



# ANIL NEERUKONDA INSTITUTE OF TECHNOLOGY & SCIENCES (Autonomous)

(Affiliated to AU, Approved by AICTE & Accredited by NBA & NAAC)

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## List of students placed

Academic Year: 2020-2021

S.No	Name	Regd No.	Program	Company	Package [LPA]
1	MR. ABHISHEK REDDY PUTCHALA	317126502001	CHE	DECCAN FINE CHEMICALS (INDIA) PVT. LTD.	3.54
-	MR. ABHISHEK REDDY PUTCHALA	317126502001	CHE	TATA CONSULTANCY SERVICES LIMITED,	3.36
-	MR. ABHISHEK REDDY PUTCHALA	317126502001	CHE	HETERO LABS LIMITED	1.9
2	MS. ADITI KUMARI	317126502002	CHE	DECCAN FINE CHEMICALS (INDIA) PVT. LTD	3.54
-	MS. ADITI KUMARI	317126502002	CHE	HETERO LABS LIMITED	1.9
3	MR. ANNANGI ANIRUDH	317126502003	CHE	COVALENT LABORATORIES PRIVATE LIMITED	1.9
4	MR. B.V. KARTHIK KIRAN	317126502004	CHE	COVALENT LABORATORIES PRIVATE LIMITED	1.9
5	MR. CH. DEEPAK KUMAR	317126502006	CHE	COVALENT LABORATORIES PRIVATE LIMITED	1.9
6	MR. DAMARATHI SUMANTH RAJ	317126502007	CHE	TATA CONSULTANCY SERVICES LIMITED	3.36
-	MR. DAMARATHI SUMANTH RAJ	317126502007	CHE	DECCAN FINE CHEMICALS (INDIA) PVT. LTD	3.54
-	MR. DAMARATHI SUMANTH RAJ	317126502007	CHE	HETERO LABS LIMITED	1.9
7	MR. DANTE RONALD	317126502008	CHE	DECCAN FINE CHEMICALS (INDIA) PVT. LTD.	3.54
-	MR. DANTE RONALD	317126502008	CHE	TATA CONSULTANCY SERVICES LIMITED,	3.36
-	MR. DANTE RONALD	317126502008	CHE	HETERO LABS LIMITED	1.9
8	MR. GANAPATHIRAJU SUNEEL	317126502009	CHE	DECCAN FINE CHEMICALS (INDIA) PVT. LTD.	3.54
9	MR. GURRAM SAI APPALA NUKA RAJU	317126502010	CHE	DECCAN FINE CHEMICALS (INDIA) PVT. LTD.	3.54
10	MS. KALLA RESHMA	317126502012	CHE	ACCENTURE IN INDIA	4.5
-	MS. KALLA RESHMA	317126502012	CHE	HETERO LABS LIMITED	1.9
11	MS. MAJETI VEDA PRANITHA	317126502014	CHE	HETERO LABS LIMITED	1.9
12	MS. NAGIREDDY PUSHPA LALITHA	317126502016	CHE	ACCENTURE IN INDIA	4.5



-	MS. NAGIREDDY PUSHPA LALITHA	317126502016	CHE	HETERO LABS LIMITED	1.9
13	MR. PEELA DINNY ABHIRAM	317126502017	CHE	INFOSYS LTD.	3.6
-	MR. PEELA DINNY ABHIRAM	317126502017	CHE	DECCAN FINE CHEMICALS (INDIA) PVT. LTD.	3.54
14	MR. PONNAMANENI MANI KUMAR	317126502019	CHE	HETERO LABS LIMITED	1.9
15	MR. PYLA SANDEEP	317126502021	CHE	HETERO LABS LIMITED	1.9
16	MR. ROKALLA SURESH	317126502022	CHE	HETERO LABS LIMITED	1.9
17	MR. SABBAVARAPU NARENDRA KUMAR	317126502023	CHE	INFOSYS LTD.	3.6
-	MR. SABBAVARAPU NARENDRA KUMAR	317126502023	CHE	DECCAN FINE CHEMICALS (INDIA) PVT. LTD.	3.54
18	MS. SIBY NEHA RIYA	317126502025	CHE	ACCENTURE IN INDIA	4.5
-	MS. SIBY NEHA RIYA	317126502025	CHE	HETERO LABS LIMITED	1.9
19	MR. YARLAGADDA SRIDHAR	317126502030	CHE	HETERO LABS LIMITED	1.9
20	MR. YASWANTH RAM KUMAR CHUKKA	317126502031	CHE	DECCAN FINE CHEMICALS (INDIA) PVT. LTD.	3.54
-	MR. YASWANTH RAM KUMAR CHUKKA	317126502031	CHE	HETERO LABS LIMITED	1.69
21	MR. REDDI PAVAN KALYAN	318126502L01	CHE	DECCAN FINE CHEMICALS (INDIA) PVT. LTD.	3.54
-	MR. REDDI PAVAN KALYAN	318126502L01	CHE	HETERO LABS LIMITED	1.9
22	MR. SOMISETTY DILIP KUMAR	318126502L02	CHE	DECCAN FINE CHEMICALS (INDIA) PVT. LTD.	3.54
23	MR. GEDALA RAVI SAI PRSANNA KUMAR	318126502L03	CHE	DECCAN FINE CHEMICALS (INDIA) PVT. LTD.	3.54
-	MR. GEDALA RAVI SAI PRSANNA KUMAR	318126502L03	CHE	HETERO LABS LIMITED	1.9
24	MR. KANDREGULA SAI KISHORE	318126502L04	CHE	COVALENT LABORATORIES PRIVATE LIMITED	1.9
25	MR. P. KARUNAKAR REDDY	318126502L05	CHE	HETERO LABS LIMITED (BSR ENTERPRIZES)	1.9
26	MR. SIVAKOTI SURYA HARSHA	318126502L06	CHE	COVALENT LABORATORIES PRIVATE LIMITED	1.9

27	MR. LALAM PAVAN KUMAR	318126502L07	CHE	DECCAN FINE CHEMICALS (INDIA) PVT. LTD.	3.54
28	MR. B.B.S.SUMANTH KUMAR	318126502L08	CHE	VASUDHA PHARMA CHEM LIMITED	2.4
-	MR. B.B.S.SUMANTH KUMAR	318126502L08	CHE	COVALENT LABORATORIES PRIVATE LIMITED	1.9
29	MR. SAKINALA SAI	318126502L09	CHE	DECCAN FINE CHEMICALS (INDIA) PVT. LTD.	3.54
-	MR. SAKINALA SAI	318126502L09	CHE	COVALENT LABORATORIES PRIVATE LIMITED	1.9
30	MR. BADITABOYINA ARUN KUMAR	318126502L11	CHE	HETERO LABS LIMITED	1.9
31	MR. SEERAPU DILIP	318126502L15	CHE	DECCAN FINE CHEMICALS (INDIA) PVT. LTD.	3.54
-	MR. SEERAPU DILIP	318126502L15	CHE	HETERO LABS LIMITED	1.9
32	MR. SANIPINI SAI KRISHNA	318126502L16	CHE	DECCAN FINE CHEMICALS (INDIA) PVT. LTD. LIMITED	3.54
-	MR. SANIPINI SAI KRISHNA	318126502L16	CHC	HETERO LABS LIMITED	1.9
33	MR. CHEEPURUPALLI AYYAPPA	318126502L17	CHE	DECCAN FINE CHEMICALS (INDIA) PVT. LTD.	3.54
-	MR. CHEEPURUPALLI AYYAPPA	318126502L17	CHE	COVALENT LABORATORIES PRIVATE LIMITED	1.9
34	MR. G.MANIKYAM	318126502L18	CHE	DECCAN FINE CHEMICALS (INDIA) PVT. LTD.	3.54
-	MR. G.MANIKYAM	318126502L18	CHE	COVALENT LABORATORIES PRIVATE LIMITED	1.9
35	ALLADA JYOTHSNA	317126508002	CE	TCS	3.5
36	B.BALA YAMINI	317126508007	CE	VERITIS SOLUTIONS PVT. LTD.	2.7
37	BIRADHA LOHIT	317126508008	CE	DESIGN TRIBE INDIA. PVT. LTD	2.3
38	B PRANEETH	317126508009	CE	INFOSYS	3.6
39	B. KIRAN	317126508010	CE	IMEG	2.6
40	K SRIKAR DANIEL	317126508028	CE	HCL TECH	3
41	M SAI LALASA	317126508035	CE	INFOSYS	3.6
42	P CHINMAI	317126508041	CE	WOXSEN UNIVERSITY.	2.88
43	P VEERABABU	317126508042	CE	INFOSYS	3.6
44	T NEEHARIKA	317126508049	CE	FUJITSU	2
45	CH. V VIVEK	317126508L03	CE	DESIGN TRIBE INDIA. PVT. LTD	2.3
46	P. LOKESH BHARATH	317126508L07	CE	DESIGN TRIBE INDIA. PVT. LTD	2.3
47	CH.RAJESH	317126508L09	CE	DESIGN TRIBE INDIA. PVT. LTD	2.3
48	V. SAI KUMAR	317126508L15	CE	DESIGN TRIBE INDIA. PVT.	2.3

				LTD	
49	AMULYA JYOTHI BOBBILI	317126510005	CSE	INFOSYS LTD.	3.6
50	BURAGAPU MOUNIKA SRILALITHA	317126510010	CSE	ACCENTURE	4.5
51	BURAPU RAMYA BHAGYALATHA	317126510011	CSE	TCS NINJA	3.36
52	BURRI JEEVAN PRASANTH	317126510012	CSE	MINDTREE	2.97
53	CHERUKURI NIVEDITHA	317126510014	CSE	TCS NINJA	3.36
54	DAMARASINGI MOUNIKA	317126510015	CSE	ACCENTURE	4.5
55	DANDA VENKATA KOUSHIK	317126510016	CSE	PROLIFICS	3
56	DIVI SAI VIKAS	317126510017	CSE	ACCENTURE	4.5
57	GORLE LAKSHMI VENKATA SRAVANI	317126510019	CSE	INFINITE COMPUTER SOLUTIONS	3.5
58	GORLI SINDHU	317126510020	CSE	ACCENTURE	4.5
59	GUNDA VENKATA SAI PAVAN KUMAR	317126510022	CSE	EVOSYS GLOBAL	3.2
60	JOSYULA SAI VINAY	317126510025	CSE	INFOSYS LTD.	3.6
61	K PAVAN KALYAN	317126510026	CSE	ACCENTURE	4.5
62	KALAKONDA GUNA SRI SAI VENI	317126510027	CSE	INFOSYS LTD.	3.6
63	KOPPALA RAMAKRISHNA	317126510031	CSE	COGNIZANT GENC	4.5
64	KOTNI LAXMI SWARUP	317126510034	CSE	INFOSYS LTD.	3.6
65	LENKA HARSHITHA	317126510036	CSE	TCS NINJA	3.36
66	MANDALA AMITH	317126510037	CSE	ACCENTURE	4.5
67	MUNDURU HARSHINI	317126510038	CSE	HACKWITHINFY SES	5
68	NIDAMANURI SUMANTH	317126510039	CSE	AWS AMAZON	19
69	NUNNA JENNY SAI PRASANNA	317126510041	CSE	INFOSYS SP	8
70	PASULETEI NAVYA PRIYANGEL	317126510044	CSE	INFOSYS LTD.	3.6
71	RAPETI PRASANNA	317126510050	CSE	TCS NINJA	3.36
72	ROBBI MOURYA	317126510051	CSE	INFOSYS LTD.	3.6
73	SHAIK ATCHUKATLA ALIFA BEGUM	317126510053	CSE	WIPRO	3.5
74	YELISETTY	317126510059	CSE	ACCENTURE	4.5

	VINEELA				
75	BOLLAMPALLI YOGESH	317126510061	CSE	ACCENTURE	4.5
76	CHALUMURI SURYAPRATAP	317126510065	CSE	HACKWITHINFY SE	3.6
77	DOKI SAI KEERTHANA	317126510067	CSE	TCS NINJA	3.36
78	GALLA TARUNESWARA RAO	317126510069	CSE	INFOSYS DSE	5
79	GANGARAPU SARMISTANJALI	317126510070	CSE	TCS DIGITAL	7.7
80	GANGUNANI VENKATA SAI CHETANA	317126510071	CSE	INFOSYS LTD.	3.6
81	GONNABATTULA DEEPIKA	317126510073	CSE	AGGENE GLOBAL IT SERVICES	3
82	GORSA SAI LEELA SUSHMA	317126510076	CSE	ACCENTURE	4.5
83	KANAKAM MANIDEEP	317126510077	CSE	WIPRO	3.5
84	KAPUGANTI MANOJ	317126510078	CSE	APPS ASSOCIATES	4
85	KOLLA POORNA SANDEEP	317126510084	CSE	CONSULTADD	6
86	KOLUSU VANDANA	317126510086	CSE	ACCENTURE	4.5
87	LATCHIPATRUNI KALYAN PAVAN	317126510091	CSE	INFOSYS SP	8
88	MADDIPUDI SUDEEPTHI SWATHI	317126510092	CSE	ACCENTURE	4.5
89	MADDUKURI AKHIL	317126510093	CSE	ACCOLITE	5
90	MANE GAYATRI	317126510094	CSE	ACCENTURE	4.5
91	MEDISETTY SAI SWAROOP	317126510095	CSE	TCS NINJA	3.36
92	MUDDANA MONIKA KRISHNA	317126510096	CSE	ACCENTURE	4.5
93	MULAVEESALA RAGHAVA RAHUL	317126510098	CSE	TCS NINJA	3.36
94	MULLAPUDI SRI HARSHA	317126510099	CSE	WIPRO	3.5
95	NAKKANA CHOLAKESH	317126510100	CSE	WIPRO	3.5
96	NALLA BHARATH	317126510101	CSE	ACCENTURE	4.5
97	NETHALA JAICHAND	317126510102	CSE	ACCENTURE	4.5
98	PALLAGANI REMANTH MADHAV	317126510104	CSE	AWS AMAZON	19
99	PATTEM NAVEEN VENKATA SIVA	317126510105	CSE	TCS NINJA	3.36

	SAI				
100	SAI GUNA SEKHAR DUBA	317126510107	CSE	TCS NINJA	3.36
101	SAMMANGI ALEKYA	317126510110	CSE	TCS NINJA	3.36
102	SIVA RAMA ROHAN SUNKARAPALLI	317126510113	CSE	ACCENTURE	6.79
103	VALLA RISHITHA	317126510116	CSE	TCS NINJA	3.36
104	VANGAPANDU VINODHINI	317126510117	CSE	TCS DIGITAL	7.7
105	VARANASI KRISHNA CHAITANYA	317126510118	CSE	ACCENTURE	4.5
106	MR. VAMSI YEDUVAKA	317126510120	CSE	TECHMAHINDRA	2.6
107	ADARI MOUNIKA SATYA LAKSHMI	317126510121	CSE	ACCENTURE	4.5
108	BADA BHARATHI	317126510123	CSE	INFOSYS LTD.	3.6
109	BODDETI RAGA RANJITHA	317126510125	CSE	INFOSYS LTD.	3.6
110	BOLEM POORNA RAMA SATYA CHANDU	317126510127	CSE	INFOSYS LTD.	3.6
111	BUDANKAYALA SURYA PRATIBHA	317126510129	CSE	HEXAWARE	3.5
112	BUDDHARAJU SAI MANOJ VARMA	317126510130	CSE	ACCENTURE	4.5
113	CHADUVULA VINAY	317126510131	CSE	WIPRO	3.5
114	CHEEPURUPALLI VASANTH KUMAR	317126510132	CSE	HACKWITHINFY SES	5
115	CHERUKURI SHIVANI	317126510133	CSE	WIPRO	3.5
116	CHIKKALA LAKSHMIPRIYA	317126510134	CSE	ACCENTURE	4.5
117	CHITTELA VENKATA KRISHNA REDDY	317126510135	CSE	INFOSYS LTD.	3.6
118	DOWLURI PRAVALLIKA	317126510137	CSE	WIPRO	3.5
119	GUNTURU DEEPTHI	317126510140	CSE	ACCENTURE	4.5
120	KADULURI RAMESH	317126510143	CSE	INFOSYS DSE	5
121	KAKARA DEEPTHI	317126510144	CSE	INFINITE COMPUTER SOLUTIONS	3.5
122	KANITHI MEENAKSHI	317126510145	CSE	INFOSYS LTD.	3.6
123	KARANAM JAHNAVI	317126510146	CSE	TCS NINJA	3.36
124	KORUPROLU NAGAVINITH	317126510148	CSE	ACCENTURE	4.5



