organisation and look forward for long and satisfying association for mutual benefits.

5. If the above terms and conditions are acceptable to you, we welcome you to our organisation and look forward for long and satisfying association for mutual benefits.
6. Please return to us the duplicate copy of this letter duly signed by you in token of your acceptance of appointment.
7. In case you do not join by due date, the letter of appointment be treated as cancelled.

We are running this institution with intention of social obligation also & providing prompt services to the customer. Thus, it is very evident that we all have to be responsive, caring & compassionate towards customer. It demands a high degree of presentation, hygiene, cleanliness & neatness. We count on your capabilities & ownership & sense of belongingness to the institution & count on your continued support & vibrancy.

We welcome you to the organisation and expect you to closely work with us for the best possible services. Please sign the duplicate copy of the appointment letter and return to us as a token of your acceptance of the above terms and conditions.

Wishing you all the best,

Authorised signatory
Avishkar Agro Technology LLP

Avishkar Agro Technology LLP

ACCEPTANCE

I, Sonali Tarate have read and understood the terms and conditions of employment (on probation) set out herein above in this letter and I hereby accept all these terms and condition and agree by them.

Further, I agree that my services are liable to be terminated without notice if at any time I am found to have concealed any material information or having given any false details in my application or resume.

Signature: Starate

Name: Sonali Tarate

Date:

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Offer: BUSINESS PROCESS SERVICES
Ref: TCSL/DT20219078307/Pune/BPS/BTN
Date: 07/12/2021

Ms. Ashwini Rajabhau Kankale
Pethkar Galli Near Balaji Mandir At Post Nandura Tal Nandura
Pethkar Galli
Near Balaji Mandir
Nandura-443404
Maharashtra
Tel# -

Dear Ms. Ashwini Rajabhau Kankale,

Sub: Letter of Offer and Terms of Traineeship

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **11,250/-** per month.You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

Kindly confirm your acceptance of this traineeship by proposing your date of joining and signing Annexure 1. If not accepted within 7 days of receipt, this offer is liable to lapse at the discretion of the Company. You may handover your acceptance letter to the HR Officer/ Induction Officer at any of our offices.

After you accept this letter of traineeship and clear the medical check-up, and background check you will be given a letter of appointment as a trainee indicating the details of your joining date and initial place of posting after completing joining formalities as per company policy.

TCS decision of releasing the Offer of Traineeship and allowing you to join the organization before completion of your final Graduation examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the condition specified in the Terms of Traineeship under clause 'Pre-requisites of Traineeship'. The status of your Graduation completion will be reviewed periodically. The Management reserves the right to revoke this Offer of Traineeship if it is later established that you could not successfully complete your Graduation without any pending arrears/backlogs.

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OTHER BENEFITS

1. **Health Insurance Scheme**
   TCSL brings the benefit of health insurance cover to you and your dependents under the company's Health Insurance Scheme (HIS). You are automatically covered under a default HIS Plan.

   You have the flexibility to choose a plan which is higher than the existing default plan, by paying the applicable additional premium plus Service Tax, in which case the below benefits can be availed:

   a) Domiciliary Cover: This is a provision to cover the cost incurred towards any domiciliary treatment up to a specified limit for each insured person per annum.

   b) Base Cover: This is a provision to cover the cost incurred on hospitalization treatments up to a specified limit for each insured person per annum.

   c) Floater Cover: This benefit covers the hospitalization expenses incurred over and above the basic hospitalization cover limit. This is a family floater cover for you and your enrolled dependents.

   The total premium is split between Base Cover and Floater Cover Premium as per the plan applicable.

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

   ii. Floater Cover Premium: Towards Floater cover is to be borne by you.

   *Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail . For further details, please refer to the policy document

2. **Professional Memberships:**
   You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

3. **Social Security - Employees' State Insurance:**
   The company will contribute 4.75% of your stipend or such amount as determined by law towards ESI contribution till you remain covered under Employee's State Insurance Act, 1948.

4. **Compensation Benefits under ESI Act / Employees' Compensation Act:**
   If you are covered under Employees State Insurance Act (ESI Act), 1948 you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

   If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of death / disablement arising out of and in the course of employment as per the benefits under the Company's Afterlife Benefit Policy / Personal accident insurance scheme, whichever is applicable. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

   * Inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESIC Act

5. **Night Shift Stipend:**
   Trainees assigned to night shifts for training would be eligible for a Night Shift Stipend of Rs. **200/-** per shift as per the company policy.

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6. **Process Specific Stipend:**
Based on your allocation, to a process and on account of the process complexity involved, you may be eligible for additional process specific stipend, as defined by the Company.

TERMS OF TRAINEESHIP

1. **Traineeship Pre-requisites**
Your appointment as a Trainee / Apprentice under the model / certified Standing Order will be subject to successful completion of your graduation examination without any pending arrears / back logs during the entire course duration.

It is clearly understood, agreed and made abundantly clear that in case you do not successfully clear your graduation your traineeship with TCSL will be discontinued without any notice or notice pay

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

2. **Traineeship Period:**
During the period of your training of 12 months, you may be required to undergo classroom and on the job training. During this period, you may be appraised to evaluate your performance and if your performance is found to be satisfactory, you may be absorbed / appointed in the regular employment of the Company at its sole discretion.

It is hereby specifically clarified that the Company is under no obligation whatsoever to absorb / appoint you on regular basis upon successful completion of your training period of 12 months. You shall not be deemed to have been absorbed / appointed in the regular employment of the company, unless & until you receive a written communication in this regard from the Company.

If your performance is found unsatisfactory, TCSL may terminate your traineeship forthwith by giving you 30 calendar days' notice in writing or payment of stipend for 30 calendar days in lieu thereof.

If you remain on unauthorized absence for a consecutive period of 3 days during the training programme without authorisation or intimation, a presumption shall arise that you have abandoned your traineeship and the company shall be entitled to disqualify and disentitle you forthwith for any further training and your name is liable to be automatically stand discontinued from the list of ILP trainees without any further intimation / separate communication to you.

3. **Hours of Training:**
You may be required to undergo training in shifts and / or in extended training hours as permitted by law.

4. **Leave:**
You will be entitled for leaves as per the company's policy.

5. **Transport:**
TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. TCS employees living beyond these boundaries would be required to make their own arrangements and the routes are predetermined and not permitted to be varied under any circumstances. The company will make appropriate provisions for those working in night shift as permitted by law/ policy.

6. **Alternative Occupation / Traineeship:**

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During the period of your traineeship at TCSL, you are not permitted to undertake any other traineeship, employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of the company.

7. **Confidentiality, Data and Intellectual Property Protection:**
As part of the joining formalities, you are required to sign a Confidentiality, Data and IP Protection Terms, which aims to protect the intellectual property rights and business information of TCSL and its clients. The detailed Confidentiality, Data and IP Protection related terms and conditions are set out in Annexure 2

8. **Work in SBWS mode:**
TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

9. **TATA Code of Conduct:**
You are required to sign the TATA Code of Conduct and follow the same in your day to day conduct as a trainee of TCSL.

10. **Notice Period:**
You will have to give at least 30 calendar days' prior notice in writing before discontinuing your traineeship with the Company. The Company may discontinue your traineeship by giving you 30 calendar days' notice in writing or payment of stipend for 30 days in lieu thereof.

11. **Medical Test:**
You are required to undergo a pre-Traineeship medical check-up and obtain a fitness certificate from the registered medical practitioner/Doctor. This is a pre-condition for Traineeship. Please collect the medical check-up authorization letter from the company HR executive, at the time of submitting your written acceptance of this offer. To verify your identification, we request you to carry a photograph and a photo identification document issued by government like passport, PAN card, Election Card, Driving License etc. If you are a campus recruit, you may produce your current educational institute`s photo identification card in the absence of government photo identification document.

Retention of reasonable medical fitness is also a condition of Traineeship. The company also reserves the right to get yourself examined by a doctor at any time during your Traineeship and futher employment(if absorbed in Regular Employment) to ascertain your medical fitness. The opinion of the doctor appointed by the company shall be final and binding on both parties. Your failure, refusal or inability to appear for such medical examination will result in the determination of your Traineeship or Employment as the case may be without any notice or notice pay in lieu of notice.