125	MADDALA SHIVA NARAYANA ABHIRAM	317126510150	CSE	HACKWITHINFY PPI	8
126	MD HAFSHA FIRDOUS	317126510152	CSE	MINDTREE	2.97
127	NIDAMARTHI SATYA SAI RAMA CHANDRA	317126510156	CSE	INFYTQ SE	3.6
128	PRATYUSHA SURLA	317126510160	CSE	MINDTREE	2.97
129	SARIPALLI PUSHPA MOULIKA	317126510165	CSE	TCS NINJA	3.36
130	SASUMANA RAHUL	317126510167	CSE	INFINITE COMPUTER SOLUTIONS	3.5
131	SHEEMA PATRO	317126510169	CSE	ACCENTURE	4.5
132	SOMARAJU DINESH	317126510170	CSE	INFOSYS DSE	5
133	SREERAM AAKANKSHA	317126510171	CSE	TCS NINJA	3.36
134	SUNKARA GNANA SRI	317126510172	CSE	TCS NINJA	3.36
135	THAMMINENI NAGA CHANDRAMOULI	317126510174	CSE	HYUNDAI MOBIS	4.5
136	VAJJA SAI SAMPATH GOWRI	317126510176	CSE	TCS NINJA	3.36
137	VUYYURI SAI JAHNAVI	317126510179	CSE	AWS AMAZON	19
138	BHOOMIREDDY JAGADEESWARI	318126510L02	CSE	TCS NINJA	3.36
139	UDDANDAM VENKAT HARISH	318126510L03	CSE	TCS DIGITAL	7.7
140	TORATI SATYANARAYANA	318126510L05	CSE	ACCENTURE	4.5
141	G NIKHIL	318126510L06	CSE	ACCENTURE	4.5
142	BALA SURYA VISWANADH PALANKI	318126510L10	CSE	TCS NINJA	3.36
143	NEELI SRI KRISHNA SAI TEJA	318126510L24	CSE	ACCENTURE	4.5
144	ADDURI MARUTHI SIVA RAMA RAJU	318126510L25	CSE	INFOSYS DSE	5
145	GUJJU SRINIVASA PRIYA	318126510L30	CSE	TCS NINJA	3.36
146	ANGATI YAMINI	317126514002	EEE	INFOSYS	3.65
147	B BHARGAVA	317126514005	EEE	INFOSYS	3.65
148	DASAMANTHARA O JAYANTH	317126514013	EEE	INFOSYS	3.65
149	ERUSU VENU VENKATA SURENDRA	317126514015	EEE	INFOSYS	3.65

	REDDY				
150	GANTA SAI DEEPAK	317126514016	EEE	JUNIOR ASSISTANT IN APEPDCL	4
151	GODAVARTHI VARUN	317126514018	EEE	COGNIZANT	4
152	GOLLU SAI SHANKAR	317126514019	EEE	ACCENTURE	4
153	GOPSETTI VENKATA TRILOK	317126514020	EEE	INFOSYS	3.65
154	KANDREGULA REVANTH	317126514025	EEE	WIPRO	3.6
155	KARRI DIVYA VENU	317126514026	EEE	INFOSYS	3.65
156	KAVUTAVARAPU JEEVAN	317126514027	EEE	ACCENTURE	4
157	KORIBILLI DURGA MALLESWARA RAO	317126514028	EEE	COGNIZANT	4
158	LAKSHMI KIRANMAYI CHELLUBOYINA	317126514031	EEE	INFOSYS	3.65
159	MANTHRI SAIKUMAR	317126514032	EEE	TECH MAHENDRA	4
160	NADIMINTI LALITESH	317126514036	EEE	TCS	3.6
161	KOSURU SAI PURUSHOTHAM	317126514029	EEE	WIPRO	3.6
162	PICHUKA PAVAN SREE	317126514042	EEE	INFOSYS	3.65
163	RAJANA RAJESH	317126514046	EEE	WIPRO	3.6
164	RAVI MONIKA SAI	317126514048	EEE	WIPRO	3.6
165	RAVURI VEERA RAGHAVA SAI MANIKANTHA	317126514049	EEE	TCS	7.02
166	REMELLA SRI CHANDANA	317126514050	EEE	WIPRO	3.6
167	SARIPALLI ANUSHA	317126514053	EEE	COGNIZANT	4
168	THATIKONDA DHARANI	317126514056	EEE	CAPGEMINI	4
169	TIRUMALA REDDY DURGA GOUTAM PRASAD	317126514057	EEE	HEXAWARE	4
170	ANUJU SAMUEL RAJU	317126514061	EEE	COGNIZANT	4
171	BAGADI RAVITEJA	317126514063	EEE	INFOSYS	3.65
172	BINGI DEEPIKA	317126514064	EEE	TCS	3.6
173	BONAGIRI YOGESHWARA AJITH NARAYANA	317126514065	EEE	INFOSYS	3.65
174	BOYA KARTHIK	317126514066	EEE	COGNIZANT	4
175	ESWARA SRIRAM KASHYAP	317126514072	EEE	INFOSYS	3.65

176	GANTHAKORA JYOSHNA	317126514073	EEE	TCS	3.6
177	GORLE SHANMUKHA NARAYANA	317126514075	EEE	CAPGEMINI	4
178	GUJJALA PAVAN KUMAR	317126514076	EEE	ACCENTURE	4
179	JILLUDIMUDI PAVAN KALYAN	317126514079	EEE	INFOSYS	3.65
180	KANDI AJITH NAIDU	317126514080	EEE	TCS	3.6
181	KANDIBOINA SRI HARSHITHA	317126514081	EEE	COGNIZANT	4
182	KANDIPALLI VINAY KUMAR	317126514082	EEE	TCS	3.6
183	KOLA BHARGAV SAI	317126514085	EEE	TCS	3.6
184	NAZIA KHAN	317126514089	EEE	INFOSYS	3.65
185	RAVALI KENGUVA	317126514095	EEE	TCS	3.6
186	RAZAB ALI	317126514097	EEE	TCS	3.6
187	REPALLI VENKATA SAI RAKESH	317126514098	EEE	INFOSYS	3.65
188	RONGALI RAKESH	317126514099	EEE	WIPRO	3.6
189	SAVALAPURAPU DIVYA	317126514102	EEE	INFOSYS	3.65
190	SHAIK AHAMADI	317126514103	EEE	MIND TREE	3.65
191	SONTYANA NIKHILA	317126514105	EEE	TCS	3.6
192	SUKKA S V S AMULYA	317126514106	EEE	CAPGEMINI	4
193	SYED AHMED BILAL RAZA	317126514107	EEE	TCS	3.6
194	YAMALA LEELA PRASAD	317126514118	EEE	INFOSYS	3.65
195	YELLAMANCHILI RAJA SEK HAR YADAV	317126514120	EEE	WIPRO	3.6
196	ADABALA JAITEJA	317126514121	EEE	INFOSYS	3.65
197	ARETI KAMAL SANDEEP	317126514122	EEE	ACCENTURE	4
198	BAGATHI USHARANI	317126514123	EEE	HACKWITH INFY	3.6
199	BENDI DILEEP KUMAR	317126514124	EEE	TCS	3.6
200	BHASURU PAVAN S V ATCHUTH KUMAR	317126514125	EEE	TCS	3.6
201	DAMULURI TANUJA	317126514129	EEE	MIND TREE	3.65
202	GANNI JAYA SRI	317126514132	EEE	ACCENTURE	4
203	GAUTAM SAURAV	317126514134	EEE	INFOSYS	3.65
204	GEDALA SURYA PRAKASH	317126514135	EEE	INFOSYS	3.65

205	KADAMBARI MANIDEEP	317126514137	EEE	PRINCIPLA GLOBAL SERVICES	6
206	KAKANURI SHARABHA REDDY	317126514138	EEE	TCS	3.6
207	MARUPU JANAKI RAMAYYA	317126514149	EEE	INFOSYS	3.65
208	MOLLI MANIKANTA	317126514152	EEE	CHANDU SOFT TECHNOLOGIES	2
209	PALURI VENKATA ABHIRAM	317126514154	EEE	EFFTRONICS	3.6
210	PAVAN KUMAR ROKKAM	317126514156	EEE	TCS	3.6
211	PENTA DUSHYANTH	317126514158	EEE	CAPGEMINI	4
212	PUSARLA VINAY BHASKAR	317126514160	EEE	COGNIZANT	4
213	PYLA PRASUNA	317126514161	EEE	IBM	3.6
214	SAI PAVAN RAMBHATLA	317126514164	EEE	INFOSYS	3.65
215	SALUGU PRAVALLIKA	317126514165	EEE	WIPRO	3.6
216	TAMARAPALLI SRI PAVANI	317126514168	EEE	IBM	3.6
217	TANGETI SATYA KRISHNA	317126514169	EEE	WIPRO	3.6
218	TUMARADA SAITEJA	318126514L04	EEE	MIRACLE SOFTWARE	2.14
219	KASUKURTHI SRINIVAS	318126514L09	EEE	ZENSAR TECHNOLOGIES	4
220	CHILLA BHARGAV NARASIMHA REDDY	318126514L10	EEE	SMARTR ROTAMAC	4
221	SHAIK NANNE BASHA	318126514L11	EEE	TECH MAHENDRA	3.6
222	SAIRIGAPU NARAYANA MURTHY	318126514L26	EEE	INFOSYS	3.65
223	KAMMAKATTU BHARATH REDDY	318126514L29	EEE	MPHASIS	3.25
224	RAMASINGU SREE NITESH	317126514047	EEE	TCS	7.02
225	DHANNINI SHIRISHA	317126514069	EEE	TCS	3.6
226	MAKAM PREETHI ARYAVARTHAN	317126514088	EEE	ACCENTURE	4
227	SHINAGAM RAMYA	317126514167	EEE	ACCENTURE	4
228	YELURI MONICA	317126514172	EEE	TCS	3.6
229	SAPPIDI DEVI	318126514L12	EEE	COGNIZANT	4
230	SAVARALA NAVEEN	318126514L13	EEE	TCS	3.6
231	TARIMINI	318126514L14	EEE	INFOSYS	3.65

	JAYARAM				
232	NALLURI DILEEP	318126514L15	EEE	TCS	3.6
233	AKULA SANTHISWAROOP KUMAR	318126514L16	EEE	INFOSYS	3.65
234	KARANAM PRAVEEN	318126514L17	EEE	TCS	3.6
235	NULU YERY VEERA VENKATA SATYA SAI THANUJA	318126514L19	EEE	CONCENTRIX (2.5 LPA)	2.5
236	SUNNAPU SAI KUMAR	318126514L30	EEE	TECH MAHINDRA	4
237	ADDURI PRATYUSHA	317126512001	ECE	ACCENTURE	4.5
238	ALTI YESWANTH SAI	317126512002	ECE	TCS NINJA	3.6
239	BALLA NAGA BHARATHCHAND RA	317126512003	ECE	ACCENTURE	4.5
240	BANDARU SATYA PAVAN SUMANTH	317126512004	ECE	ACCENTURE	4.5
241	BHAVIRISETTY CHANDRA MANIKANTA	317126512005	ECE	CAPE GEMINI	4
242	BHOGAVALLI KASI VINAY CHOWDARY	317126512006	ECE	TCS NINJA	3.6
243	BOINA BAVITHA	317126512007	ECE	INFOSYS (DSE)	5
244	BOLLA CHAITANYA	317126512008	ECE	INFOSYS LTD	3.6
245	BONGU ATCHYUTHA VENKATESWARAR AO	317126512009	ECE	COGNIZANT	4.5
246	D RAMYA	317126512014	ECE	TCS NINJA	3.6
247	DAMODARA VENKATA SAI KEERTHI	317126512015	ECE	ACCENTURE	4.5
248	DASARI NIHARIKA	317126512016	ECE	INFOSYS LTD	3.6
249	GADE CHAITANYA PRASAD	317126512019	ECE	TCS DIGITAL	7.7
250	GORREMUCHU DAVID ELIEZER	317126512020	ECE	INFOSYS LTD	3.6
251	GUDLA SAI GANESH	317126512021	ECE	HEXAWARE	4
252	JAYANTHI SAI PRAVEEN	317126512022	ECE	TCS NINJA	3.6
253	KEERTHI PRATHYUSHA KARRI	317126512026	ECE	TCS NINJA	3.6
254	KORLAPATI SOWMYA SREE	317126512030	ECE	TCS NINJA	3.6



255	KURIMINELLI RAVI CHANDRA	317126512032	ECE	TCS NINJA	3.6
256	KURMANA ANISHA KEERTHI	317126512033	ECE	TCS NINJA	3.6
257	MADHURI DASARI	317126512034	ECE	TCS NINJA	3.6
258	MANDELA JAYA NAGENDRA SANDEEP	317126512035	ECE	TCS NINJA	3.6
259	MANTRI BALAJI	317126512036	ECE	TCS NINJA	3.6
260	MAVURU SUPREETHI	317126512037	ECE	TCS NINJA	3.6
261	NADIPALLI CHANDRA SEKHAR	317126512040	ECE	ACCENTURE	4.5
262	NAGOTHI SUMITRANJALI	317126512041	ECE	TCS NINJA	3.6
263	NIKKULA HEMANJALI	317126512044	ECE	ACCENTURE	4.5
264	PATNALA VENKATA NAGA SRI HYMA	317126512046	ECE	ACCENTURE	4.5
265	POLAMARASETTY PRUDHVIRAJU	317126512047	ECE	TCS NINJA	3.6
266	REDDY NAVYA SAI	317126512048	ECE	TCS NINJA	3.6
267	RELANGI BALAJI KANAKA SAI KUMAR	317126512049	ECE	ACCENTURE	4.5
268	SAMUDRALA SATYANARAYANA MANOJ	317126512050	ECE	ACCENTURE	4.5
269	TALAGADADEEVI POOJA	317126512052	ECE	INFOSYS LTD	3.6
270	TALLAPUDI RAMYA	317126512053	ECE	ACCENTURE	4.5
271	VADDI VENKATA SAI SUMANTH	317126512055	ECE	TCS CODEVITA	4.5
272	VEERNI SUHRUTH	317126512056	ECE	ACCENTURE	4.5
273	VUDDAVOLU VARSHITH	317126512058	ECE	TCS NINJA	3.6
274	YARRARAPU MALATHI	317126512060	ECE	TCS NINJA	3.6
275	KROVVIDI SIVA RAMA PRAVEEN	318126512L01	ECE	KAIROS	8
276	KARANAM PRAVALLIKA	318126512L04	ECE	TCS DIGITAL	7.7
277	CHILAKAMARRI S V S S UPENDRA	318126512L05	ECE	HYUNDAI MOBIS	4.5
278	KUPPANNAGARI SAI DURGA CHARISHMA PATNAIK	318126512L06	ECE	INFOSYS LTD	3.6
279	MOTURU HARITHA	318126512L07	ECE	ACCENTURE	4.5

280	RAAVI ABHISHEK	318126512L08	ECE	ACCENTURE	4.5
281	ANISSETTY J V SAI TEJA	318126512L09	ECE	TCS NINJA	3.6
282	RAGHUPATRUNI SAROJA SNEHA	318126512L11	ECE	LINCOLN TECH	2.2
283	ABOTHU PASYANTHI PADMA MALINI	317126512061	ECE	ACCENTURE	4.5
284	ALAMURU SURYA VENKATA RAMYA RAGHUVU	317126512062	ECE	ACCENTURE	4.5
285	ALLA DINESH	317126512063	ECE	TCS NINJA	3.6
286	BENHAR KUMAR GORJI	317126512067	ECE	ACCENTURE	4.5
287	BUDDA SRI HARSHA	317126512069	ECE	MINDTREE	2.97
288	CHELLINGI SATHYA VENKATA SAI	317126512071	ECE	INFOSYS LTD	3.6
289	DESALANKA SRI SATYA DHARMA TEJA	317126512074	ECE	INFOSYS LTD	3.6
290	GANGISETTI SHANMUKHA NAGA HARI PRIYA	317126512075	ECE	TCS NINJA	3.6
291	GODI ANUSHA	317126512076	ECE	TCS NINJA	3.6
292	G BAPANANYA HARISH	317126512077	ECE	INFINITE COMPUTER SOLUTIONS	3.7
293	GRANDHI RAMESH	317126512078	ECE	SASKEN TECHNOLOGIES	3.6
294	GULLIPALLI SANJAY BHARGAV	317126512079	ECE	TCS NINJA	3.6
295	K SNEHA	317126512081	ECE	WIPRO	3.5
296	K.GAYATRI SIRISHA	317126512082	ECE	PROLIFICS	3
297	KOLLA SAHITHI	317126512083	ECE	ACCENTURE	4.5
298	KONDADADI KAUSAL	317126512085	ECE	ACCENTURE	4.5
299	KORLA SAIKIRAN	317126512086	ECE	TCS NINJA	3.6
300	MADINA LAXMIPRIYA	317126512087	ECE	ACCENTURE	4.5
301	MUMMIDIVARAP U NAGA PUJITHA	317126512088	ECE	WIPRO	3.6
302	MARUVADA HIMAJA	317126512089	ECE	TCS NINJA	3.6
303	MORTHA ASHASUMITRA	317126512092	ECE	ACCENTURE	4.5
304	NANNETI ROSHINI	317126512094	ECE	ACCENTURE	4.5
305	PARUPUDI SRINIVAS TEJA	317126512097	ECE	TCS NINJA	3.6
306	PEELA PAVAN KUMAR	317126512100	ECE	TCS NINJA	3.6

307	PENTAKOTA MANJUSHA	317126512101	ECE	ACCENTURE	4.5
308	PERUGU SUHASINI	317126512102	ECE	TCS NINJA	3.6
309	PILLA KUSUMA KUMARI	317126512103	ECE	TCS DIGITAL	7.7
310	RAJAPU VINAY SAI	317126512104	ECE	TCS NINJA	3.6
311	SADANALA TANISHQ VENKATA SATYA SRI PAVAN	317126512107	ECE	INFOSYS LTD	3.6
312	SARAGADAM GANA VENKATESH	317126512109	ECE	TCS DIGITAL	7.7
313	SARIPALLI HRUTHIKA	317126512110	ECE	INFOSYS (DSE)	5
314	SOMANATHI SRINIVASA RAVI TEJA	317126512112	ECE	ACCENTURE	4.5
315	LAKSHMI NAGA SAMEERA SUNKARA	317126512113	ECE	INFOSYS LTD	3.6
316	THAMMINANA DHEERAJ KUMAR	317126512115	ECE	TCS NINJA	3.6
317	THOTA ABHIGNA	317126512116	ECE	ACCENTURE	4.5
318	VANJARAPU BHARATHI	317126512118	ECE	ACCENTURE	4.5
319	KEDARISSETTY AMRUTHA	318126512L13	ECE	INFOSYS (DSE)	5
320	MADAKA BHARGAV SAI	318126512L15	ECE	INFOSYS LTD	3.6
321	CHUNCHU MOUNIKA	318126512L16	ECE	WIPRO	4.5
322	YALAMANCHILI V V SATYA AVINASH KUMAR	318126512L17	ECE	INFOSYS (DSE)	5
323	YALLA RENUKA	318126512L18	ECE	ACCENTURE	4.5
324	CHIKKALA VENKATA LAKSHMI	318126512L19	ECE	ACCENTURE	4.5
325	PAVULURI JASWANTH	318126512L21	ECE	TCS NINJA	3.6
326	KOLLEPARA VIJAYA TEJ	318126512L24	ECE	TCS CODEVITA	4.5
327	SATYA SAI PRAVEEN ANDRA	317126512121	ECE	INFOSYS LTD	3.6
328	BADIYA PAVAN KHAGESH	317126512122	ECE	TCS NINJA	3.6
329	BALABOLU SAI AKHILESH	317126512123	ECE	TCS NINJA	3.6
330	BEVARA GOVARDHAN	317126512125	ECE	WIPRO	3.6

331	BODA LAKSHMIKANTH	317126512126	ECE	INFOSYS LTD	3.6
332	BOOSA JNANA CHANDRA MEGHANA	317126512127	ECE	WIPRO	4.5
333	BORRA AAKASH	317126512128	ECE	ACCENTURE	4.5
334	BURAGA MADHU BABU	317126512129	ECE	TCS NINJA	3.6
335	CHOWDARI SANDEEPTHI	317126512130	ECE	INFOSYS LTD	3.6
336	DODDI VENUSREE	317126512131	ECE	WIPRO	4.5
337	GEDELA RAKESH	317126512132	ECE	INFOSYS LTD	3.6
338	GEMBALI SARVANI	317126512133	ECE	INFOSYS (DSE)	5
339	GUNUPURU VAMSI KRISHNA	317126512135	ECE	TCS NINJA	3.6
340	JAMPANA VENKATA LALITHADEVI	317126512136	ECE	TCS NINJA	3.6
341	JASTI MEHER PRANAV	317126512137	ECE	INFOSYS LTD	3.6
342	JUTTADA JAHNAVI SRAVYA	317126512138	ECE	INFOSYS LTD	3.6
343	KONA VENKATA SAI HARISH KUMAR	317126512140	ECE	TCS NINJA	3.6
344	KOTA TARUN VENKAT SAI KUMAR	317126512141	ECE	ACCENTURE	4.5
345	KUNCHAM SURYA PAVAN	317126512142	ECE	HYUNDAI MOBIS	4.5
346	LAKKIMSETTI SUMANTH	317126512143	ECE	ACCENTURE	4.5
347	MAJJI JAYAPRAKASH	317126512144	ECE	TCS NINJA	3.6
348	MANGA SRIMANNARAYAN ASHIVA GANESHKARTHIK EYA	317126512146	ECE	PHENOM PEOPLE	5.5
349	MANYAM JAYASREE	317126512147	ECE	TCS NINJA	3.6
350	MD TAJ NAWAZ	317126512148	ECE	TCS NINJA	3.6
351	MEDAPUREDDY KALYAN RAM	317126512149	ECE	INFOSYS LTD	3.6
352	MOHAMMAD ANSAR	317126512150	ECE	MINDTREE	4.5
353	PASUMARTHI SREEPADA SHANMUK HRITHIK	317126512155	ECE	INFOSYS (SP)	8
354	PILLA VENKATA SANDEEP MANIDHAR	317126512156	ECE	ACCENTURE	4.5

355	PITTA SONIA	317126512157	ECE	ACCENTURE	4.5
356	PODA SAI VAMSI DHEERAJ	317126512158	ECE	WIPRO	8
357	POTNURU PRAMOD	317126512159	ECE	TCS NINJA	3.6
358	POTNURU SANDHYA	317126512160	ECE	INFINITE COMPUTER SOLUTIONS	4.5
359	VAMSI PIRIYA	317126512161	ECE	COGNIZANT	3.3
360	PUKKALA PRAVEEN	317126512162	ECE	TCS NINJA	3.6
361	R DEEPESH	317126512164	ECE	ACCENTURE	4.5
362	RUQAIYYA	317126512165	ECE	INFOSYS LTD	3.6
363	SAMIREDDY VENKATA VARAHA SAI PRADEEP	317126512166	ECE	TCS DIGITAL	7.7
364	SHAIK MAHABOOB SUBHANI	317126512167	ECE	ACCENTURE	4.5
365	SINGAMPALLI JITENDRA RAMANA MURTHY	317126512168	ECE	INFOSYS LTD	3.6
366	SODADASI MANI SWAROOP	317126512170	ECE	INFOSYS (DSE)	5
367	SURA DIVYA	317126512172	ECE	INFOSYS LTD	3.6
368	VAJJA PAVANKALYAN	317126512173	ECE	SMART ROTOMACH	2.6
369	VASUPALLI ROHIT	317126512174	ECE	INFOSYS LTD	3.6
370	VENKUMAHANATH I SIVA SAI PUNEETH	317126512176	ECE	INFOSYS LTD	3.6
371	VENNA PANKAJA PHANI	317126512177	ECE	MINDTREE	2.97
372	VIPPILI CHARISHMA DEVI	317126512178	ECE	TCS NINJA	3.6
373	YASHWANTH SURYA KANDREGULA	317126512180	ECE	TCS NINJA	3.6
374	CHALLA NARAYANA SWAMY	318126512L26	ECE	INFOSYS LTD	3.6
375	KANDREGULA ASHA SURYA SIRISHA	318126512L27	ECE	MINDTREE	2.97
376	INDUPRIYA	318126512L28	ECE	TCS NINJA	3.6
377	ALLADI NAGENDRA PRASAD	318126512L29	ECE	WIPRO	2.97
378	NARAYANA DHEERAJ	318126512L30	ECE	INFOSYS LTD	3.6
379	BONTHU MANI SHANKAR	318126512L31	ECE	ACCENTURE	4.5



380	PATHI MAHENDRA	318126512L33	ECE	ACCENTURE	4.5
381	INDUKURI SUSHMA	318126512L36	ECE	CAPE GEMENI	4
382	APPIKATLA VINEETH	317126511002	IT	INFOSYS	3.6
383	BOLISSETTY SURYA SATYASAI LAXMI RATNARESHMI	317126511006	IT	EFFTRONICS	3.98
384	BUDDHULA MANEESHA	317126511007	IT	TCS NINJA	3.36
385	CHINNAMMA NAIDU M	317126511008	IT	AWS AMAZON	19
386	DASARI SAIRAM	317126511009	IT	TCS NINJA	3.36
387	GADDIBHUKTA KARTHIK VASANTH	317126511010	IT	INFOSYS LTD	3.6
388	GANGIRI NARENDRA	317126511011	IT	INFOSYS LTD	3.6
389	GIDUTHURI HARI CHANDANA	317126511013	IT	TCS NINJA	3.36
390	GUDIMELLA RAGHU RAM MOULI	317126511014	IT	ACCENTURE	3.5
391	GURUGUBELLI MEGHANA	317126511015	IT	ACCENTURE	4.5
392	KORADA RACHANA	317126511022	IT	TCS CODEVIT	3.6
393	KOTAMSETTI DEEPTHI	317126511023	IT	INFINITE COMPUTER SOLUTIONS	3.5
394	MEGHANA POTTA	317126511025	IT	INFOSYS LTD	3.6
395	PADMANABHUNI HARSHITHA	317126511028	IT	HEXAWARE	3.5
396	PATNAIKUNI INDRANI SAI PRANAVI	317126511030	IT	TCS DIGITAL	3.6
397	PEMMA SIVA	317126511032	IT	TCS CODEVITA	5
398	RAKOTI RAM SAI HEMANTH	317126511037	IT	INFOSYS	4
399	SAHUKARA AKASH	317126511042	IT	TCS NINJA	5
400	SAJJA ROHITHA	317126511043	IT	ACCENTURE	3.5
401	SIRAM LAKSHMI SUKANYA	317126511045	IT	TCS NINJA	3.6
402	SUVARNA BHAVYA	317126511050	IT	PROLIFICS	3
403	THOTA VENKATA SURYAVAMSI	317126511053	IT	TCS NINJA	3.36
404	TIGUTI AKHIL	317126511054	IT	HEXAWARE	3.5
405	VINNAKOTA AKHIL	317126511056	IT	AMADEUS	3.36
406	ADARSH DAS ELLA	317126511059	IT	WIPRO/ACCENTURE/INFINI TE COMPUTERS	4.5

407	ADI VAMSI SAIRAM	317126511060	IT	HEXAWARE	3.6
408	ANANTAPALLI P S B VYSHNAV	317126511062	IT	CEREBLIS	3.36
409	BOINA MOHAN SAI SANTOSH KUMAR	317126511066	IT	TCS NINJA	3.36
410	CHERUKURI ARUL VIJAY KUMAR	317126511069	IT	TCS NINJA	4
411	GALI NAGA RAJU	317126511071	IT	TCS NINJA	3.36
412	GODAVARTHI POOJA	317126511074	IT	TCS NINJA	3.36
413	GORTHI SAI SRI SINDHUJA	317126511075	IT	HEXAWARE	3.6
414	KADIMISSETTY NAYANIKA	317126511078	IT	HACKWITHINFY SES	5
415	KANDURI SAI SANGAMESWARA AADITHYA	317126511081	IT	HACKWITHINFY PPI	8
416	KANURI VAMSI	317126511082	IT	HEXAWARE	3.5
417	KINTHALI LAVANYA	317126511084	IT	TCS NINJA	3.36
418	KONDABOLU SARASWATHI	317126511086	IT	TCS NINJA	3.6
419	KULUKURI SAI UTTEJ	317126511087	IT	TCS NINJA	3.36
420	MOLLETTI MOUNIKA PRIYA	317126511092	IT	ACCENTURE/TECH TAMMINA	4.5
421	NAMBARU PAVAN SAI	317126511094	IT	INFOSYS LTD	3.6
-	NAMBARU PAVAN SAI	317126511094	IT	INFY DSE	5
422	NARKEDIMILLI JNANESWARA KRISHNA VAMSI	317126511095	IT	TCS CODEVITA	3.36
423	NARTHU SAILAVANYA	317126511096	IT	INFOSYS LTD/TCS NINJA	3.6
424	PALUKURI YOGITHA	317126511098	IT	TCS NINJA/ACCENTURE	3.36
425	PANDA ISHPITHA	317126511100	IT	INFOSYS LTD	3.6
426	SATYAVARAPU BINDU SRI	317126511105	IT	BYJUS	8
427	VAIDA ALEKHYA	317126511109	IT	TCS NINJA	3.36
428	VENKATA MANIKANTA KALLURI	317126511111	IT	AWS AMAZON	19
429	A HARI KRISHNA REDDY	317126511113	IT	WIPRO	3.5
430	ADABALA SRINADH	317126511114	IT	TCS NINJA	3.6
431	BAMMIDI DURGA PRASAD	317126511117	IT	TCS NINJA	3.36
432	BANDI BHARATH	317126511118	IT	NUEVE	3