Your Traineeship or further Employment (if absorbed in Regular Employment) is liable to be discontinued / terminated on account of your continued ill health or if you are found to be medically unfit for the job as may be certified by the company's doctor.

12. **Background Check:**
Your traineeship will be subject to a background check in line with the Company's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background checks are unfavorable or at a variance with your own

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declarations, your traineeship will be discontinued without any notice.

13. **Submission of Documents:**
At the time of your joining traineeship, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Standard X and XII Mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a Post-graduate)
- Birth Certificate / Proof of Age
- Passport
- 6 photographs - passport size
- An affidavit / notarised undertaking that there is no criminal offence registered/pending against you.

Your original documents will be returned to you after verification.

14. **Initial Learning Programme (ILP)**
On joining TCSL as Trainee, you will be given the benefit of formal & on the job training ("Initial Learning Programme") at the location, as identified, for such a period as TCSL may decide. The said training programme forms a critical part of your traineeship and is an ongoing process. TCSL continues to make investment on training and development of its trainees. This will be of immense value to you and a large part of ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

15. **Letter of Appointment**
Your will be issued a letter of appointment on your joining and after completing joining formalities as per TCSL policy

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

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

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

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

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

In case of oversees deputation, available privacy rights would be governed as per regulatory provisions and / or

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TCS policies/notice provided applicable at your overseas location.

17. **Terms and conditions:**
The above terms and conditions of traineeship are specific to your traineeship period in India.

18. **Rules and Regulations of the Company:**
Your traineeship will be governed by the policies, rules, regulations, practices, processes and procedures of the Company as applicable to you and the changes therein from time to time.

19. **Compliance to all clauses:**
You will be required to fulfill all the terms and conditions mentioned in this letter of offer of traineeship. Any failure to fulfill any term and /or condition and/or failure to clear any test successfully would entitle TCSL in withdrawing this letter of traineeship at its sole discretion.

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Withdrawal of Offer
If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in the Traineeship and this offer will be automatically withdrawn. Post acceptance of TCSL offer letter if you fail to join on the date provided in the TCSL joining letter, the offer will stand automatically terminated at the sole discretion of TCSL .

We look forward to having you in our global team.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP

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

Encl: Annexure 1: Acceptance
Annexure 2: Confidentiality, Data and Intellectual Property Protection Terms

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ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received the letter of offer and Terms of Traineeship ref No **TCSL/DT20219078307/Pune/BPS/BTN** on _____ (MMM/DD/YYYY).
I hereby accept this Offer and intend to join traineeship on:

Signature:

Name:

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Annexure 2

Confidentiality, Data and Intellectual Property Protection Terms

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

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

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

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

(d) Customer and prospective customer lists, and

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

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

3. **Intellectual Property Rights**
Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by

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TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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

5. **Use of third party material**
Associate expressly agrees that Associate shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS;

a) use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

b) Participate in any activity for creation (including conception, design, development, testing, implementation, support or marketing) of any Intellectual Property for or on behalf of TCS or its affiliates if Associate has been exposed, directly or indirectly, to any Third Party IP which is in the same subject area (such as research area, technology or application area) as, or which is same or similar to, the Intellectual Property or any portion thereof, to be so created, unless;

i) Associate has expressly declared to TCS in a prescribed form whether such exposure was owing to publically available information or under and subject to any agreement; AND

ii) TCS has expressly confirmed to the Associate that TCS has proper authorization or license or approval of the respective owner of such Third Party IP to use the same in Intellectual Property or portion thereof to be created and authorized in writing Associate's participation in such activity.

c) knowingly access, make reference to or use any Third Party IP (except as permitted under Section 5(a), directly or indirectly, during the period of association with the creation (conception, design, development, testing, implementation, support or marketing) of TCS Intellectual Property or portion thereof, which is in the same subject area of TCS Intellectual Property or which is same or similar to such TCS Intellectual Property or portion thereof being created. In case, Associate access or is exposed to any such Third Party IP during such association, Associate shall promptly bring it to the notice of TCS IP asset owner or TCS project manager in writing and immediately cease to participate in any such activity

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

6.2 Associate acknowledge and agree that in the course of, and as a result of his/her engagement with TCS, Associate will have access to, obtain or come across personal data or information of other TCS Associates or Clients, including without limitation, sensitive personal data or information (collectively "Personal Data and Information") within the meaning of the applicable Indian Law and Rules or any other applicable Law, directive or regulation anywhere in the world. In respect of any such Personal Data and Information accessed, obtained,

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acquired or processed by Associate for and on behalf of TCS, its affiliates or Clients, Associate undertake that he/she will:

(a) process the Personal Data and Information only on behalf of TCS, its Affiliates or Clients, as the case may be, and only on and in accordance with instructions received from the data controller from time to time;

(b) abide by such technical and organizational measures necessary to prevent the accidental or unlawful destruction or accidental loss, alteration, un-authorized disclosure or access to the Personal Data and Information;

(c) promptly (and in any event within 24 hours of awareness) bring to notice of TCS or its Affiliates, as the case may be, of any actual or suspected incident of unauthorized or accidental disclosure of, or access to, the Personal Data and Information or other breach of this section (a "Security Breach");

(d) promptly provide TCS with all information in Associate's notice, possession or control concerning any Security Breach and not make any public announcement regarding a Security Breach without TCS's prior written consent;

(e) not do, or omit to do, anything, which would cause TCS or any of its employees, officers or agents to be in breach of its obligations under any privacy or data protection policy, regulation or legislation;

(f) upon expiry or termination of Associate's engagement with TCS, return all copies of the Personal Data and Information to TCS in Associate's possession or control; and

(g) promptly bring to TCS notice of any request received from a data subject to have access to his/her Personal Data and Information or of any other communication relating to the access, use or processing of any Personal Data and Information (including any notice from the regulatory body) and fully co-operate and assist TCS in relation to any such request or communication.

6.3 Associate expressly consent that TCS and/or its affiliates may collect, use, transfer, retain or otherwise process Associate's Personal Data and Information in connection with his/her engagement with TCS, in accordance with the then / current TCS policies and procedures and applicable privacy and data protection legislation. TCS may use third party services or sub-contractors to collect or otherwise process Associate's Personal Data and Information for which TCS shall remain responsible for such third party services provider or sub-contractor's compliance with TCS's obligations hereunder.

7. **Working in SBWS Framework:**
Associate may be required to work in TCS offices or its Client's premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

a) Will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

b) Will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.

c) Will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

d) Will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Sahyadri Park, Plot No. 2 3, RGIP Phase III, Hinjawadi - Maan, Pune - 411 057
Tel: 91 20 6794 0000 Fax: 91 20 6794 0122 E-mail: tcs.pune@tcs.com, Website: http://www.tcs.com
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

e) Will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

f) Will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

g) Will not allow anybody to share the official asset being used.

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

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

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

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

(b)In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or any claim or liability of any party, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1996 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

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

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

(e)This Confidentiality, Data and IP Protection Terms may not be amended except in writing signed by authorized

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Sahyadri Park, Plot No. 2 3, RGIP Phase III, Hinjawadi - Maan, Pune - 411 057
Tel: 91 20 6794 0000 Fax: 91 20 6794 0122 E-mail: tcs.pune@tcs.com, Website: http://www.tcs.com
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

representatives of both parties.

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

Please complete and return these documents to the TCSL HR executive, within 7 days of receiving this offer.

This is to confirm that I have received the Letter of Offer on _____ .

I hereby accept this Offer and intend to join service on_____.

Name:

Address:

Signature:

Date:

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Sahyadri Park, Plot No. 2 3, RGIP Phase III, Hinjawadi - Maan, Pune - 411 057
Tel: 91 20 6794 0000 Fax: 91 20 6794 0122 E-mail: tcs.pune@tcs.com, Website: http://www.tcs.com
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

2021-2022-pass out

CYBER SUCCESS
Leaders in Technology Trainin

Date: 8 April 20

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Offer Letter

Dear Apoorva Khajure

Congratulations and Welcome to **"Cyber Success Family"**

As per our discussion about the current open position as a Placement Co-Ordinator (Full Time) with our Business Unit called

"Student Placement cell" We are pleased to inform you that we intend to hire you for the respective position, with a starting date ofemployment on 10th April 2023 @9:30 am.

As per our conversation the leaves and other benefits discussed in our meeting remain the same. Your probation period will be up to 3 months(Applicable During Full Time) depending on your performance.

As per the standard of company, your salary will be 12000 Rs per month for the probation period & after that depend on performance, it will be revised.

As per our discussion, we are looking for a commitment of 1.3 years and in case you leave the organization within the period of 1.3 years,you are legally entitled to pay the organization the difference of months from the date you leave before 1.3 years till 1.3 years.

Kindly Note - In and after the Probation period Cyber Success can terminate an Employee with the immediate effect dependingon Performance, Discipline as well reasons which have a business impact on the organization and its growth.

Please respond to us via email or phone, letting me know whether you accept this offer.
We hope to receive a favorable response from you and welcome you to our Journey of Success.

Warm regards,
Recruitment Specialist
Cyber Success
+91-7666844839

Survik
Software Pvt. Ltd.

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12th October 2021

Ms. Somya Pagare
Makan No. H B 8, Ward No 41,
New Indira Colony,
Burhanpur – 450331 (Madhya Pradesh)

Dear **Somya**,

Sub: Offer as Management Trainee

Further to your interview with us, we are pleased to that you have been selected for the position of a **Management Trainee** in the Recruitment Department of **SURVIK SOFTWARE PRIVATE LIMITED**.

Your date of joining at Survik Software Pvt. Ltd. will be **18th October 2021.**

Remuneration: Your monthly in-hand salary would be **INR 12,000/- (Rupees Twelve Thousand Only).**

During the training period you are required to undertake all duties and activities as assigned to you by your reporting Manager. Employment Confirmation and salary review will be subject to your performance during the training period of 3 months.During this period you will not be entitled for any other kind of monetary benefits.

You will be eligible of availing **one casual leave** per month during the six months period.

In the event of your leaving our company during the training period you need to serve a **notice period of 15 days.**

The company will be conducting background verification and/or reference checks once you accept the offer. If, at any time, the company believes that there is a discrepancy or inaccuracy in or concerning any information furnished by you or on your behalf, the company may, in its sole discretion, suspend your employment immediately.

Congratulations and welcome aboard.

For Survik Software Pvt. Ltd.

Kalpita

SURVIK SOFTWARE PVT. LTD. PUNE

Human Resource
Survik Software Pvt. Ltd.

Accepted

Somya Pagare
(Candidate)

Tech Summit Surv. No 87, Plot No. 110, Lane No. 4, Priyanka Park, Near Veerbhadra Nagar, Baner, Pune 411045 (MH) India
: +91 (020) 27295573 / 74 : survik.com

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To,
Institute of Management Education Research and Training
Prof. **Aparna Shastri.**
DLF-HR

Subject - Letter of Employment for Dipika Girish Thakur.

Respected Madam,

Miss Dipika Girish Thakur has been employed as a Sales Executive at Mandar Motors KTM Ckakan since June 2021.
She works on full time basis. Please contact me at 7058611212 if can be of any additional service.

Sincerely,
Mandar Motors KTM Chakan
General Manager,
Akash vikas Dhumal
7058611212

MANDAR MOTORS KTM CHAKAN

KTM CHAKAN (INDIA)
Mandar Motors, Sr. No. 150, Siddheshwar Complex,
Opp. Pavana Sahakari Bank, Hapse Wasti, Chimbali Phata,
Kuruli 410 501. (India).

P: +91 7083213666 / 7083243666
Email : chakan_mgr@ktmindia.com

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Vishwa Technologies
IT Never Stops.....!
208,Shaniwar Peth, Koyana Colony Flot No:2,113
block.Karad-415110 Dist: Satara State: Maharashtra, India.

VISHWATECHS/2126/II /14

Date: 14-June-2021

Mr.Sumit Bhimarao Sonavale

A/P 40 Budhwar Peth,Karad

TAL: Karad, DIST: Satara. PIN: 415110

Dear Sumit,

We referenced to the discussions had with you, we, on behalf of **Vishwa Technologies**, are pleased to offer you the position of **"Accountant"** and invite you to join **Vishwa Technologies** family.

The Allowances, benefits and other terms and conditions of your employment will be as per Company policies as applicable from time to time, your compensation will be reviewed in future as per company policy.

We expect you to join on before 01-July-2021 in line discussion with you, otherwise this offer will stand withdrawn automatically.

Again. Congratulations and welcome to the **Vishwa Technologies** family.

Thanking you,

1/07/2021

VISHWA TECHNOLOGIES KARAD

14/06/21

[NAME: Mr.Sumit Bhimarao Sonavale]

Employment Offer Accepted

KANIKA ENTERPRISES

Solapur-Aurangabad Road, opposite police petrol pump, sun & ocean complex, Osmanabad. 413501

(Authorized DSA)

Offer Letter

Date- 10/1/2022

Ratnadeep Laxman Lomate
Plot No 13, Sai Nagar.
Osmanabad.

Dear Ratnadeep ,

We are pleased to offer you employment at **KANIKA ENTERPRISES**. We feel that your skills and educational background will be valuable assets to our team.

As per our discussion, the position is **Sales Executive** and stipend will be 6500 Rs. Your working hours will be from 11.00 AM to 6:00 PM Monday to Saturday. Your starting date will be **17/01/2022.**

If you choose to accept this offer, please sign the second copy of this letter in the space provided and return it to us. A stamped, self-addressed envelope is enclosed for your convenience.

We look forward to welcoming you as a new employee at **KANIKA ENTERPRISES.**

Yours truly
AKhandagale

Arvind Khandagale.
(9075859528)
KANIKA ENTERPRISES

PROPRIETOR

KANIKA ENTERPRISES * OSMANABAD *

Triveni Restaurant And Resort
OYO SPOT ON 61569

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20th December, 2021
Mr. Shubham Mahesh Dongare,
Pathrot

Dear Shubham Mahesh Dongare,

Congratulations! We are pleased to confirm that you have been selected to work for Triveni Restaurant And Resort. We are delighted to make you the following job offer:

The position we are offering you is that of Assistant General Manager at a Stipend of 6000rs.This position reports to Mr.Sagar Mamankar, Hotel Manager.

You will be responsible here for:

- plan and organize accommodation,
- Catering and other hotel services
- Manage budgets and financial plans
- Control expenditure also maintain statistical and financial records
- Set and achieve sales and profit targets
- Plan work schedules for individuals and teams
- Meet and greet customers
- Deal with customer complaints and comment
- Address problems and troubleshoot accordingly
- Ensure events and conferences run smoothly
- Supervise maintenance, supplies, renovations and furnishings
- Deal with contractors and suppliers,
- Ensure security is effective
- Carry out inspections of property and services
- Ensure compliance with licensing laws, health and safety and other statutory regulations.

Your working hours will be from 11:00 AM to 6:00 PM, Monday to Friday.

We would like you to start work on 26th of December 2021.at 10:30 AM Please report to Mr.Sagar Mamankar, Hotel Manager for documentation and orientation. If this date is not acceptable, please contact me immediately.

Please sign the enclosed copy of this letter and return it to me by 24th of December 2021 to indicate your acceptance of this offer.

We are confident you will be able to make a significant contribution to the success of Triveni Restaurant And Resort and look forward to working with you.