	KUMAR			SOLUTIONS/ACCENTURE	
433	BITRAPATI HARSHA VARDHAN	317126511120	IT	DAZEWORKS(INTERNSHIP)	2.2
434	BURRA VENKATA KARMANYA SHRUTI	317126511123	IT	INFOSYS LTD	3.6
435	CHATURYA PIDINTLA	317126511124	IT	TCS NINJA	3.36
436	CHINTA SAI LOKESH	317126511126	IT	WIPRO	3.5
437	DATLA KIRTI	317126511129	IT	ACCENTURE	3.5
438	KALIVARAPU VIHAR	317126511133	IT	TCS NINJA	3.36
439	KALLA UDAYMITHRA	317126511135	IT	MINDSTIX	4
440	KARRI VISWANADACHA KRAVARTHY	317126511137	IT	RAKUTEN	7
441	RESAPU SAI TEJASWINI	317126511139	IT	EVOSYS	3.2
442	MAHIDHAR GEDELA	317126511140	IT	TCS NINJA	3.36
443	MANDAPATI SWATHI	317126511143	IT	INFINITE COMPUTER SOLUTIONS	3.5
444	NAGALI DHARANI KUMARI	317126511147	IT	ACCENTURE	3.5
445	PAPPALA ALEKHYA	317126511150	IT	TCS NINJA	3.6
446	PASAM AKASH REDDY	317126511152	IT	AWS AMAZON	19
447	PASUMARTY SOWMIKA	317126511153	IT	ACCENTURE	3.5
448	PILLALA VENKATA ANIRUDH	317126511154	IT	ACCENTURE	4
449	POKALA VENKATA RAVITEJA	317126511156	IT	HEXAWARE	3.5
450	PRAVEEN BANDARU	317126511157	IT	TCS CODE VITA	3.6
451	SAHINI SAI CHAITANYA	317126511160	IT	TCS NINJA	4
452	SANGAPU SOWJANYA	317126511161	IT	ACCENTURE	3.6
453	SHAIK NASEER	317126511162	IT	PROLIFICS	3
454	TANGUDU ROHITKUMAR	317126511165	IT	TCS CODEVITA	5
455	VEDARAJU LAKSHMI SAI SRAVANI	317126511168	IT	TCS NINJA	3.36
456	NIVED RAJ	317126511027	IT	BYJUS	8
457	ASMITHA PADHI	317126511115	IT	WHITE HAT JUNIOR	3.36
458	BENDALAM VINAY KUMAR	317126511003	IT	MINDTREE	2.97

459	MANDA HARSHITA	317126511024	IT	TCS NINJA/ACCENTURE	3.36
460	MULAGADA SAI DIVYA	317126511026	IT	ACCENTURE	4.5
461	PALAGHAT HARIHARAN SARASWATHI	317126511029	IT	TCS NINJA	3.36
462	PENTAKOTA LAVANYA	317126511033	IT	ACCENTURE	4.5
463	SHAHUKARI YINDHUMATHI	317126511044	IT	TCS DIGITAL	4
464	SUMANTH ADABALA	317126511049	IT	INFOSYS LTD	3.6
465	TANGUDU AMRUTHA	317126511051	IT	INFOSYS LTD	3.6
466	TANGUDU SAI SANTOSHI	317126511052	IT	INFOSYS LTD	3.6
467	VOGGU SARATH CHANDRA REDDY	317126511057	IT	INFOSYS LTD	3.6
468	YEDUPATI SHAMINI	317126511058	IT	MINDTREE	2.88
469	BALANAGU KAVYA	317126511063	IT	INFOSYS DSE	5.5
470	GIDUTURI VASANTH RAJ	317126511073	IT	ACCENTURE	4.5
471	KAMALAPURAM NAVEEN	317126511079	IT	ACCENTURE	4.5
472	KARRI SURYA SAI ANU SRIHITHA	317126511083	IT	ACCENTURE	4.5
473	KOLLURU V K N S VAIDEHI	317126511085	IT	ACCENTURE	4.5
474	PAIDI MOUNICA SRAVANTHI	317126511097	IT	ACCENTURE	4.5
475	CHIDALLA VEDA VARSHITH SAI	317126511125	IT	INFOSYS LTD	3.6
476	SAKALABHAKTUL A SATEESH KUMAR	317126511104	IT	INFY DSE/MINDTREE/WIPRO/ACCENTURE	5
477	CHITLURI SAI AKHIL	317126511127	IT	INFY DSE	5
478	VADDI RAVALI	317126511108	IT	WIPRO	3.5
479	VAITLA DURGA PRANEETHA	317126511110	IT	INFOSYS LTD	3.6
480	DANTULURI SAI SINDHUJA	317126511128	IT	WIPRO	3.5
481	JADA PAVAN KALYAN	317126511132	IT	WIPRO	3.5
482	KALLA SYAMA LATHA	317126511134	IT	INFOSYS LTD	3.6
483	VENKUMAHANTI SAI TARUN	317126511169	IT	INFOSYS LTD	3.6
484	KOLAGATLA SAIRAM	317126511138	IT	INFOSYS LTD	3.6

485	MALLEMOGGALA VINEETHA	317126511141	IT	INFOSYS	4
486	NADUPURI RAJENDRA	317126511146	IT	INFOSYS	3
487	VUKKEM MEENA MADHURI	317126511112	IT	UST GLOBAL	4.5
488	ALLURI VISHNU	317126520002	ME	TCS NINJA,ACCENTURE	3.36
489	BODDU ESWAR VENKAT SAI	317126520005	ME	CHEGG	2.4
490	BORA BINDU MADHAVI	317126520007	ME	TCS NINJA,ACCENTURE	3.36
491	BOTTA BHASKARA ADHITYA SAI YESWANTH	317126520009	ME	AMAZON	3.9
492	CHANDANA LANDA	317126520012	ME	TCS NINJA	3.36
493	DASIKA VENKATA SAI SHASHIDHAR	317126520013	ME	TCS NINJA,ACCENTURE	3.36
494	DATLA MURALI MANOHAR VARMA	317126520014	ME	INFOSYS, CHEGG	3.6
495	DHARMANA SAI SIMHA SUMANTH NAIDU	317126520015	ME	INFOSYS	3.6
496	DODDI GIRISH	317126520016	ME	INFOSYS	3.6
497	DURGA VENKATA KARTHIK CHIPPALA	317126520017	ME	CHANDU SOFT TECHNOLOGIES	3.6
498	GADEPALLI SAI AVINASH KUMAR	317126520019	ME	TCS NINJA, ACCENTURE	3.36
499	MALLIKARJUN TUNISH SAI SIVA JANA	317126520022	ME	TCS NINJA	3.36
500	KAMIREDDI BHUVANESWARI	317126520024	ME	TCS NINJA,ACCENTURE	3.36
501	KODAMANCHILI SANDEEP	317126520028	ME	TCS NINJA,ACCENTURE, CHEGG	3.36
502	MOVVA SAI LAVANYA	317126520033	ME	ACCENTURE	4.5
503	MUGUDA RAHUL	317126520034	ME	INFOSYS	3.6
504	PATNALA VIJAYA BHASKAR REDDY	317126520038	ME	CHEGG	2.4
505	PITCHIKA SRI LALITHA	317126520040	ME	TCS NINJA,ACCENTURE	3.36
506	PUJARI CHANDINI	317126520043	ME	GROWTH HUB, TCS NINJA	3.36
507	RAPETI MOHANA RAO	317126520044	ME	COGNIZANT	4
508	SHAIK FAHEEM	317126520049	ME	COGNIZANT	4
509	SINGAMPALLI LOKESH	317126520051	ME	TCS NINJA, CHEGG,ACCENTURE	3.36
510	UPPALA HARESH	317126520054	ME	ACCENTURE,TECHNOLOGIC S GLOBAL	4.5



511	VADAMUDULA SANJAY MOULIK	317126520055	ME	ROTOMAC,ACCENTURE	2.6
512	VEMPALA GOWRI SANKAR	317126520057	ME	INFOSYS, TCS NINJA	3.6
513	VENKATA GANGA SAI LAVANYA	317126520058	ME	CHEGG	2.4
514	VOONNA AKHIL	317126520059	ME	TCS NINJA,ACCENTURE	3.36
515	TEJA ADARI	317126520061	ME	COGNIZANT	4
516	SAI PAVAN DHANISETTI	317126520073	ME	TCS NINJA	3.36
517	AJAY BABU GAVARA	317126520081	ME	INFOSYS	3.6
518	KUMAR GOLIVI	317126520082	ME	TCS NINJA	3.36
519	HIMA SANDEEP KOILADA	317126520087	ME	TCS NINJA, CHEGG	3.36
520	DEVI VARA PRASAD LAGUDU	317126520094	ME	ACCENTURE	4.5
521	MADAKA PAVAN KUMAR	317126520095	ME	CHEGG	2.4
522	MUSHAHID RAZA	317126520099	ME	UNSCHOOL.IN, CHANDU SOFT TECHNOLOGIES, UBER	3
523	NANDHIKOLLA SIVA PRASAD	317126520100	ME	INFOSYS	3.36
524	NARENDRA KUMAR CHOWDARY	317126520101	ME	TCS NINJA, CHEGG	3.36
525	PAIDI SAI CHARAN	317126520104	ME	CHEGG	2.4
526	PAILA SAI PRANEETH	317126520105	ME	INFOSYS	3.6
527	PANDIRI HARSHABHAVANI	317126520106	ME	CHEGG	2.4
528	SREE MANOJ PANUTHULA	317126520107	ME	CHEGG, TCS NINJA	2.4
529	GOWTHAM PERAKALAPUDI	317126520109	ME	CHEGG, TCS NINJA	2.4
530	SIDDDHABATTUL A DHEERAJ	317126520115	ME	CHEGG	2.4
531	SAI SWAROOP VANDRANGI	317126520119	ME	HYUNDAI MOTOR INDIA	4
532	BALAGAM RAMBABU	317126520120	ME	TCS NINJA	3.36
533	BOMMANA PAVAN KALYAN	317126520125	ME	TCS NINJA	3.36
534	DANGETI SUNDAR SAI KUMAR	317126520128	ME	CHANDU SOFT TECHNOLOGIES	3.6
535	DOLA AJAY KUMAR	317126520129	ME	ACCENTURE,CHEGG	4.5
536	HARISH BEHARA	317126520135	ME	TCS NINJA	3.36
537	KANTA AKHIL	317126520138	ME	TCS NINJA, CHEGG	3.36
538	PENKI VINEETH	317126520157	ME	COGNIZANT	4

539	PENTAKOTA VARSHINI	317126520158	ME	INFOSYS	3.6
540	PILLA JASWANTH SAI PAVAN	317126520160	ME	ACCENTURE	4.5
541	RUTHALA TRIPURA VARSHINI	317126520166	ME	CHEGG, TATA ELECTRONICS	2.4
542	RAMAKRISHNA TIKKA	317126520176	ME	TCS NINJA	3.36
543	VEMPATI SAI SRINIVAS	317126520177	ME	COGNIZANT	4
544	ANNAMREDDI VENKATA VINAY	317126520180	ME	INFOSYS, TCS NINJA	3.6
545	SIVA SURYA VENKAT BUSI	317126520187	ME	TCS NINJA	3.36
546	DEEPAK KUMAR BEHARA	317126520190	ME	LINCOLN TECH, COGNIZANT	1.2
547	UDAY SAI GANDI	317126520193	ME	TCS NINJA	3.36
548	GORLE NIKHILESH	317126520194	ME	TCS NINJA	3.36
549	GURRAM RAVITEJA	317126520195	ME	COGNIZANT, TCS NINJA, INFOSYS	4
550	JANAPAREDDI BHARGHAV	317126520196	ME	TCS NINJA, CHEGG	3.36
551	K N V S S AVINASH	317126520197	ME	ACCENTURE	4.5
552	KALABARIGI KRISHNA NAGA SAI	317126520199	ME	INFOSYS	3.6
553	LANKA PRANEETH SATYA	317126520205	ME	CAPGEMINI	3.2
554	PANTALA UGANDHAR ANIL	317126520212	ME	ACCENTURE	4.5
555	S R RAVISHANKAR	317126520219	ME	FACE	2.88
556	SANAPATI VENKATESH	317126520220	ME	TCS NINJA	3.36
557	SOPINTI UDAY BHASKAR	317126520222	ME	TCS NINJA	3.36
558	THANDI LEELA SAI VENKAT	317126520226	ME	TCS NINJA	3.36
559	VADDI NAGENDRA	317126520227	ME	CHEGG	2.4
560	VARANASI UDAY KIRAN	317126520229	ME	TCS NINJA	3.36
561	NAVEEN VASUPALLI	317126520230	ME	COGNIZANT	4
562	CHANDRA SEKHAR YANDRA	317126520231	ME	TCS NINJA	3.36
563	POSNI PUNEETH	318126520L01	ME	INFOSYS, TCS NINJA, ACCENTURE	3.6
564	T BHASKARA RAO	318126520L02	ME	QUALITY AUSTRIA CENTRAL ASIA PRIVATE LTD.	1.8
565	KAARI KEERTI APPAN	318126520L03	ME	QUALITY AUSTRIA CENTRAL ASIA PRIVATE LTD.	1.8

	RAMKUMAR				
566	PYLA LEELA PRABHAKAR	318126520L06	ME	CHEGG	2.4
567	POOTHI VENU SATYA JAYA RAJU REDDY	318126520L09	ME	CHEGG	2.4
568	KOLLIVALASA SAI KRISHNA	318126520L12	ME	ACCENTURE	4.5
569	KORADA PAVAN KUMAR	318126520L19	ME	TCS NINJA, CHEGG	3.36
570	GANGADHARANI DINESH	318126520L20	ME	QUALITY AUSTRIA CENTRAL ASIA PRIVATE LTD,CHEGG	1.8
571	SINGAMPALLI BHANU SIVA SHANKER	318126520L24	ME	TCS NINJA	3.36
572	PITANI LAKSHMI NARASIMHAMUR THY	318126520L25	ME	CHEGG	2.4
573	BOKAM TEJA	318126520L28	ME	IMEG	2.36
574	VADAPALLI PRAVALIKA RANI	318126520L30	ME	CHEGG	2.4
575	GUDIVADA LAKSHMI NARAYANA	318126520L33	ME	CHEGG	2.4
576	AMPOLU RAVI KUMAR	318126520L37	ME	CHEGG	2.4
577	GORAPALLI SATEESHKUMAR	318126520L41	ME	CHEGG	2.4
578	MOHAMMAD ARSHAD HUSSAIN	318126520L43	ME	TCS NINJA,ACCENTURE,COGNIZANT	3.36
579	BUDDHA HEMANTH KUMAR	318126520L46	ME	CHEGG	2.4
580	AKKIREDDY TIRUMULU	318126520L53	ME	ROTOMAC	2.6

*COM*

Head, Training & Placement



*Principal*

Principal

Principal  
Anil Neerukonda Institute of  
Technology & Sciences  
Sangivalasa-531 162  
Visakhapatnam Dist



Deccan Fine Chemicals (India) Private Limited  
Kesavaram, Venkatanagaram Post, Payakaraopeta Mandal,  
Visakhapatnam District, Andhra Pradesh, 531 127, India  
Tel. +91 8931 204045

Ref: DFC(I)PL/Kesavaram/HR/Offer/2021

Date: 17th May,2021

To  
Mr.Abhishek Reddy Putchala,  
S/o Srinivasa Reddy,  
11-305/19, Balaji Residency,  
Visakhapatnam District, Andhra Pradesh-530040,  
Contact No: 9533537447, Email: abhi123reddy456@gmail.com.

Dear Mr. Abhishek Reddy,

**Sub: Offer of Appointment – Reg.**

With reference to your application and the subsequent discussions we had with you, we are pleased to offer you the position of **GET** in **Production Department** at our Unit situated at Kesavaram village, Payakaraopeta Mandal, Visakhapatnam District, Andhra Pradesh on the following terms and conditions.