Sincerely,

Hotel Triveni Resort & Restaurant
Mob. 8983215067
Pathrot

Mr.Sagar Mamankar
HR And Hotel Manager
Triveni Restaurant And Resort (SPOT ON 61569)

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महाराष्ट्र दुकाने व आस्थापना (नोकरीचे व सेवाशर्तीचे विनियमन) नियम, २०१८

नमुना "ग"

(नियम ९ पहा)

सूचना दिल्याबाबत पावती

अर्जदाराने नमूना फ द्वारा व्यवसाय सुरु केल्याबाबतची सूचना खाली नमूद केलेल्या तपशीलासह या कार्यालयास दिलेली आहे. त्याचा तपशील पुढीलप्रमाणे:

१.	पावती क्रमांक	:	२०४१७००३१४५३७६६५
२.	अर्जाचा (सूचनापत्राचा) आयडी क्रमांक	:	१०९०२५२७२००३
३.	आस्थापनेचे नाव	:	अक्षय ऑप्टिकल्स AKSHAY OPTICALS
४.	कामगारांची एकूण संख्या	:	२

पुरुष	स्त्री	इतर	एकूण
२	०	०	२

५.	अ) मालकाचे नाव	:	अक्षय रामराव बोळेगावे AKSHAY RAMRAO BOLEGAWE
	ब) आस्थापनेचा पत्ता	:	हेंगणे कॉमप्लेक्स, औसा रोड, नंदी स्टॉप, नंदी स्टॉप, लातूर (एम क्ल), लातूर, लातूर, ४१३५१२
६	सदरची पावती ही केवळ अर्जदाराने त्याचा व्यवसाय सुरु केल्याबद्दल कार्यालयास पाठविलेल्या सूचना पत्राची पोच पावती असून व्यवसाय अथवा व्यवसायाची जागा अस्तित्त्वात असल्याबद्दलचा पुरावा नाही. व्यवसायासाठी व व्यवसायाच्या जागेसाठी आवश्यक असणारी संबंधित सक्षम प्राधिकारी यांच्याकडील पूर्व / पश्चात परवानगी, अनुज्ञप्ती, परवाना धारण करण्याची सर्वस्वी जबाबदारी मालकाची राहिल. ही पोच पावती व्यवसायाच्या जागेचा मालकी हक्क किंवा मालमत्तेचा मालकी हक्क किंवा ताबा या प्रयोजनार्थ कोणत्याही कायद्यांतर्गत ग्राह्य धरता येणार नाही.		
७.	व्यवसायाचे स्वरुप	:	ऑप्टीशियन / OPTICIAN
८.	पूर्वीचा नोंदणी प्रमाणपत्राचा क्रमांक व दिनांक, लागू असल्यास	:	

टीप : सदरची पोच पावती संगणकीय प्रणालीद्वारे तयार करण्यात आलेली असल्याने त्यावर स्वाक्षरीची आवश्यकता नाही. सदरची पोच पावती ही अर्जदाराने सादर केलेल्या स्वयंघोषणापत्र आणि स्वयंसाक्षांकीत अभिलेखाद्वारे पडताळणी न करता देण्यात आलेले आहे.
सादर पोचपावती ही १० पेक्षा कमी कामगार असलेल्या आस्थापनांना नोंदणी दाखल्या ऐवजी देण्यात येते. त्यांना नमुना - ब मध्ये नोंदणी प्रमाणपत्र अनुज्ञेय होत नाही.

दिनांक : १६-१०-२०२०

ठिकाण : Latur

कार्यालयाचा पत्ता : Office of the Assistant Commissioner of Labour ,Latur, Address- Shashikant Sonawane Building, Tilak Nagar, Main Road, Latur

अर्जाचा आय.डी. क्रमांक	प्रदान केलेले सेवा मूल्य (रुपये)
१०९०२५२७२००३	२३.६०

महाराष्ट्र दुकाने व आस्थापना (नोकरीचे व सेवाशर्तीचे विनियमन) नियम, २०१८
Form - 'F'

[See Rule 8]

APPLICATION FOR INTIMATION

Application ID	109025272003	
Registration Certificate / Intimation Receipt No. नोंदणी क्रमांक / पावती क्रमांक	2041700314537665	
Division / विभाग	Aurangabad	
District / जिल्हा:	Latur	
Office Name	Office of the Assistant Commissioner of Labour ,Latur, Address-Shashikant Sonawane Building, Tilak Nagar, Main Road, Latur	
Name of the establishment / आस्थापनेचे नाव	AKSHAY OPTICALS अक्षय ऑप्टिकल्स	
Previous details of establishment / आस्थापनेची पूर्वीची सविस्तर माहिती	New Registration	
Postal address and situation of the Establishment / (आस्थापनेचा पत्ता)	HENGANE COMPLEX, AUSA ROAD, NANDI STOP, NANDI STOP, LATUR (M CL) , LATUR, LATUR, 413512	हेंगणे कॉमप्लेक्स,औसा रोड,नंदी स्टॉप,नंदी स्टॉप,लातूर (एम क्ल),लातूर,लातूर,413512
Mobile / भ्रमणध्वनी क्र.	9422666563	
Email-id / ई - मेल आय डी	akshay.bole1@gmail.com	
Date of commencement of business / व्यवसाय सुरु केल्याचा दिनांक	16/10/2020	
Nature of Business / व्यवसायाचे स्वरूप	OPTICIAN	ओप्टिशियन
Whether establishment falls under public or private sector / आस्थापना सार्वजनिक क्षेत्रात येते की खाजगी क्षेत्रात येते	Private	

Total No. of Employee	Men	Women	Transgender	Total
	2	0	0	2

Name of the Employer / मालकाचे नाव	AKSHAY RAMRAO BOLEGAWE	अक्षय रामराव बोळेगावे
Residential Address of the employer / मालकाच्या निवासस्थानाचा पत्ता	YASHWANT NIWAS,OLD KAVA ROAD,MAJGE NAGAR,MAJGE NAGAR,LATUR (M CL),LATUR,LATUR,413512	यशवंत निवास, ओल्ड कावा रोड, मजगे नागर, मजगे नागर, लातूर (एम क्ल),लातूर, लातूर, 413512
Resident Since / वास्तव्य	2009	
Status / Designation	OWNER	
Mobile No	9422666563	
E-mail ID	akshay.bole1@gmail.com	
Aadhar No	645325294556	
Name of Manager / व्यवस्थापकाचे नाव	AMOL VIJAYKUMAR BOLEGAWE	अमोल विजयकुमार बोळेगावे
Residential address of Manager / व्यवस्थापकाच्या निवासस्थानाचा पत्ता	YASHWANT NIWAS, OLD KAVA ROAD, MAJGE NAGAR, MAJGE NAGAR, LATUR (M CL), LATUR, LATUR, 413512	यशवंत निवास, ओल्ड कावा रोड, मजगे नागर, मजगे नागर, महाराष्ट्र, लातूर (एम क्ल), लातूर, लातूर, 413512
Contact No	9657327296	
Fax No		
Email-ID / ई - मेल आय डी		

वर्गवारी	
Category Of Establishment Type / आस्थापनेचे उपवर्गवारी	ऑप्टीशियन / OPTICIAN
Type of organisation / आस्थापनेचा प्रकार	Self Ownership (Proprietary)
Name of the member of employer's family employed in the establishment / आस्थापनेत नोकरीत असलेल्या मालकांच्या कुटुंबातील इसमांची नावे	Amol-Brother अमोल-ब्रथर

Men / पुरुष	Women / स्त्रिया	Transgender / इतर
1	0	0

Self Declaration / स्वघोषणापत्र

I AKSHAY RAMRAO BOLEGAWE, hereby solemnly affirm and state that the business which I AKSHAY RAMRAO BOLEGAWE have started is not banned or prohibited by any Act, Rules, Law or Order of any Court of Law or any competent authority and the premises where I AKSHAY RAMRAO BOLEGAWE, are conducting the said business is free from violation of any Act, Rules, Order of any Court of Law or any Competent Authority.

I AKSHAY RAMRAO BOLEGAWE, hereby declare that the information provided above is true and correct to the best of my/our personal knowledge, information and belief. I AKSHAY RAMRAO BOLEGAWE, am/are fully aware about the consequences of giving false information. If the information is found to be false, I AKSHAY RAMRAO BOLEGAWE, shall be liable for procecution and punishment under the Indian Penal Code (45 of 1860) and /or any other law applicable thereto.

I AKSHAY RAMRAO BOLEGAWE, have obtained necessary licenses, permissions, permit for the conduct of this business and the place of business from the appropriate Authority.

I AKSHAY RAMRAO BOLEGAWE, shall be responsible and liable for legal action if the business is conducted without proper licence, permission, permit from the appropriate Authority. I/We submit and declare that I AKSHAY RAMRAO BOLEGAWE, will not undertake any illegal activity or any business prohibited in law in force in India.

I AKSHAY RAMRAO BOLEGAWE, declare that the place of business is not located in any area wherein commencing / running of such business is prohibited by any law or order of any Competent Authority.

I AKSHAY RAMRAO BOLEGAWE, hereby declare that the copies attested by me are true copies of original documents. I AKSHAY RAMRAO BOLEGAWE, am/are well aware of the fact that if the copies are found false/forged, I/We shall be liable for procecution and punishment under the Indian Penal Code (45 of 1860) and /or any other law applicable thereto.

I AKSHAY RAMRAO BOLEGAWE, undertake to abide by the provisions of the Maharashtra Shops and Establishments (Regulation of Employment and Conditions of Service) Act, 2017 (Mah. LXI of 2017) and the Rules and orders passed thereunder by any Authority.

मी अक्षय रामराव बोळेगावे, याद्वारे गांभीर्यपूर्वक दृढकथन करतो/ करते आणि असे नमूद करतो/ करते की, मी/ आम्ही सूरू केलेल्या व्यवसायावर कोणताही अधिनियम, नियम, कायदा किंवा कोणत्याही विधी न्यायालयाचा अथवा कोणत्याही सक्षम प्राधिकाऱ्याचा आदेश याद्वारे बंदी घालण्यात आलेली नाही किंवा मनाई करण्यात आलेली नाही आणि मी अक्षय रामराव बोळेगावे ज्या जागेत उक्त व्यवसाय करीत आहे/ आहोत तेथे कोणताही अधिनियम, नियम, कोणत्याही न्यायालयाचा अथवा कोणत्याही सक्षम प्राधिकाऱ्याचा आदेश यांचे उल्लंघन झालेले नाही.

मी अक्षय रामराव बोळेगावे, याद्वारे असे घोषित करतो/करते की, वर अर्जामध्ये नमूद केलेली माहिती, माझ्या आमच्या वैयक्तिक ज्ञानानुसार, माहितीप्रमाणे व विश्वासानुसार खरी व बिनचूक आहे. चुकीची माहिती देण्याच्या परिणामाची मला/आम्हाला पूर्ण जाणीव आहे. दिलेली माहिती चुकीची आढळून आल्यास मी अक्षय रामराव बोळेगावे भारतीय दंड संहिता (1860 चा 45) अन्वये किंवा त्यासंबंधात लागू असलेल्या इतर कोणत्याही कायद्यान्वये खटला भरण्यासाठी व शिक्षेसाठी पात्र आहे/ आहोत.

मी अक्षय रामराव बोळेगावे, अर्जात नमूद केलेल्या जागेत व्यवसाय करण्यासाठी संबंधित समुचित प्राधिकाऱ्याकडून आवश्यक ती अनुज्ञप्ती, परवानगी, परवाना प्राप्त केला आहे.

मी अक्षय रामराव बोळेगावे, अनुज्ञप्ती, परवानगी, परवाना न घेता व्यवसाय करीत असल्यास कायदेशीर कारवाईसाठी पात्र व जबाबदार राहू.

मी अक्षय रामराव बोळेगावे, असे घोषित करतो/करते की, भारतातील लागू असणाऱ्या कायद्यांतर्गत मनाई असलेले बेकायदेशीर कृत्य अथवा व्यवसाय करणार नाही.

मी अक्षय रामराव बोळेगावे, असे घोषित करतो/करते की, जेथे असा व्यवसाय सुरू करण्यास किंवा चालविण्यास कोणत्याही कायद्याव्दारे किंवा कोणत्याही सक्षम प्राधिकाऱ्याच्या आदेशाद्वारे मनाई केलेली आहे त्या कोणत्याही क्षेत्रामध्ये माझे/ आमचे व्यवसायाचे ठिकाण स्थित नाही.

Registration Certificate
Government of Maharashtra
Food And Drug Administration
Food Safety and Standards Authority of India
Registration Certificate under FSS Act, 2006

FDA MAHARASHTRA

10 103

/ Registration Number: 21522186000283

1.	Name and permanent address of Food Business Operator (FBO)	ANAND RAVINDRA WANZKHADE - ANAND SWEETS AP - TAKRARWADI ,BHIGWAN,TAL INDAPUR DIST PUNE , Bhigvan , Indapur, Pune, Maharashtra-413130
2.	Address of location where food business is to be conducted / premises	AP - BHIGWAN RASIN ROAD,BHIGWAN TAL INDAPUR DIST PUNE , Bhigvan, Indapur, Pune, Maharashtra - 413130
3.	Kind of Business	Hotel
4.	Photo Identity Card	N/A

This Registration certificate is issued under and is subject to the provisions of FSS Act, 2006 all of which must be complied with by the petty food business.

Place / Pune
Issued On / 10-03-2022 (New Registration)
Valid Upto: 09-03-2027 (For details, refer Annexure)

Registering Authority

Annexures:
1. Product Annexure
2. Validity Annexure
3. Registration Id Card

Note:

1. **Application for renewal of Registration Certificate can be filed as early as 180 days prior to expiry date of Registration Certificate. You can file application for renewal or modification of Registration Certificate by login into FSSAI's Food Safety Compliance System(https://foscos.fssai.gov.in) with your user id and password or call us at 1800112100 for any clarification.**
2. **This Registration Certificate is only to commence or carry on food businesses and not for any other purpose.**
3. **This is computer generated Registration Certificate and doesn't require any signature or stamp by authority.**
4. **This Registration Certificate is allowed to conduct food businesses activities having annual turnover upto Rs. 12 Lacs only.**

Registration Certificate
Government of Maharashtra
Food And Drug Administration
Food Safety and Standards Authority of India
Registration Certificate under FSS Act, 2006

/ Registration Number: **21522186000283**

Detail(s) of Food Item

[**Note:**Only standardised food products are allowed to be manufactured as per the list available on FoSCoS.]

Other then Manufacturer Unit	
Sl. No	**Name of the food category**
1	16 - Prepared Foods
2	15 - Ready-to-eat savouries
3	11 - Sweeteners, including honey
4	05 - Confectionery
5	18- Indian Sweets and Indian Snacks & Savouries products

Validation And Renewal Annexure

Registration Certificate
Government of Maharashtra
Food And Drug Administration
Food Safety and Standards Authority of India
Registration Certificate under FSS Act, 2006

/ Registration Number: **21522186000283**

Validity From	Validity Upto	Issued On	Fee Paid	Type
10-03-2022	09-03-2027	10-03-2022	500 INR	New

Suspension History

S.No	History	Date
N/A		

Current Status of Registration: Registration Certificate issued

Note:

1. **Application for renewal of Registration Certificate can be filed as early as 180 days prior to expiry date of Registration Certificate. You can file application for renewal or modification of Registration Certificate by login into FSSAI's Food Safety Compliance System(https://foscos.fssai.gov.in) with your user id and password or call us at 1800112100 for any clarification.**

Registration ID Card

Registration ID: 21522186000283
Valid Upto: 09-03-2027
Name: ANAND RAVINDRA WANZKHADE - ANAND SWEETS
Address: AP - BHIGWAN RASIN ROAD,BHIGWAN TAL INDAPUR DIST PUNE , Bhigvan, Indapur, Pune, Maharashtra - 413130
KOB: Hotel
Govt ID Card: N/A

Issuing Authority: Pune **Issued On:** 10-03-2022

[Disclaimer:This Registration ID card is issued only for the provisions laid down under Food Safety and Standards Act, 2006 and hence, shall not be used for any other purpose.]