Your remuneration will be as mutually discussed and agreed. Your employment is conditional upon the management being satisfied on any reference and background checks that may be carried out at any time during the term of your employment with the company.

You are required to undergo a pre-employment medical check-up, which is arranged by the company and this offer of appointment is strictly subject to your medical fitness only.

You will be governed by the Rules & Procedures as well as standing orders and policies of the company that are in force at present and the changes take place from time to time.

This employment is terminable by either party by giving Two (2) months' prior notice. The company reserves the right to pay or recover salary in lieu of notice period. Further, 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 un-expired period and is not bound to give any reason thereof.

You are advised to join the organization within **80 Days** from the date of issue of this offer. In case you do not join us by the stipulated time, this offer will automatically stands withdrawn / cancelled. Please inform the exact date of joining over phone to HR Department on 8886603270.

You are requested to submit the following documents at the time of your joining:

- Copies of certificates along with **originals** in proof of your age, educational qualifications and experience etc. for our verification and necessary records which are **compulsory**.
- Relieving letter from your present employer and proof of last salary drawn, CTC structure letter issued by your present employer, last 3 months' pay slips and 3 months' bank statement duly certified by the bank officials. Acceptance of these documents are subject to scrutiny by us.
- 8 Passport Size color Photographs.
- Copy of your PAN Card and Aadhar Card.

We welcome you to Deccan family and look forward to a long and fruitful association.

With Best Wishes,  
For Deccan Fine Chemicals (India) Pvt. Ltd

  
S.V. Raju  
Vice President – HR & Admn.



①

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203211051/Hyderabad**  
**Date: 11/01/2021**

Mr. Abhishek Reddy Putchala  
11-305/19, SF-10, Balaji Residency Veterinary Colony,  
D.E.O. Office,  
Visakhapatnam-530040,  
Andhra Pradesh.  
Tel# 91-9492348339

Dear Abhishek Reddy Putchala,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

**TCS Confidential**  
**TCSL/CT20203211051**

1

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com





## GROSS SALARY SHEET

Annexure 1

Name	Abhishek Reddy Putchala
Designation	Assistant System Engineer-Trainee
Institute Name	Anil Neerukonda Institute Of Technology & Sciences

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
	200	2,400
<b>3) City Allowance</b>		
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
Retention Incentive	NA	0
<b>TOTAL GROSS</b>	27,415	3,36,877
Xplore/ Learning Incentive****		Upto 60,000

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

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

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

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

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

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

TCS Confidential  
TCSL/CT20203211051

## TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



Mr/Ms. Abhishek Reddy. P

DT: 23/06/2021

Sub: Offer Letter for Job/ assignment as Jr Engineer

This refers to a written application of yours and the subsequent interviews you had with us. We are please to inform you that your candidature has been considered to carry out work connected with the establishments of our client M/s Hetero Labs Limited (SEZ) as Jr Engineer in PSD department at Nakkapally, Visakhapatnam district.

The terms and conditions of your association with us shall be as under:

1. You shall be engaged to carry out the work in connection with the establishment of our client. You shall report us on 22nd July 2021 and thereafter shall report us everyday for getting the understanding of the work to be carried which is to be in connection with the establishments of our clients.
2. We may direct you to work at different establishments of our different clients. There shall not be a fixed place of work for you or you shall be posted anywhere depending on the requirement of our clients.
3. You shall abide by the Contract Labour (regulation and Abolition) Act and the rules made thereunder.
4. During the currency of this contract with us, your work shall be supervised and controlled by us and you shall not establish any direct relationship in terms of the employment with our clients.
5. The association of yours with us can be terminated by us or you with or without tendering any reason well before the stipulated date of the automatic expiry as specified here in above.
6. Your association with us is subject to your fitness certified by the Registered Medical Officer (RMO).

In case, you are willing to accept the above mentioned terms & conditions, you may sign the duplicate copy of this letter as a token of acceptance of the temporary work.

You are requested to bring the Documents at the time of Joining:

1. Original certificates of Educational qualification certificates.
2. One set of photo copies of your education qualification certificates
3. Previous employment record (Original & Photo copy)
4. Aadhar card, PAN card, Voter ID card etc..
5. Bank Account details with photo copy.
6. 12 no recent pass port size photographs.
7. All Medical reports
8. 100 rupees non judicial stamp paper.

If your fail to report to duty on or before dt. 22<sup>nd</sup> July 2021 the offer stands withdrawn automatically.

For Zenex Facility Management.

  
Authorized Signatory  
22/07/2021

Acknowledgement:

I, \_\_\_\_\_ S/o \_\_\_\_\_, residing  
at \_\_\_\_\_

Have accepted the terms and conditions stipulated as above.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_





**Deccan Fine Chemicals (India) Private Limited**  
Kesavaram, Venkatanagaram Post, Payakaraopeta Mandal,  
Visakhapatnam District, Andhra Pradesh, 531 127, India  
Tel: +91 8931 204045

2

Ref: DFC(I)PL/Kesavaram/HR/Offer/2021

Date: 25th Sept, 2021

To  
Ms. Aditi Kumari,  
D/o Mishra,  
MIG.2/33, Vikas nagar, Gajuwaka  
Visakhapatnam District, 530026.  
Contact No: 8790683324, Email: a.aditi2899@gmail.com.

Dear Ms. Aditi Kumari,

**Sub: Offer of Appointment – Reg.**

With reference to your application and the subsequent discussions we had with you, we are pleased to offer you the position of **GET in Production - DCS** Department at our Unit situated at Kesavaram village, Payakaraopeta Mandal, Visakhapatnam District, Andhra Pradesh on the following terms and conditions.

Your remuneration will be as mutually discussed and agreed. Your employment is conditional upon the management being satisfied on any reference and background checks that may be carried out at any time during the term of your employment with the company.

You are required to undergo a pre-employment medical check-up, which is arranged by the company and this offer of appointment is strictly subject to your medical fitness only.

You will be governed by the Rules & Procedures as well as standing orders and policies of the company that are in force at present and the changes take place from time to time.

This employment is terminable by either party by giving Three (3) months' prior notice. The company reserves the right to pay or recover salary in lieu of notice period. Further, 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 un-expired period and is not bound to give any reason thereof.

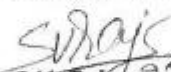
You are advised to join the organization within **20 Days** from the date of issue of this offer. In case you do not join us by the stipulated time, this offer will automatically stand withdrawn / cancelled. Please inform the exact date of joining over phone to HR Department on 8886311229.

You are requested to submit the following documents at the time of your joining:

- Copies of certificates along with **originals** in proof of your age, educational qualifications and experience etc. for our verification and necessary records which are **compulsory**.
- Relieving letter from your present employer and proof of last salary drawn, CTC structure letter issued by your present employer, last 3 months' pay slips and 3 months' bank statement duly certified by the bank officials. Acceptance of these documents are subject to scrutiny by us.
- 8 Passport Size color Photographs.
- Copy of your PAN Card and Aadhar Card.

We welcome you to Deccan family and look forward to a long and fruitful association.

With Best Wishes,  
**For Deccan Fine Chemicals (India) Pvt. Ltd**

  
S.V. Raju 25/9/21  
Vice President – HR & Admn.



Mr/MS Aditi Kumari  
D/o Jitendra Mishra

Dt. 28/06/2021

Sub: Offer Letter for Job/ assignment as Jr Engineer

This refers to a written application of yours and the subsequent interviews you had with us. We are please to inform you that your candidature has been considered to carry out work connected with the establishments of our client M/s Hetero Labs Limited (SEZ) as Jr Engineer in TSD department at Nakkapally, Visakhapatnam district.

The terms and conditions of your association with us shall be as under:

1. You shall be engaged to carry out the work in connection with the establishment of our client. You shall report us on 22/07/2021 and thereafter shall report us everyday getting the understanding of the work to be carried which is to be in connection with the establishments of our clients.
2. We may direct you to work at different establishments of our different clients. There shall not be a fixed place of work for you or you shall be posted anywhere depending on the requirement of our clients.
3. You shall abide by the Contract Labour (regulation and Abolition) Act and the rules made thereunder.
4. During the currency of this contract with us, your work shall be supervised and controlled by us and you shall not establish any direct relationship in terms of the employment with our clients.
5. The association of yours with us can be terminated by us or you with or without tendering any reason well before the stipulated date of the automatic expiry as specified here in above.
6. Your association with us is subject to your fitness certified by the Registered Medical Officer (RMO).

In case, you are willing to accept the above mentioned terms & conditions, you may sign the duplicate copy of this letter as a token of acceptance of the temporary work.

You are requested to bring the Documents at the time of joining:

1. Original certificates of Educational qualification certificates.
2. One set of photo copies of your education qualification certificates
3. Previous employment record (Original & Photo copy)
4. Aadhar card, PAN card, Voter ID card etc..
5. Bank Account details with photo copy.
6. 12 no recent pass port size photographs.
7. All Medical reports
8. 100 rupees non judicial stamp paper.

If your fail to report to duty on or before dt. 22<sup>nd</sup> July 2021 the offer stands withdrawn automatically.

For Zenex Facility Management

  
Authorized Signatory  
23/06/2021

Acknowledgement:

I, \_\_\_\_\_ S/o \_\_\_\_\_, residing  
at \_\_\_\_\_  
\_\_\_\_\_

Have accepted the terms and conditions stipulated as above.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_



(3)

## COVALENT LABORATORIES PRIVATE LIMITED

CIN U24230TG2002PTC039606  
AN USFDA & WHO-GMP Certified Company  
Admin. Office : #8-3-677/18, 2nd Floor, S.K.D. Nagar,  
Yellareddy Guda, Hyderabad - 500 073, Telangana, India  
Ph : +91-40-49483333, Fax : +91-40-49483396  
Email : info@covalentlab.com Web : www.covalentlab.com

Mr. Annangi Anirudh,  
H NO:5-18-20,  
Tagarapavalasa,  
Visakhapatnam,  
Andhra Pradesh-530046.

July 22, 2021

Dear Annangi Anirudh,

With reference to the interview you had with us, we are pleased to offer the position of "Tr.Engineer - Solvent Recovery" in our factory situated at Sy. No: 374, Gundla Machnoor (Vill.), Hathnoora (Mandal), Sangareddy (Dist.) on terms and conditions as discussed with you personally and agreed by you during the Interview and you will be paid CTC as discussed accordingly during the negotiations subject to the conditions that you would submit all your original educational qualification certificates for verification and other experience certificates etc. at the time of joining and serve the Bond for a minimum period of 3 years with us and further subject to the condition that the candidate needs to attend the shift duties if required and also your appointment is subject to termination by giving three months notice or by payment of three months salary on either side.

This offer is subject to your Medical fitness (which you are required to undergo pre employment medical examination at MNR Hospital) and further on our understanding that all the details given by you in your Job application form are correct and complete in all respects.

We offer you to join on or before 02.08.2021 and please bring the following documents at the time of Joining in Our Company.


1. Original Qualification certificates
2. Xerox copies of Qualification certificates.
3. Five pass port size photos.
4. Aadhar card of self and all dependent family members ie ; Father, Mother, Spouse, Children and PAN card of self and UAN Number, ESI Number, if any.

Please confirm the receipt of this letter and mail your acceptance besides confirming your likely date of joining.

We welcome you to Covalent Laboratories Pvt. Limited., and look forward to your significant personal and professional growth during your association with us.

Thanking you,

Yours faithfully,  
for Covalent Laboratories Pvt. Ltd.,

  
M. Narayana Reddy  
Managing Director

(4)

## COVALENT LABORATORIES PRIVATE LIMITED

CIN : U24230TG2002PTC039606

AN USFDA & WHO-GMP Certified Company

Admin. Office : #8-3-677/18, 2nd Floor, S.K.D. Nagar,

Yellareddy Guja, Hyderabad - 500 073, Telangana, India

Ph : +91-40-49483333, Fax : +91-40-49483396

Email : info@covalentlab.com Web : www.covalentlab.com

Mr. B.V. Karthik Kiran,  
H.No: 2-45/2,  
Santhosh Nagar,  
Gopalapatnam,  
Visakhapatnam,  
AndhraPradesh-530027.

July 22, 2021

Dear B.V. Karthik Kiran,

With reference to the interview you had with us, we are pleased to offer the position of "Tr.Engineer - Solvent Recovery" in our factory situated at Sy. No: 374, Gundla Machnoor (Vill.), Hathnoora (Mandal), Sangareddy (Dist.) on terms and conditions as discussed with you personally and agreed by you during the Interview and you will be paid CTC as discussed accordingly during the negotiations subject to the conditions that you would submit all your original educational qualification certificates for verification and other experience certificates etc. at the time of joining and serve the Bond for a minimum period of 3 years with us and further subject to the condition that the candidate needs to attend the shift duties if required and also your appointment is subject to termination by giving three months notice or by payment of three months salary on either side.

This offer is subject to your Medical fitness (which you are required to undergo pre employment medical examination at MNR Hospital) and further on our understanding that all the details given by you in your Job application form are correct and complete in all respects.

We offer you to join on or before 02.08.2021 and please bring the following documents at the time of Joining in Our Company.

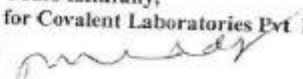
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2. Xerox copies of Qualification certificates.
3. Five pass port size photos.
4. Aadhar card of self and all dependent family members ie ; Father, Mother, Spouse, Children and PAN card of self and UAN Number, ESI Number, if any.

Please confirm the receipt of this letter and mail your acceptance besides confirming your likely date of joining.

We welcome you to Covalent Laboratories Pvt. Limited., and look forward to your significant personal and professional growth during your association with us.

Thanking you,

Yours faithfully,  
for Covalent Laboratories Pvt Ltd.,

  
M. Narayana Reddy  
Managing Director

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## COVALENT LABORATORIES PRIVATE LIMITED

CIN : U24230TG2002PTC039606  
AN USFDA & WHO-GMP Certified Company  
Admin. Office : #8-3-677/18, 2nd Floor, S.K.D. Nagar,  
Yellareddy Guda, Hyderabad - 500 073, Telangana, India  
Ph : +91-40-49483333, Fax : +91-40-49483396  
Email : info@ccoalentlab.com Web : www.covalentlab.com

Mr. CH. Deepak Kumar,  
H.No: 3-56,  
Venkannapalem,  
Makavarapalem(M),  
Visakhapatnam,  
AndhraPradesh.

July 22 , 2021

Dear CH. Deepak Kumar,

With reference to the interview you had with us, we are pleased to offer the position of "Tr.Engineer - Solvent Recovery" in our factory situated at Sy. No: 374, Gundla Machnoor (VIII), Hathnoora (Mandal), Sangareddy (Dist.) on terms and conditions as discussed with you personally and agreed by you during the Interview and you will be paid CTC as discussed accordingly during the negotiations subject to the conditions that you would submit all your original educational qualification certificates for verification and other experience certificates etc. at the time of joining and serve the Bond for a minimum period of 3 years with us and further subject to the condition that the candidate needs to attend the shift duties if required and also your appointment is subject to termination by giving three months notice or by payment of three months salary on either side.

This offer is subject to your Medical fitness (which you are required to undergo pre employment medical examination at MNR Hospital) and further on our understanding that all the details given by you in your Job application form are correct and complete in all respects.

We offer you to join on or before 02.08.2021 and please bring the following documents at the time of Joining in Our Company.