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INDIAN INCOME TAX RETURN ACKNOWLEDGEMENT

Assessment Year 2021-22

[Where the data of the Return of Income in Form ITR-1 (SAHAJ), ITR-2, ITR-3, ITR-4(SUGAM), ITR-5, ITR-6, ITR-7 filed and verified]

(Please see Rule 12 of the Income-tax Rules, 1962)

PAN	AFHPI7207K		
Name	PANDIT MOTIRAM INGOLE		
Address	0 , AT POST LOHAGAON , HINGOLI , HINGOLI , HINGOLI , 19-Maharashtra , 91-India , 431705		
Status	Individual	Form Number	ITR-3
Filed u/s	139(5) Revised- Return revised after filing original return	e-Filing Acknowledgement Number	568755850310322

Taxable Income and Tax details	Current Year business loss, if any	1	0
	Total Income		2,70,850
	Book Profit under MAT, where applicable	2	0
	Adjusted Total Income under AMT, where applicable	3	2,70,850
	Net tax payable	4	0
	Interest and Fee Payable	5	0
	Total tax, interest and Fee payable	6	0
	Taxes Paid	7	0
	(+)Tax Payable /(-)Refundable (6-7)	8	0
Distribution Tax details	Dividend Tax Payable	9	0
	Interest Payable	10	0
	Total Dividend tax and interest payable	11	0
	Taxes Paid	12	0
	(+)Tax Payable /(-)Refundable (11-12)	13	0
Accreted Income & Tax Detail	Accreted Income as per section 115TD	14	0
	Additional Tax payable u/s 115TD	15	0
	Interest payable u/s 115TE	16	0
	Additional Tax and interest payable	17	0
	Tax and interest paid	18	0
	(+)Tax Payable /(-)Refundable (17-18)	19	0

Income Tax Return submitted electronically on 31-03-2022 21:50:59 from IP address 10.1.254.19 and verified by PANDIT MOTIRAM INGOLE having PAN AFHPI7207K on 09-04-2022 17:47:41 using Electronic Verification code XVB7JIBQZI generated through Aadhaar OTP mode

System Generated Barcode/QR Code

AFHPI7207K03568755850310322072012E7EA7BE9B8D61B133D23691E9050C05B61

DO NOT SEND THIS ACKNOWLEDGEMENT TO CPC, BENGALURU

26

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Dnyaneshwar B. Rao Unawane <placement@mmimert.edu.in>

Entrepreneur

Dhanshri lone

1 message

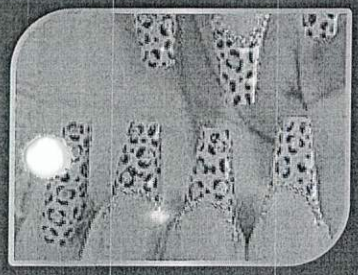
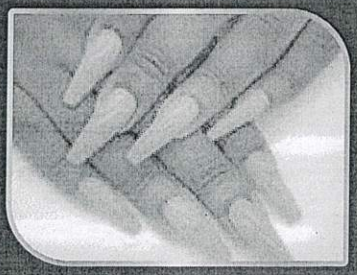
Arundhati's Art <jadhav.pranjal@gmail.com> Mon, Mar 27, 2023 at 5:56 PM
To: "placement@mmimert.edu.in" <placement@mmimert.edu.in>

Revised 21 Nail Studio Pamplet

Revised 21 Nail Studio Pamplet.pdf
205K

21 NAIL STUDIO

Walk Your Nails, Over To Us.

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2109nailstudio@gmail.com

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Dnyaneshwar B. Rao Unawane <placement@mmimert.edu.in>

Fwd:

1 message

Mangalgouri Patil <mangalgouripatil@mmimert.edu.in> Wed, Mar 29, 2023 at 12:41 PM
To: "Dnyaneshwar B. Rao Unawane" <placement@mmimert.edu.in>

---------- Forwarded message ---------
From: **shubham bhandari** <shubham.bhandari665@gmail.com>
Date: Wed, Mar 29, 2023, 12:26 PM
Subject:
To: <mangalgouripatil@mmimert.edu.in>

To imert placement sir

I have family business and i am doing futher work in my family business only.

सत्यमेव जयते

Government of India
And
Government of Karnataka
Form GST REG-25

Certificate of Provisional Registration

1.	GSTIN	29ABBFS6103N1ZW	
2.	PAN	ABBFS6103N	
3.	Legal Name	SANDEEP JEWELLERS	
4.	Trade Name	SANDEEP JEWELLERS	
5.	Registration Details under Existing Law		
	Act		Registration Number
(a)	TIN under Value Added Tax		29830117847
(b)	Central Sales Tax Registration Number		29830117847
Date	26/06/2017		

This is a Certificate of Provisional Registraion issued under the provisions of the Act.

SHUBHAM : 9741082665
PREM : 9036570566
Sandeep
Jewellers
Saraf Bazar, JAMKHANDI - 587 301.
Dist :Bagalkote (Karnataka)
Ph:(08353) 220225

000004233447

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FORM II-A

Certificate of Enrolment

under sub-section(2) of sub-section (2A) or sub-section (3) of section 5 the Maharashtra State Tax on Professions, Trades, Callings and Employments Act, 1975

[See rule 4(4)]

Enrolment Certificate Number 99554079199P

This is to certify that, Shri TUSHAR MOHAN WANKHADE whose details are given below has been enrolled under Maharashtra State Tax on Professions, Trades, Callings and Employments Act,1975.

1. Name of the Enrolled Person	Shri TUSHAR MOHAN WANKHADE
2. Name of Work/Business/Activity (If applicable)	
3. Address of person/Principal place of work/Business/Activity	830,1, GAJANAN TOWNSHIP,KATHORA ROAD, Kathora, AMRAVATI (M. CORP), AMRAVATI, 444602
4. Entry Number under Schedule-I	010 (1)(B)(C)
5. Address of Additional Place(s) of work	830,01, GAJANAN TOWNSHIP,KATHORA ROAD, Kathora, AMRAVATI (M. CORP), AMRAVATI, 444602
6. Certificate with effect from	01-Apr-21

The holder of this certificate shall pay the tax for the unenrolled period at Rs. 0.00 immediately for the years 0-0 (Previous years); Rs 2500.00 on or before 30-Jun-21 for year 2021-2022 (current year) and Rs 2500.00 per annum on or before 30th June of every year, in the manner prescribed in rule 20 of the Maharashtra State Tax on Professions Trades, Callings and Employments Rules, 1975.

Place :

Desk ID -

Date : 01-May-21

DS GOVERNMENT OF MAHARASHTRA 01

Digitally signed by DS GOVERNMENT OF MAHARASHTRA 01
DN: cn=DS GOVERNMENT OF MAHARASHTRA 01, ou=IN, o=Maharashtra, c=GOVERNMENT OF MAHARASHTRA
Reason: None
Location: pincode=400010, street=Mumbai, houseidentifier=Cabin No 619, Eighth Floor, GST BHAVAN, MAZGAON, MUMBAI
Date: 2021.05.05 11:50:57 +05'30'

Seal

सत्यमेव जयते
Maharashtra Sales Tax Department

सत्यमेव जयते

Annexure B

GSTIN	27AADFZ1410A1ZS
Legal Name	360 PAINTING SOLUTION
Trade Name, if any	360 PAINTING SOLUTION
Additional trade names, if any	null

Details of Managing / Authorized Partners

1

Name	TUSHAR MOHAN WANKHADE
Designation/Status	PARTNER
Resident of State	Maharashtra

सत्यमेव जयते

Government of India

Form GST REG-06

[See Rule 10(1)]

Registration Certificate

Registration Number : 27AADFZ1410A1ZS

1.	**Legal Name**	360 PAINTING SOLUTION			
2.	**Trade Name, if any**	360 PAINTING SOLUTION			
3.	**Additional trade names, if any**	null			
4.	**Constitution of Business**	Partnership			
5.	**Address of Principal Place of Business**	SHOP NO.4, SAISHEKHAR COMPLEX, ANAND WADI KATHORA ROAD, Amravati, Amravati, Maharashtra, 444604			
6.	**Date of Liability**				
7.	**Period of Validity**	From	04/07/2022	To	Not Applicable
8.	**Type of Registration**	Regular			
9	**Particulars of Approving Authority**	Maharashtra			
Signature					

Signature Not Verified
Digitally signed by DS GOODS AND SERVICES TAX NETWORK(4)
Date: 2022.07.04 13:30:56 IST

Name	PRAFULLA SURESH GAWANDE
Designation	State Tax Officer
Jurisdictional Office	AMRAVATI_704
9. Date of issue of Certificate	04/07/2022
Note: The registration certificate is required to be prominently displayed at all places of business in the State.	

This is a system generated digitally signed Registration Certificate issued based on the approval of application granted on 04/07/2022 by the jurisdictional authority.

Annexure A

GSTIN	27AADFZ1410A1ZS
Legal Name	360 PAINTING SOLUTION
Trade Name, if any	360 PAINTING SOLUTION
Additional trade names, if any	null

Details of Additional Places of Business

Total Number of Additional Places of Business in the State	0

000004233447

FORM II-A

Certificate of Enrolment

under sub-section(2) of sub-section (2A) or sub-section (3) of section 5 the Maharashtra State Tax on Professions, Trades, Callings and Employments Act, 1975

[See rule 4(4)]

"Disclaimer - This Certificate of Enrollment is granted on the basis of information submitted in online application form. So it is not a proof of address or any contents herein."

सत्यमेव जयते
Maharashtra Sales Tax Department

360 PAINTING SOLUTION
put your trust in experience

+91 9158 890 990
360paintingsolution@gmail.com

DATE - 25/05/2022

To whomsoever it may concern

Declaration for Authorized Signatory

We, Tushar M. Wankhade(Partner 1) and Mamta Trivedi (Partner 2) of **360 Painting Solution** hereby solemnly authorize Mr. Tushar M. Wankhade to act as an authorized signatory of the firm **"360 Painting Solution"** for GST Registration under the act. Mr. Tushar M. Wankhade of **360 Painting Solution** is authorized to sign all the necessary applications, documents, undertakings, and other agreements on behalf of the firm, as may be necessary for GST application & compliances.

All his actions in relation to this business will be binding on us.

1. Tushar M. Wankhade

1. Mamta Trivedi

Scanned with CamScanner

360 PAINTING SOLUTION
put your trust in experience

+91 9158 890 990
360paintingsolution@gmail.com

DATE - 25/05/2022

Acceptance as an authorized signatory

I Tushar M. Wankhade (Partner A) Partner of the "**360 Painting Solution**" do hereby solemnly accord my acceptance to act as a authorized signatory for the above referred business and all my acts shall be binding on the business.

Date: 25/05/2022

Place: Amravati

Tushar M. Wankhade

T. M. Wankhade.

(Partner)

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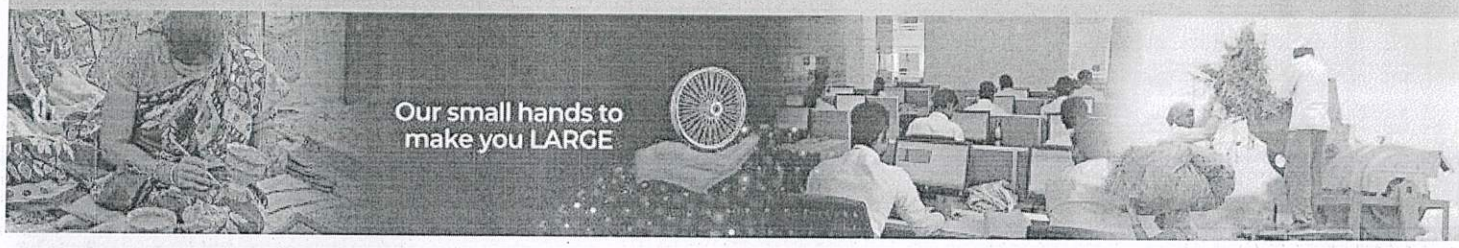
भारत सरकार
Government of India
सूक्ष्म, लघु एवं मध्यम उद्यम मंत्रालय
Ministry of Micro, Small and Medium Enterprises

MSME
सूक्ष्म, लघु एवं मध्यम उद्यम
MICRO, SMALL & MEDIUM ENTERPRISES

UDYAM REGISTRATION CERTIFICATE



UDYAM REGISTRATION NUMBER	UDYAM-MH-03-0025066
NAME OF ENTERPRISE	M/S 360 PAINTING SOLUTION
TYPE OF ENTERPRISE *	MICRO (Based on FY 2019-20)
MAJOR ACTIVITY	SERVICES
SOCIAL CATEGORY OF ENTREPRENEUR	OBC

NAME OF UNIT(S)

S.No.	Name of Unit(s)
1	1

OFFICAL ADDRESS OF ENTERPRISE

Flat/Door/Block No.	House No.830 45/1	Name of Premises/ Building	Plot No.69B Saishekhar Complex
Village/Town	Amravati	Block	0
Road/Street/Lane	Kathora Road	City	Amravati
State	MAHARASHTRA	District	AMRAVATI , Pin 444604
Mobile	9158890990	Email:	360paintingsolution@gmail.com

DATE OF INCORPORATION / REGISTRATION OF ENTERPRISE	11/04/2022
DATE OF COMMENCEMENT OF PRODUCTION/BUSINESS	

NATIONAL INDUSTRY CLASSIFICATION CODE(S)

SNo.	NIC 2 Digit	NIC 4 Digit	NIC 5 Digit	Activity
1	43 - Specialized construction activities	4330 - Building completion and finishing	43303 - Interior and exterior painting, glazing, plastering and decorating of buildings or civil engineering structures	Manufacturing

DATE OF UDYAM REGISTRATION	25/05/2022

* In case of graduation (upward/reverse) of status of an enterprise, the benefit of the Government Schemes will be availed as per the provisions of Notification No. S.O. 2119(E) dated 26.06.2020 issued by the M/o MSME.

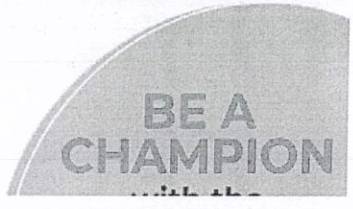
This certificate is temporarily generated based on data of AY 2020-21 due to non-availability of data of AY 2021-22. This will be updated on receipt of data of AY 2021-22.

Disclaimer: This is computer generated statement, no signature required. Printed from https://udyamregistration.gov.in & Date of printing:- 25/05/2022

For any assistance, you may contact:

1. District Industries Centre: AMRAVATI (MAHARASHTRA)

2. MSME-DI: NAGPUR (MAHARASHTRA)



भारत सरकार
Government of India
सूक्ष्म, लघु एवं मध्यम उद्यम मंत्रालय
Ministry of Micro, Small and Medium Enterprises

सूक्ष्म, लघु एवं मध्यम उद्यम
MICRO, SMALL & MEDIUM ENTERPRISES

Udyam Registration Number : UDYAM-MH-03-0025066

Type of Enterprise	MICRO	**Major Activity**	Services
Type of Organisation	Partnership	**Name of Enterprise**	M/S 360 PAINTING SOLUTION
Owner Name	M/S 360 PAINTING SOLUTION	**PAN**	AADFZ1410A
Do you have GSTIN	No	**Mobile No.**	9158890990
Email Id	360paintingsolution@gmail.com	**Social Category**	OBC
Gender	Male	**Specially Abled(DIVYANG)**	No
Date of Incorporation	11/04/2022	**Date of Commencement of Production/Business**	

Bank Details

Bank Name	IFS Code	Bank Account Number
BANK OF BARODA	BARB0SAIAMR	12345678

Employment Details

Male	Female	Other	Total
6	0	0	6

Investment in Plant and Machinery OR Equipment (in Rs.)