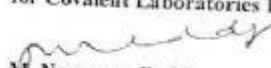
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2. Xerox copies of Qualification certificates.
3. Five pass port size photos.
4. Aadhar card of self and all dependent family members ie ; Father, Mother, Spouse, Children and PAN card of self and UAN Number, ESI Number, if any.

Please confirm the receipt of this letter and mail your acceptance besides confirming your likely date of joining.

We welcome you to Covalent Laboratories Pvt. Limited., and look forward to your significant personal and professional growth during your association with us.

Thanking you,

Yours faithfully,  
for Covalent Laboratories Pvt. Ltd.,

  
M. Narayana Reddy  
Managing Director





6

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203514328/Pune**  
**Date: 12/08/2021**

Mr. Sumanth Raj Damarathi  
19-47-8Rangireeju Street,  
Neelamma Temple,  
Visakhapatnam-530001,  
Andhra Pradesh,  
Tel# 91-6304930630

Dear Sumanth Raj Damarathi,

**Sub: Letter of Offer**

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

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

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

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

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

**TCS Confidential**  
**TCSL/CT20203514328**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Niyati Tiara, Ground Floor, S No. 10-3/A/1/129, CT 5, 1995, Nagar Road, Yerwada, Pune 411 006 India  
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Career Service Line: 1800 209 3311 Email: careers@tcs.com



## GROSS SALARY SHEET

Annexure 1

<b>Name</b>	<b>Sumanth Raj Damarathi</b>
<b>Designation</b>	<b>Assistant System Engineer-Trainee</b>
<b>Institute Name</b>	<b>Anil Neerukonda Institute Of Technology &amp; Sciences</b>

Table 1: Compensation Details (All Components in INR)

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

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

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

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

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

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

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

TCS Confidential  
TCSL/CT20203514328

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## TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Niyati Tारा, Ground Floor, S.No. 10/A/1/1/29, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India

Tel: 91 20 6508 7777 Fax: 91 20 6508 7107 Website: www.tcs.com

Registered Office: Normal Building, 9th Floor, Nariman Point, Mumbai-400 025

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





Deccan Fine Chemicals (India) Private Limited  
Kesavaram, Venkatanagaram Post, Payakaraopeta Mandal,  
Visakhapatnam District, Andhra Pradesh, 531 127, India.  
Tel. +91 8931 206045

Ref: DFC(I)PL/Kesavaram/HR/Offer/2021

Date: 17th May,2021

To  
Mr.Damarathi Sumanth Raj,  
S/o Nageswara Rao,  
19-47-8, Neelamamba Temple, Purna Market,  
Visakhapatnam District, Andhra Pradesh-530001.  
Contact No: 7793979244, Email: nageswararaj1999@gmail.com.

Dear Mr. Sumanth Raj,

**Sub: Offer of Appointment – Req.**

With reference to your application and the subsequent discussions we had with you, we are pleased to offer you the position of GET in **Production** Department at our Unit situated at Kesavaram village, Payakaraopeta Mandal, Visakhapatnam District, Andhra Pradesh on the following terms and conditions.

Your remuneration will be as mutually discussed and agreed. Your employment is conditional upon the management being satisfied on any reference and background checks that may be carried out at any time during the term of your employment with the company.

You are required to undergo a pre-employment medical check-up, which is arranged by the company and this offer of appointment is strictly subject to your medical fitness only.

You will be governed by the Rules & Procedures as well as standing orders and policies of the company that are in force at present and the changes take place from time to time.

This employment is terminable by either party by giving Two (2) months' prior notice. The company reserves the right to pay or recover salary in lieu of notice period. Further, 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 un-expired period and is not bound to give any reason thereof.

You are advised to join the organization within **80 Days** from the date of issue of this offer. In case you do not join us by the stipulated time, this offer will automatically stands withdrawn / cancelled. Please inform the exact date of joining over phone to HR Department on 8886603270.

You are requested to submit the following documents at the time of your joining:

- Copies of certificates along with **originals** in proof of your age, educational qualifications and experience etc. for our verification and necessary records which are **compulsory**.
- Relieving letter from your present employer and proof of last salary drawn, CTC structure letter issued by your present employer, last 3 months' pay slips and 3 months' bank statement duly certified by the bank officials. Acceptance of these documents are subject to scrutiny by us.
- 8 Passport Size color Photographs.
- Copy of your PAN Card and Aadhar Card.

We welcome you to Deccan family and look forward to a long and fruitful association.

With Best Wishes,  
For Deccan Fine Chemicals (India) Pvt. Ltd

  
S.V. Raju  
Vice President – HR & Admn.

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Mr/Ms. Sumanth Raj Damarathi

Dt: 23/06/2021

Sub: Offer Letter for Job/ assignment as Jr Engineer

This refers to a written application of yours and the subsequent interviews you had with us. We are please to inform you that your candidature has been considered to carry out work connected with the establishments of our client M/s Hetero Labs Limited (SEZ) as Jr Engineer in TSD department at Nakkapally, Visakhapatnam district.

The terms and conditions of your association with us shall be as under:

1. You shall be engaged to carry out the work in connection with the establishment of our client. You shall report us on 21<sup>st</sup> July 2021 and thereafter shall report us everyday for getting the understanding of the work to be carried which is to be in connection with the establishments of our clients.
2. We may direct you to work at different establishments of our different clients. There shall not be a fixed place of work for you or you shall be posted anywhere depending on the requirement of our clients.
3. You shall abide by the Contract Labour (regulation and Abolition) Act and the rules made thereunder.
4. During the currency of this contract with us, your work shall be supervised and controlled by us and you shall not establish any direct relationship in terms of the employment with our clients.
5. The association of yours with us can be terminated by us or you with or without tendering any reason well before the stipulated date of the automatic expiry as specified here in above.
6. Your association with us is subject to your fitness certified by the Registered Medical Officer (RMO).


In case, you are willing to accept the above mentioned terms & conditions, you may sign the duplicate copy of this letter as a token of acceptance of the temporary work.

You are requested to bring the Documents at the time of Joining:

1. Original certificates of Educational qualification certificates.
2. One set of photo copies of your education qualification certificates
3. Previous employment record (Original & Photo copy)
4. Aadhar card, PAN card, Voter ID card etc..
5. Bank Account details with photo copy.
6. 12 no recent pass port size photographs.
7. All Medical reports
8. 100 rupees non judicial stamp paper.

If your fail to report to duty on or before dt. 22<sup>nd</sup> July 2021 the offer stands withdrawn automatically.

For Zenex Facility Management.

  
Authorized Signatory  
23 6667-001

Acknowledgement:

I, \_\_\_\_\_ S/o \_\_\_\_\_, residing  
at \_\_\_\_\_

\_\_\_\_\_

Have accepted the terms and conditions stipulated as above.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_





Deccan Fine Chemicals (India) Private Limited  
Kesavaram, Venkatanagaram Post, Payakaraopeta Mandal,  
Visakhapatnam District, Andhra Pradesh, 531 122, India  
Tel. +91 8931 204045

Ref: DFC(I)PL/Kesavaram/HR/Offer/2021

Date: 21st May, 2021

To  
Mr.Dante Ronald,  
S/o Ronald Burgmans,  
Door No:2-15-10, Sana Street,  
Srikakulam District, 532001.  
Contact No: 8919538754, Email: dronald.17.che@anits.edu.in.

Dear Mr. Ronald,

**Sub: Offer of Appointment – Reg.**

With reference to your application and the subsequent discussions we had with you, we are pleased to offer you the position of GET in Production (DCS) Department at our Unit situated at Kesavaram village, Payakaraopeta Mandal, Visakhapatnam District, Andhra Pradesh on the following terms and conditions.

Your remuneration will be as mutually discussed and agreed. Your employment is conditional upon the management being satisfied on any reference and background checks that may be carried out at any time during the term of your employment with the company.

You are required to undergo a pre-employment medical check-up, which is arranged by the company and this offer of appointment is strictly subject to your medical fitness only.

You will be governed by the Rules & Procedures as well as standing orders and policies of the company that are in force at present and the changes take place from time to time.

This employment is terminable by either party by giving Two (2) months' prior notice. The company reserves the right to pay or recover salary in lieu of notice period. Further, 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 un-expired period and is not bound to give any reason thereof.

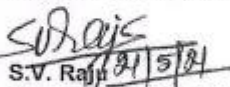
You are advised to join the organization within **80 Days** from the date of issue of this offer. In case you do not join us by the stipulated time, this offer will automatically stands withdrawn / cancelled. Please inform the exact date of joining over phone to HR Department on 8886603270.

You are requested to submit the following documents at the time of your joining:

- Copies of certificates along with **originals** in proof of your age, educational qualifications and experience etc. for our verification and necessary records which are **compulsory**.
- Relieving letter from your present employer and proof of last salary drawn, CTC structure letter issued by your present employer, last 3 months' pay slips and 3 months' bank statement duly certified by the bank officials. Acceptance of these documents are subject to scrutiny by us.
- 8 Passport Size color Photographs.
- Copy of your PAN Card and Aadhar Card.

We welcome you to Deccan family and look forward to a long and fruitful association.

With Best Wishes,  
For Deccan Fine Chemicals (India) Pvt. Ltd

  
S.V. Raju  
Vice President – HR & Admn.



7

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203203326/Hyderabad**  
**Date: 11/01/2021**

Mr. Dante Ronald  
Door No 2-15-10Sana Street,  
Idbi Bank,  
Srikakulam-532001,  
Andhra Pradesh.  
Tel# 91-8008649111

Dear Dante Ronald,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

**TCS Confidential**  
**TCSL/CT20203203326**

1

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



## GROSS SALARY SHEET

Annexure 1

<b>Name</b>	Dante Ronald
<b>Designation</b>	Assistant System Engineer-Trainee
<b>Institute Name</b>	Anil Neerukonda Institute Of Technology & Sciences

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
Retention Incentive	NA	0
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

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

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

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

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

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

TCS Confidential  
TCSL/CT20203203326

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## TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com





Mr/MS Ronald Dante

7  
Dt: 23/08/2021

Sub: Offer Letter for Job/ assignment as Jr Engineer

This refers to a written application of yours and the subsequent interviews you had with us. We are please to inform you that your candidature has been considered to carry out work connected with the establishments of our client M/s Hetero Labs Limited (SCZ) as Jr Engineer in TSD department at Nakkapally, Visakhapatnam district.

The terms and conditions of your association with us shall be as under:

1. You shall be engaged to carry out the work in connection with the establishment of our client. You shall report us on 24th July 2021 and thereafter shall report us everyday for getting the understanding of the work to be carried which is to be in connection with the establishments of our clients.
2. We may direct you to work at different establishments of our different clients. There shall not be a fixed place of work for you or you shall be posted anywhere depending on the requirement of our clients.
3. You shall abide by the Contract Labour (regulation and Abolition) Act and the rules made thereunder.
4. During the currency of this contract with us, your work shall be supervised and controlled by us and you shall not establish any direct relationship in terms of the employment with our clients.
5. The association of yours with us can be terminated by us or you with or without tendering any reason well before the stipulated date of the automatic expiry as specified here in above.
6. Your association with us is subject to your fitness certified by the Registered Medical Officer (RMO).


In case, you are willing to accept the above mentioned terms & conditions, you may sign the duplicate copy of this letter as a token of acceptance of the temporary work.

You are requested to bring the Documents at the time of Joining:

1. Original certificates of Educational qualification certificates.
2. One set of photo copies of your education qualification certificates
3. Previous employment record (Original & Photo copy)
4. Aadhar card, PAN card, Voter ID card etc..
5. Bank Account details with photo copy.
6. 12 no recent pass port size photographs.
7. All Medical reports
8. 100 rupees non judicial stamp paper.

If your fail to report to duty on or before dt. 22<sup>nd</sup> July 2021 the offer stands withdrawn automatically.

For Zenex Facility Management.

  
Authorized Signatory  
23/06/2021

Acknowledgement:

I, \_\_\_\_\_ S/o \_\_\_\_\_, residing  
at \_\_\_\_\_  
\_\_\_\_\_

Have accepted the terms and conditions stipulated as above.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_





**Deccan Fine Chemicals (India) Private Limited**  
Kesavaram, Venkatanagaram Post, Payakaraopeta Mandal,  
Visakhapatnam District, Andhra Pradesh, 531 127, India  
Tel. +91 8931 204045

Ref: DFC(I)PL/Kesavaram/HR/Offer/2021

Date: 17th May,2021

To  
Mr.Ganapathiraju Suneel,  
S/o Seetha Rama Raju,  
6-64-22/2/1, Sramik Nagar, Gajuwaka,  
Visakhapatnam District, Andhra Pradesh-530026.  
Contact No: 7702276887, Email: suneelganapathiraju@gmail.com.

Dear Mr. Suneel,

**Sub: Offer of Appointment – Reg.**

With reference to your application and the subsequent discussions we had with you, we are pleased to offer you the position of GET in Production Department at our Unit situated at Kesavaram village, Payakaraopeta Mandal, Visakhapatnam District, Andhra Pradesh on the following terms and conditions.

Your remuneration will be as mutually discussed and agreed. Your employment is conditional upon the management being satisfied on any reference and background checks that may be carried out at any time during the term of your employment with the company.

You are required to undergo a pre-employment medical check-up which is arranged by the company and this offer of appointment is strictly subject to your medical fitness only.

You will be governed by the Rules & Procedures as well as standing orders and policies of the company that are in force at present and the changes take place from time to time.

This employment is terminable by either party by giving Two (2) months' prior notice. The company reserves the right to pay or recover salary in lieu of notice period. Further, 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 un-expired period and is not bound to give any reason thereof.

You are advised to join the organization within **80 Days** from the date of issue of this offer. In case you do not join us by the stipulated time, this offer will automatically stands withdrawn / cancelled. Please inform the exact date of joining over phone to HR Department on 8886603270.

You are requested to submit the following documents at the time of your joining:

- Copies of certificates along with **originals** in proof of your age, educational qualifications and experience etc. for our verification and necessary records which are **compulsory**.
- Relieving letter from your present employer and proof of last salary drawn, CTC structure letter issued by your present employer, last 3 months' pay slips and 3 months' bank statement duly certified by the bank officials. Acceptance of these documents are subject to scrutiny by us.
- 8 Passport Size color Photographs.
- Copy of your PAN Card and Aadhar Card.

We welcome you to Deccan family and look forward to a long and fruitful association.

With Best Wishes,  
For Deccan Fine Chemicals (India) Pvt. Ltd

  
S.V. Raju  
Vice President – HR & Admn.



**Deccan Fine Chemicals (India) Private Limited**  
Kesavaram, Venkatanagaram Post, Payakaraopeta Mandal,  
Visakhapatnam District, Andhra Pradesh, 531 127, India  
Tel. +91 8931 204045

Ref: DFC(I)PL/Kesavaram/HR/Offer/2021

Date: 17th May,2021

To  
Mr.Gurram Sai Appala Nukaraju,  
S/o Apparao,  
28-40, Marturu, Achutapuram,  
Visakhapatnam District, Andhra Pradesh-531011.  
Contact No: 9100165452, Email: gurramnukaraju1@gmail.com.

Dear Mr. Nukaraju,

**Sub: Offer of Appointment – Reg.**

With reference to your application and the subsequent discussions we had with you, we are pleased to offer you the position of GET in Production Department at our Unit situated at Kesavaram village, Payakaraopeta Mandal, Visakhapatnam District, Andhra Pradesh on the following terms and conditions.

Your remuneration will be as mutually discussed and agreed. Your employment is conditional upon the management being satisfied on any reference and background checks that may be carried out at any time during the term of your employment with the company.

You are required to undergo a pre-employment medical check-up, which is arranged by the company and this offer of appointment is strictly subject to your medical fitness only.