S.No.	Financial Year	Enterprise Type	Written Down Value (WDV)	Exclusion of cost of Pollution Control, Research & Development and Industrial Safety Devices	Net Investment in Plant and Machinery OR Equipment[(A)-(B)]	Total Turnover (A)	Export Turnover (B)	Net Turnover [(A)-(B)]	Is ITR Filled?	ITR Type
1	2019-20	Micro	0.00	0.00	0.00	0.00	0.00	0.00	No	NA

Unit(s) Details

SN	Unit Name	Flat	Building	Village/Town	Block	Road	City	Pin	State	District
1	1	Shop No.4	Sai Shekhar Complex	House	0	Anandwadi Kathora Road	Amravati	444604	MAHARASHTRA	AMRAVATI

cial address of Enterprise

Flat/Door/Block No.	House No.830 45/1	**Name of Premises/ Building**	Plot No.69B Saishekhar Complex
Village/Town	Amravati	**Block**	0
Road/Street/Lane	Kathora Road	**City**	Amravati
State	MAHARASHTRA	**District**	AMRAVATI , **Pin :** 444604
Mobile	9158890990	**Email:**	360paintingsolution@gmail.com

National Industry Classification Code(S)

SNo.	Nic 2 Digit	Nic 4 Digit	Nic 5 Digit	Activity
1	43 - Specialized construction activities	4330 - Building completion and finishing	43303 - Interior and exterior painting, glazing, plastering and decorating of buildings or civil engineering structures	Manufacturing

Are you interested to get registered on Government e-Market (GeM) Portal	Yes
Are you interested to get registered on TReDS Portals(one or more)	Yes
District Industries Centre	AMRAVATI (MAHARASHTRA)

MSME-DI	NAGPUR (MAHARASHTRA)
Date of Udyam Registration	25/05/2022
Date of Printing	25/05/2022

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Government of Maharashtra

Food And Drug Administration, Maharashtra State

नोंदणी प्रमाणपत्र / REGISTRATION CERTIFICATE

[नियमावली २.१.१(५)] / [See Regulation 2.1.1 (5)]

अन्न सुरक्षा व मानके अधिनियम २००६

Food Safety and Standards Act, 2006

Kendur Srinivas

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नोंदणी क्रमांक / Registration No: 2 1 5 1 9 0 5 7 0 0 0 1 1 6

1. अन्न व्यवसायाचे नाव व पत्ता
Name & Address of Food Business Operator

MR KRISHNA SHAYYAPA HEGDE
M/S AMBIKA DUDH SAHKARI
KENORA
AT ROHINA TQ CHAKUR., Chakur, Latur (Maharashtra), - 413513

2. अन्न व्यवसायाचे ठिकाण (लागू असल्यास)
Address of Food Business (If Applicable)

AT ROHINA TQ CHAKUR., Chakur, Latur (Maharashtra), - 413513

3. व्यवसायाचे प्रकार / Kind of Business

Dairy units including milk chilling units equipped to handle or process

4. पूर्वीचा लागू असलेला अन्न भेसळ प्रतिबंधक कायदा प्रमाणपत्र (असल्यास)
Previous M.P.F.A. Licence No.: (If Applicable)

No

5. सदरचे नोंदणी प्रमाणपत्र हे अन्न सुरक्षा व मानके अधिनियम २००६, नियम २०११ व विनियमनात अंतिम राहून अन्न व्यवसायिकास देण्यात येत असून ते खालील अटींच्या पालन करणे नोंदणीकृत अन्न व्यवसायिकास बंधनकारक आहे. / The Registration certificate is granted finally and subject to the provisions of Food Safety Standards Act 2006, Rule and Regulation 2011 which must be complied with by the Registered Food Business Operator.

6. अन्न सुरक्षा व मानके (अन्न व्यवसायाची नोंदणी व परवाना) नियमन २०११ चे अनुसूची - १ भाग - १ मध्ये दर्शविलेल्या सर्व आवश्यकतांचे पालन करणे अन्न व्यवसायिकास बंधनकारक आहे. / Food Business operator shall follow/ practice all requirements mentioned in Part-I of Schedule-4 of Food Safety & Standards (Licensing & Registration of Food Business) Regulation 2011.

हे फक्त नोंदणीपत्र असून परवाना नाही. नोंदणीकृत संस्थेस किंवा व्यक्तीस इमारत बांधण्यासाठी किंवा जागेच्या कोणत्याही मालकी अथवा इतर हक्काचे / हस्तांतर करण्याचे हक्क प्राप्त होत नाही किंवा या नोंदणीदारे व्यक्तीस / संस्थेस मुलभूत मालकी प्राप्त होत नाही याची नोंद घ्यावी. / This is merely a registration certificate and not a License. It does not bestow any property right or any other rights as regards ownership of structure or land etc. or confer any right of ownership.

नोंदणी धारक/ संस्था / व्यक्ती ही व्यवहारात प्रस्थापित केलेले कोणतेही न्यायालय जसे कि (जिल्हा सत्र न्यायालय /उच्च न्यायालय / सर्वोच्च न्यायालय) यांनी दिलेल्या आदेशांचे पालन करणे बंधनकारक आहे. / Registered firm/ Person will be governed and abide by all orders issued as and when by any court constued by law in India Specifically Session court / High Court/ Supreme Court etc.

प्रमाणीकरण / Validation

नोंदणी / नूतनीकरण कालावधी / Registration/Renewal Date :	16/05/2019
वैधता कालावधी / Period of Validity :	5 Year(s)
पर्यंत वैधता / Valid Upto :	15/05/2024
अदा केलेले नोंदणी शुल्क / Registration Fee Paid :	Rs. 500
स्थळ / Place :	
दिनांक / Date :	16/05/2019

(A. M. [illegible])
Registration Authority

नोंदणी प्राधिकाऱ्याचा शिक्का व स्वाक्षरी / Stamp and Signature of Registration Authority

Disclaimer : 1 - This Registration Certificate is only to commence or carry on the food businesses and not for any other purpose.

THE INSTITUTE OF Company Secretaries of India

भारतीय कम्पनी सचिव संस्थान

IN PURSUIT OF PROFESSIONAL EXCELLENCE

Statutory body under an Act of Parliament

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Website: www.icsi.edu, E-mail: info@icsi.edu
Call Center Helpline Numbers- 0120-6204999, 3314111
ICSI Academic Helpline Number: 0120-6267777

ONLINE STUDENT IDENTITY CARD

Registration Number	441073727/01/2022
Valid Upto	31/12/2026
Name of the Student	Sakshi Siddharth Chavan
Date of Birth	13/04/1998
Father's/Husband's/Spouse's Name	Siddharth Dashrath Chavan
Signature of Student	
Address	HN 418 WALHEKAR BUILDING FIRST FLOOR NEAR VITTAL MANDIR AND VEGETABLE MARKET NDA ROAD, UTTAMNAGAR, PUNE PUNE MAHARASHTRA Pincode :411023
Contact No.	918010430010

for The Institute of Company Secretaries of India

(Signature of the issuing authority)

Print Date : 19/04/2022

Please validate the Online/Downloaded Student Identity Card by any of the following authorities with his/her Signature and Seal/Rubber Stamp carrying name, professional membership no., Designation and official address of the attesting authority : Member of the institute, with ACS/FCS No., Officers of the Institute, Gazetted Officer of the Central or State Government; Manager of a Nationalized Bank; Princial of a recognized School/Collage	Photo & Signature of Student attested Signature & Seal/Rubber stamp carring name, Professional Membership No, Designation and Official address of the authority.

Undertaking by the Student

1. I hereby declare that the particulars furnished above are true to the best of my knowledge and belief and if at any time it has come to the notice of the Institute that the said particulars were untrue, I agree to my registration being cancelled without any obligation on the part of the Institute to refund any fee paid by me to the Institute without prejudice to the right of the Institute to take any further action as deemed fit and appropriate.
2. I shall as a registered student conduct myself in a manner befitting the ideals and standards of the profession of Company Secretaries generally and as specified by the Council from time to time and shall abide by bye-laws or other standing orders as may be framed by the Council and made applicable from time to time.