You will be governed by the Rules & Procedures as well as standing orders and policies of the company that are in force at present and the changes take place from time to time.

This employment is terminable by either party by giving Two (2) months' prior notice. The company reserves the right to pay or recover salary in lieu of notice period. Further, 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 un-expired period and is not bound to give any reason thereof.

You are advised to join the organization within **80 Days** from the date of issue of this offer. In case you do not join us by the stipulated time, this offer will automatically stands withdrawn / cancelled. Please inform the exact date of joining over phone to HR Department on 8886603270.

You are requested to submit the following documents at the time of your joining:

- Copies of certificates along with **originals** in proof of your age, educational qualifications and experience etc. for our verification and necessary records which are **compulsory**.
- Relieving letter from your present employer and proof of last salary drawn, CTC structure letter issued by your present employer, last 3 months' pay slips and 3 months' bank statement duly certified by the bank officials. Acceptance of these documents are subject to scrutiny by us.
- 8 Passport Size color Photographs.
- Copy of your PAN Card and Aadhar Card.

We welcome you to Deccan family and look forward to a long and fruitful association.

With Best Wishes,  
For Deccan Fine Chemicals (India) Pvt. Ltd

  
S.V. Raju  
Vice President – HR & Admn.

10



Strictly Private and Confidential

Date:29-Jun-2021

Reshma Kalla  
C9692386

#39-8-38/4/5, Plot No 202, Sushoela Plaza, Near Balabhanu School, Muralinagar  
7075962079

Dear Reshma Kalla,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: 143c5d38-fdca-4598-911a-2875153f769d\_1  
Signed By: Mahesh Vasudeo Zurale



**ANNEXURE 1****COMPENSATION & BENEFITS**

Annual Total Cash compensation structure as per the Company guidelines is:

<b>Total Cash Compensation Elements</b>	
	<b>Annual (INR)</b>
<b>(A) Annual Fixed Compensation</b>	383000
<b>(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)</b>	32500
<b>Maximum Annual Total earning potential (A+B)</b>	415500
<b>Joining Bonus (Refer to the Section C)</b>	25,000
<b>(D) Additional Benefits</b>	
<b>Gratuity as per law<sup>#</sup></b>	9500
<b>Insurance Premium(notional value)</b>	
<b>Total Cash Compensation + Total Additional Benefits (A+B+C+D)</b>	<b>450000</b>

**(A) Annual Fixed Compensation**

• Your annual fixed compensation is INR 383000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

**(B) Local Variable Bonus (LVB)**

•As part of your annual total cash compensation, you will be eligible to participate in the FY21 Local Variable Bonus programme (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB programme guidelines. The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

10



Mr/MS. Reshma Kalla

Dt: 23/06/2021

Sub: Offer Letter for Job/ assignment as Jr Engineer

This refers to a written application of yours and the subsequent interviews you had with us. We are please to inform you that your candidature has been considered to carry out work connected with the establishments of our client M/s Hibero Labs Limited (SEZ) as Jr Engineer in TSD department at Nakkapally, Visakhapatnam district.

The terms and conditions of your association with us shall be as under:

1. You shall be engaged to carry out the work in connection with the establishment of our client. You shall report us on 23<sup>rd</sup> July 2021 and thereafter shall report us everyday for getting the understanding of the work to be carried which is to be in connection with the establishments of our clients.
2. We may direct you to work at different establishments of our different clients. There shall not be a fixed place of work for you or you shall be posted anywhere depending on the requirement of our clients.
3. You shall abide by the Contract Labour (regulation and Abolition) Act and the rules made thereunder.
4. During the currency of this contract with us, your work shall be supervised and controlled by us and you shall not establish any direct relationship in terms of the employment with our clients.
5. The association of yours with us can be terminated by us or you with or without tendering any reason well before the stipulated date of the automatic expiry as specified here in above.
6. Your association with us is subject to your fitness certified by the Registered Medical Officer (RMO).

In case, you are willing to accept the above mentioned terms & conditions, you may sign the duplicate copy of this letter as a token of acceptance of the temporary work.

You are requested to bring the Documents at the time of joining:

1. Original certificates of Educational qualification certificates.
2. One set of photo copies of your education qualification certificates
3. Previous employment record (Original & Photo copy)
4. Aadhar card, PAN card, Voter ID card etc..
5. Bank Account details with photo copy.
6. 12 no recent pass port size photographs.
7. All Medical reports
8. 100 rupees non judicial stamp paper.

If you fail to report to duty on or before dt. 22<sup>nd</sup> July 2021 the offer stands withdrawn automatically.

For Zenex Facility Management.



Authorized Signatory

Acknowledgement:

I, \_\_\_\_\_ S/o \_\_\_\_\_, residing  
at \_\_\_\_\_  
\_\_\_\_\_

Have accepted the terms and conditions stipulated as above.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_



Mr/Ms. Veda Pranitha Majeti  
D/o. M. Shyam Prasad

11  
Dt: 23/06/2021

Sub: Offer Letter for Job/ assignment as Jr Engineer

This refers to a written application of yours and the subsequent interviews you had with us. We are please to inform you that your candidature has been considered to carry out work connected with the establishments of our client M/s Hetero Labs Limited (SEZ) as Jr Engineer in TSD department at Nakkapally, Visakhapatnam district.

The terms and conditions of your association with us shall be as under:

1. You shall be engaged to carry out the work in connection with the establishment of our client. You shall report us on 23<sup>rd</sup> July 2021 and thereafter shall report us everyday for getting the understanding of the work to be carried which is to be in connection with the establishments of our clients.
2. We may direct you to work at different establishments of our different clients. There shall not be a fixed place of work for you or you shall be posted anywhere depending on the requirement of our clients.
3. You shall abide by the Contract Labour (regulation and Abolition) Act and the rules made thereunder.
4. During the currency of this contract with us, your work shall be supervised and controlled by us and you shall not establish any direct relationship in terms of the employment with our clients.
5. The association of yours with us can be terminated by us or you with or without tendering any reason well before the stipulated date of the automatic expiry as specified here in above.
6. Your association with us is subject to your fitness certified by the Registered Medical Officer (RMO).



In case, you are willing to accept the above mentioned terms & conditions, you may sign the duplicate copy of this letter as a token of acceptance of the temporary work.

You are requested to bring the Documents at the time of Joining:

1. Original certificates of Educational qualification certificates.
2. One set of photo copies of your education qualification certificates
3. Previous employment record (Original & Photo copy)
4. Aadhar card, PAN card, Voter ID card etc..
5. Bank Account details with photo copy.
6. 12 no recent pass port size photographs.
7. All Medical reports
8. 100 rupees non judicial stamp paper.

If your fail to report to duty on or before dt. 22<sup>nd</sup> July 2021 the offer stands withdrawn automatically.

For Zenex Facility Management  
  
Authorized Signatory

Acknowledgement:

I, \_\_\_\_\_ S/o \_\_\_\_\_, residing  
at \_\_\_\_\_  
\_\_\_\_\_

Have accepted the terms and conditions stipulated as above.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_



ANITS

Kaniganti China Malakondaiah <kaniganti.che@anits.edu.in>

**Fwd: Accenture profile creation and document upload**

1 message

**lalitha nagireddy** <lalithanagireddy11@gmail.com>  
To: kaniganti.che@anits.edu.in

Tue, Oct 5, 2021 at 9:53 AM

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

From: **donotreply.indiacampus** <donotreply@indiacampus.accenture.com>  
Date: Wed, Sep 22, 2021, 2:34 PM  
Subject: Accenture profile creation and document upload  
To: <lalithanagireddy11@gmail.com>



**ACCENTURE PROFILE CREATION AND DOCUMENT UPLOAD**

Dear Nagireddy Pushpa Lalitha,

Thank you for your interest in pursuing a career with Accenture.

As the next steps in your recruitment journey with Accenture, please log into your profile and upload the required documents for us to consider your application for further processing. You are required to submit all the documents within two days of receiving this notification.

URL: <https://indiacampus.accenture.com/candidate>

Username : lalithanagireddy11@gmail.com

Password: 2Hu(ScYZ

For any queries or assistance, please visit the Help menu or write to us from Help menu - more queries - choose the category - click on write option.

**Note:**

- Use Firefox or Chrome for the best experience.
- Due to the pandemic we have introduced an option of e-signature in the LOA document in the EAF Link [e-Signature help file](#). Please refer to the link to be able to digitally sign the LOA with ease.

Regards,  
Campus Recruitment team  
Accenture in India

Please note, that unless a formal employment offer is provided to you specifically determining the terms of employment with Accenture, nothing contained in this email or any identified processes for the purpose of your participation shall be considered as an offer for employment by Accenture notwithstanding any contents or communications mentioned in process documents or links.

Please be further informed that existence of an offer or offering any employment to a candidate shall be subject to business needs within Accenture or client requirements; mere clearance of any processes related to campus hiring does not by itself create an offer of employment for the candidate.

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Accenture is committed to protecting your personal information. Your information will be collected, used and may be shared by Accenture with third party service providers to serve lawful purposes, for Accenture recruitment process, including processing of data by third party when required. Your information shall be held only as long as necessary to achieve the purpose for which it is collected. The use and transfer of your information will be strictly in accordance with the applicable data privacy law and in line with our privacy policy available at [privacy policy](#) and [Recruiting and Hiring Statement](#). Further, you agree and acknowledge that you have read Accenture's privacy policy and fully understand your rights to access, correct/erase, object to processing, restrict to processing or withdraw your personal information anytime and seek a copy of the personal information.

© All Rights Reserved. | Accenture, Digital Marketing, Accenture Solutions Pvt Ltd, IBC Knowledge Park, No.4/1, Bannerghatta Main Road, Bangalore - 560029. Please see also all global [Accenture Corporate Entities List](#) for Accenture's global entities.



Mr/MS Pushpa Lalitha Nagireddy

12  
Dt: 23/06/2021

Sub: Offer Letter for Job/ assignment as Jr Engineer

This refers to a written application of yours and the subsequent interviews you had with us. We are please to inform you that your candidature has been considered to carry out work connected with the establishments of our client M/s Hetero Labs Private (SEZ) as Jr Engineer in TSD department at Nakkapally, Visakhapatnam district.

The terms and conditions of your association with us shall be as under:

1. You shall be engaged to carry out the work in connection with the establishment of our client. You shall report us on 22<sup>nd</sup> July 2021 and thereafter shall report us everyday for getting the understanding of the work to be carried which is to be in connection with the establishments of our clients.
2. We may direct you to work at different establishments of our different clients. There shall not be a fixed place of work for you or you shall be posted anywhere depending on the requirement of our clients.
3. You shall abide by the Contract Labour (regulation and Abolition) Act and the rules made thereunder.
4. During the currency of this contract with us, your work shall be supervised and controlled by us and you shall not establish any direct relationship in terms of the employment with our clients.
5. The association of yours with us can be terminated by us or you with or without tendering any reason well before the stipulated date of the automatic expiry as specified here in above.
6. Your association with us is subject to your fitness certified by the Registered Medical Officer (RMO).

In case, you are willing to accept the above mentioned terms & conditions, you may sign the duplicate copy of this letter as a token of acceptance of the temporary work.

You are requested to bring the Documents at the time of Joining:

1. Original certificates of Educational qualification certificates.
2. One set of photo copies of your education qualification certificates
3. Previous employment record (Original & Photo copy)
4. Aadhar card, PAN card, Voter ID card etc.,
5. Bank Account details with photo copy.
6. 12 no recent pass port size photographs.
7. All Medical reports
8. 100 rupees non judicial stamp paper.

If your fail to report to duty on or before dt. 22nd July 2021 the offer stands withdrawn automatically.

For Zenex Facility Management.

  
Authorized Signatory  
25/06/2021

Acknowledgement:

I, \_\_\_\_\_ S/o \_\_\_\_\_, residing  
at \_\_\_\_\_  
\_\_\_\_\_

Have accepted the terms and conditions stipulated as above.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_



Infosys®

13



July 26, 2021

HRD/3T/21-22/1001725350

Mr. Peela Abhiram  
Candidate ID: 1001725350  
F-205, Saraswathi Kuteer  
Sukibava Colony, Boggu Road  
Vishakhapatnam - 531163  
Andhra Pradesh  
India  
Ph: (91) 80088 96487

Dear Peela,

**SUB: LETTER OF INTENT TO HIRE**

**Congratulations!** Further to your application for Employment with Infosys Limited ("Company") and the subsequent selection process, we are delighted to communicate to you our intent to make you an offer for the position of **Systems Engineer** in Job Level 3 with the company. Your DoJ is **October 4, 2021** and you will receive the Letter of Appointment with all the elaborates soon.

This letter of intent would be superseded by a formal employment contract. The employment contract will detail out the scope, terms and conditions of your employment with the company, break up of your salary, proposed location of posting, date of joining etc.

Please be advised that our offer to you will be conditional upon you having successfully completed your graduation / post-graduation qualification and having completed all course requirements and examinations required for the award of the educational qualification mentioned by you in your application for employment with the Company. You are required to submit all marks sheets and other relevant documents (if any), on the day you join the Company. Further, you should have been declared as passed by the relevant examination authority. Please note that the determination of the adequacy or authenticity of all or any of the proofs and any condoning delay in submission of the same will be at the Company's absolute and sole discretion.

Should you meet the conditions of employment, your **Total Gross Salary** includes a Performance Incentive and will be **INR 360000** per annum. The complete breakdown of the compensation and increment will be provided in the Letter of Appointment.

This is a letter of intent only. It is not intended to be, and shall not constitute in any way a binding or legal agreement, or impose any legal obligation or duty on either you or the Company. Should you have any questions regarding the above, please do not hesitate to write to us at [offer\\_update@infosys.com](mailto:offer_update@infosys.com).

Welcome to Infosys Ltd. We are confident you will be able to make a significant contribution to the success of Infosys Limited. We wish you a long, rewarding and fulfilling career and look forward to working with you.

Yours sincerely,

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





Deccan Fine Chemicals (India) Private Limited  
Kesavaram, Venkataranigam Fod, Payakaraopeta Mandal,  
Visakhapatnam District, Andhra Pradesh, 531 127, India  
Tel. +91 8981 206045

13

Ref: DFC(I)PL/Kesavaram/HR/Offer/2021

Date: 17th May,2021

To  
Mr. Peela Dinny Abhiram,  
S/o Surya Bhasker Rao,  
F-205, Saraswati Kuteer, Bheemili,  
Visakhapatnam District, Andhra Pradesh-531163.  
Contact No: 8008896487, Email: pdinnyabhiram.17.che@anits.edu.in.

Dear Mr. Abhiram,

**Sub: Offer of Appointment – Reg.**

With reference to your application and the subsequent discussions we had with you, we are pleased to offer you the position of GET in Production Department at our Unit situated at Kesavaram village, Payakaraopeta Mandal, Visakhapatnam District, Andhra Pradesh on the following terms and conditions.

Your remuneration will be as mutually discussed and agreed. Your employment is conditional upon the management being satisfied on any reference and background checks that may be carried out at any time during the term of your employment with the company.

You are required to undergo a pre-employment medical check-up, which is arranged by the company and this offer of appointment is strictly subject to your medical fitness only.

You will be governed by the Rules & Procedures as well as standing orders and policies of the company that are in force at present and the changes take place from time to time.

This employment is terminable by either party by giving Two (2) months' prior notice. The company reserves the right to pay or recover salary in lieu of notice period. Further, 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 un-expired period and is not bound to give any reason thereof.

You are advised to join the organization within **80 Days** from the date of issue of this offer. In case you do not join us by the stipulated time, this offer will automatically stands withdrawn / cancelled. Please inform the exact date of joining over phone to HR Department on 8888803270.

You are requested to submit the following documents at the time of your joining:

- Copies of certificates along with **originals** in proof of your age, educational qualifications and experience etc. for our verification and necessary records which are **compulsory**.
- Relieving letter from your present employer and proof of last salary drawn, CTC structure letter issued by your present employer, last 3 months' pay slips and 3 months' bank statement duly certified by the bank officials. Acceptance of these documents are subject to scrutiny by us.
- 8 Passport Size color Photographs.
- Copy of your PAN Card and Aadhar Card.

We welcome you to Deccan family and look forward to a long and fruitful association.

With Best Wishes,  
For Deccan Fine Chemicals (India) Pvt. Ltd

  
S.V. Raju

Vice President – HR & Admn.



Mr/Ms. Manikumar P

Dt: 23/08/2021

Sub: Offer Letter for Job/ assignment as Jr Engineer

This refers to a written application of yours and the subsequent interviews you had with us. We are please to inform you that your candidature has been considered to carry out work connected with the establishments of our client M/s Hebros Labs Limited (SEZ) as Jr Engineer in TSD department at Nakkapally, Visakhapatnam district.

The terms and conditions of your association with us shall be as under:

1. You shall be engaged to carry out the work in connection with the establishment of our client. You shall report us on 22<sup>nd</sup> July 2021 and thereafter shall report us everyday for getting the understanding of the work to be carried which is to be in connection with the establishments of our clients.
2. We may direct you to work at different establishments of our different clients. There shall not be a fixed place of work for you or you shall be posted anywhere depending on the requirement of our clients.
3. You shall abide by the Contract Labour (regulation and Abolition) Act and the rules made thereunder.
4. During the currency of this contract with us, your work shall be supervised and controlled by us and you shall not establish any direct relationship in terms of the employment with our clients.
5. The association of yours with us can be terminated by us or you with or without tendering any reason well before the stipulated date of the automatic expiry as specified here in above.
6. Your association with us is subject to your fitness certified by the Registered Medical Officer (RMO).


In case, you are willing to accept the above mentioned terms & conditions, you may sign the duplicate copy of this letter as a token of acceptance of the temporary work.

You are requested to bring the Documents at the time of joining:

1. Original certificates of Educational qualification certificates.
2. One set of photo copies of your education qualification certificates
3. Previous employment record (Original & Photo copy)
4. Aadhar card, PAN card, Voter ID card etc.,
5. Bank Account details with photo copy.
6. 12 no recent pass port size photographs.
7. All Medical reports
8. 100 rupees non judicial stamp paper.

If your fail to report to duty on or before dt. 22<sup>nd</sup> July 2021 the offer stands withdrawn automatically.

For Zenex Facility Management.

  
Authorized Signatory  
23/06/2021

Acknowledgement:

I, \_\_\_\_\_ S/o \_\_\_\_\_, residing  
at \_\_\_\_\_  
\_\_\_\_\_

Have accepted the terms and conditions stipulated as above.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_





Mr/Ms. Pyla Sandeep

Dt: 23/06/2021

Sub: Offer Letter for Job/ assignment as Jr Engineer

This refers to a written application of yours and the subsequent interviews you had with us. We are please to inform you that your candidature has been considered to carry out work connected with the establishments of our client M/s Hetero Labs Limited (SGZ) as Jr Engineer in ISD department at Nakkapally, Visakhapatnam district.

The terms and conditions of your association with us shall be as under:

1. You shall be engaged to carry out the work in connection with the establishment of our client. You shall report us on 21st July 2021 and thereafter shall report us everyday for getting the understanding of the work to be carried which is to be in connection with the establishments of our clients.
2. We may direct you to work at different establishments of our different clients. There shall not be a fixed place of work for you or you shall be posted anywhere depending on the requirement of our clients.
3. You shall abide by the Contract Labour (regulation and Abolition) Act and the rules made thereunder.
4. During the currency of this contract with us, your work shall be supervised and controlled by us and you shall not establish any direct relationship in terms of the employment with our clients.
5. The association of yours with us can be terminated by us or you with or without tendering any reason well before the stipulated date of the automatic expiry as specified here in above.
6. Your association with us is subject to your fitness certified by the Registered Medical Officer (RMO).

In case, you are willing to accept the above mentioned terms & conditions, you may sign the duplicate copy of this letter as a token of acceptance of the temporary work.

You are requested to bring the Documents at the time of Joining:

1. Original certificates of Educational qualification certificates.
2. One set of photo copies of your education qualification certificates
3. Previous employment record (Original & Photo copy)
4. Aadhar card, PAN card, Voter ID card etc..
5. Bank Account details with photo copy.
6. 12 no recent pass port size photographs.
7. All Medical reports
8. 100 rupees non judicial stamp paper.

If your fail to report to duty on or before dt. 22<sup>nd</sup> July 2021 the offer stands withdrawn automatically.

For Zenex Facility Management.

  
Authorized Signatory  
23/06/2021

Acknowledgement:

I, \_\_\_\_\_ S/o \_\_\_\_\_, residing  
at \_\_\_\_\_  
\_\_\_\_\_

Have accepted the terms and conditions stipulated as above.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_



16



Mr Rokalla Suresh

DE: 03/07/2021

Sub: Offer Letter for Job/ assignment as Jr Engineer

This refers to a written application of yours and the subsequent interviews you had with us. We are please to inform you that your candidature has been considered to carry out work connected with the establishments of our client M/s Aetoro Labs Limited - III as Jr Engineer in Gen TSD department at Nakkapally, Visakhapatnam district.

The terms and conditions of your association with us shall be as under:

1. You shall be engaged to carry out the work in connection with the establishment of our client. You shall report us on 2<sup>nd</sup> July 2021 and thereafter shall report us everyday for getting the understanding of the work to be carried which is to be in connection with the establishments of our clients.
2. We may direct you to work at different establishments of our different clients. There shall not be a fixed place of work for you or you shall be posted anywhere depending on the requirement of our clients.
3. You shall abide by the Contract Labour (regulation and Abolition) Act and the rules made thereunder.
4. During the currency of this contract with us, your work shall be supervised and controlled by us and you shall not establish any direct relationship in terms of the employment with our clients.
5. The association of yours with us can be terminated by us or you with or without tendering any reason well before the stipulated date of the automatic expiry as specified here in above.
6. Your association with us is subject to your fitness certified by the Registered Medical Officer (RMO).

In case, you are willing to accept the above mentioned terms & conditions, you may sign the duplicate copy of this letter as a token of acceptance of the temporary work.

You are requested to bring the Documents at the time of joining:

1. Original certificates of Educational qualification certificates.
2. One set of photo copies of your education qualification certificates
3. Previous employment record (Original & Photo copy)
4. Aadhar card, PAN card, Voter ID card etc..
5. Bank Account details with photo copy.
6. 12 no recent pass port size photographs.
7. All Medical reports
8. 100 rupees non judicial stamp paper.

If your fail to report to duty on or before <sup>22<sup>nd</sup> July 2021</sup> dt. \_\_\_\_\_ the offer stands withdrawn automatically.

For Zenex Facility Management.

  
Authorized Signatory  
03/04/2021

Acknowledgement:

I, \_\_\_\_\_ S/o \_\_\_\_\_, residing  
at \_\_\_\_\_  
\_\_\_\_\_

Have accepted the terms and conditions stipulated as above.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

**Infosys**  
Navigate your next  
July 16, 2021

HRD/3T/1001714919/21-22

Mr. Sabbavarapu Narendra Kumar  
2-78  
sai nagar colony, sabbavaram, visakhapatnam  
Vishakhapatnam-531035  
India

Ph: +91-9121729350

Dear Sabbavarapu Narendra,

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: 2021.07.16 09:31:10 IST  
Reason: Digitally Signed  
Location: Bangalore

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



**ANNEXURE - II**  
(Compensation post Unit allocation)

<b>COMPENSATION DETAILS</b> (All figures in INR per month)																					
NAME	Mr. Sabbavarapu Narendra Kumar																				
ROLE	Systems Engineer																				
ROLE DESIGNATION	Systems Engineer Trainee																				
<b>1. MONTHLY COMPONENTS</b>																					
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																				
<b>MONTHLY GROSS SALARY</b>	<b>22,328</b>																				
<b>2. ANNUAL COMPONENT</b>																					
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																				
<b>3. RETIRAL BENEFITS</b>																					
PROVIDENT FUND - 12% of Basic Salary	1,800																				
GRATUITY - 4.81% of Basic Salary*	722																				
<b>FIXED GROSS SALARY (1+2+3)</b>	<b>25,000</b>																				
<b>4. INCENTIVE COMPONENTS</b>	<table border="1"> <thead> <tr> <th></th> <th>At an indicative Payout of 5%</th> <th>At indicative Payout of 10%</th> <th>At indicative Payout of 20%</th> </tr> </thead> <tbody> <tr> <td>TRAINING PERFORMANCE LINKED INCENTIVE (TPI)</td> <td align="center">1,250</td> <td align="center">2,500</td> <td align="center">5,000</td> </tr> <tr> <td><b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b></td> <td align="center" colspan="3"><b>26,250</b></td> </tr> <tr> <td><b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)</b></td> <td align="center" colspan="3"><b>27,500</b></td> </tr> <tr> <td><b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b></td> <td align="center" colspan="3"><b>30,000</b></td> </tr> </tbody> </table>		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	<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>	<b>26,250</b>			<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)</b>	<b>27,500</b>			<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>	<b>30,000</b>		
	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																		
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>	<b>26,250</b>																				
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)</b>	<b>27,500</b>																				
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>	<b>30,000</b>																				
<b>OTHER BENEFITS</b>																					
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)																	
<b>SALARY LOAN</b> (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																					



Deccan Fine Chemicals (India) Private Limited  
Kesavaram, Venkatanagarani Post, Payakaraopeta Mandal,  
Visakhapatnam District, Andhra Pradesh, 531 127, India  
Tel. +91 8951 204045

17

Ref: DFC(I)PL/Kesavaram/HR/Offer/2021

Date: 17th May,2021

To  
Mr.Sabbavarapu Narendra Kumar,  
S/o Ganga Raju,  
2-78, Sai Nagar Colony, Sabbavaram,  
Visakhapatnam District, Andhra Pradesh-531035.  
Contact No: 9121729350, Email: narendrakumar7995039316@gmail.com.

Dear Mr. Narendra Kumar,

**Sub: Offer of Appointment – Reg.**

With reference to your application and the subsequent discussions we had with you, we are pleased to offer you the position of GET in Production Department at our Unit situated at Kesavaram village, Payakaraopeta Mandal, Visakhapatnam District, Andhra Pradesh on the following terms and conditions.

Your remuneration will be as mutually discussed and agreed. Your employment is conditional upon the management being satisfied on any reference and background checks that may be carried out at any time during the term of your employment with the company.

You are required to undergo a pre-employment medical check-up, which is arranged by the company and this offer of appointment is strictly subject to your medical fitness only.

You will be governed by the Rules & Procedures as well as standing orders and policies of the company that are in force at present and the changes take place from time to time.

This employment is terminable by either party by giving Two (2) months' prior notice. The company reserves the right to pay or recover salary in lieu of notice period. Further, 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 un-expired period and is not bound to give any reason thereof.

You are advised to join the organization within **80 Days** from the date of issue of this offer. In case you do not join us by the stipulated time, this offer will automatically stands withdrawn / cancelled. Please inform the exact date of joining over phone to HR Department on 8886603270.

You are requested to submit the following documents at the time of your joining:

- Copies of certificates along with **originals** in proof of your age, educational qualifications and experience etc. for our verification and necessary records which are **compulsory**.
- Relieving letter from your present employer and proof of last salary drawn, CTC structure letter issued by your present employer, last 3 months' pay slips and 3 months' bank statement duly certified by the bank officials. Acceptance of these documents are subject to scrutiny by us.
- 8 Passport Size color Photographs.
- Copy of your PAN Card and Aadhar Card.

We welcome you to Deccan family and look forward to a long and fruitful association.

With Best Wishes,  
For Deccan Fine Chemicals (India) Pvt. Ltd

  
S.V. Raju  
Vice President – HR & Admn.



18



Strictly Private and Confidential

Date:06-Jul-2021

Neha Riya Siby  
C9721247

57-24-24/2, Thummadapalem

7780189070

Dear Neha Riya Siby,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: f4bf0ce9-5c43-42c6-bf6c-80dda057ef4b\_1  
Signed By: Mahesh Vasudeo Zurale

**ANNEXURE 1****COMPENSATION & BENEFITS**

Annual Total Cash compensation structure as per the Company guidelines is:

<b>Total Cash Compensation Elements</b>	
	Annual (INR)
(A) Annual Fixed Compensation	383000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32500
Maximum Annual Total earning potential (A+B)	415500
Joining Bonus (Refer to the Section C)	25,000
<b>(D) Additional Benefits</b>	
Gratuity as per law <sup>#</sup>	9500
Insurance Premium(notional value)	
<b>Total Cash Compensation + Total Additional Benefits (A+B+C+D)</b>	<b>450000</b>

**(A) Annual Fixed Compensation**

• Your annual fixed compensation is INR 383000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

**(B) Local Variable Bonus (LVB)**

•As part of your annual total cash compensation, you will be eligible to participate in the FY21 Local Variable Bonus programme (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB programme guidelines The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

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Mr /MS. Neha Riya Siby

Dt: 23/06/2021

Sub: Offer Letter for Job/ assignment as Jr Engineer

This refers to a written application of yours and the subsequent interviews you had with us. We are please to inform you that your candidature has been considered to carry out work connected with the establishments of our client M/s Alkora Labs Limited (SEZ) as Jr Engineer in TSD department at Nakkapally, Visakhapatnam district.

The terms and conditions of your association with us shall be as under:

1. You shall be engaged to carry out the work in connection with the establishment of our client You shall report us on 21st July 2021 and thereafter shall report us everyday for getting the understanding of the work to be carried which is to be in connection with the establishments of our clients.
2. We may direct you to work at different establishments of our different clients. There shall not be a fixed place of work for you or you shall be posted anywhere depending on the requirement of our clients.
3. You shall abide by the Contract Labour (regulation and Abolition) Act and the rules made thereunder.
4. During the currency of this contract with us, your work shall be supervised and controlled by us and you shall not establish any direct relationship in terms of the employment with our clients.
5. The association of yours with us can be terminated by us or you with or without tendering any reason well before the stipulated date of the automatic expiry as specified here in above.
6. Your association with us is subject to your fitness certified by the Registered Medical Officer (RMO).



19



Mr/Ms. Sridhar Yarlagadda

DE: 23/06/2021

Sub: Offer Letter for Job/ assignment as Jr Engineer

This refers to a written application of yours and the subsequent interviews you had with us. We are please to inform you that your candidature has been considered to carry out work connected with the establishments of our client M/s Hetero Labs Limited (S-2) as Jr Engineer in TSD department at Nakkapally, Visakhapatnam district.

The terms and conditions of your association with us shall be as under:

1. You shall be engaged to carry out the work in connection with the establishment of our client. You shall report us on 2<sup>nd</sup> July 2021 and thereafter shall report us everyday for getting the understanding of the work to be carried which is to be in connection with the establishments of our clients.
2. We may direct you to work at different establishments of our different clients. There shall not be a fixed place of work for you or you shall be posted anywhere depending on the requirement of our clients.
3. You shall abide by the Contract Labour (regulation and Abolition) Act and the rules made thereunder.
4. During the currency of this contract with us, your work shall be supervised and controlled by us and you shall not establish any direct relationship in terms of the employment with our clients.
5. The association of yours with us can be terminated by us or you with or without tendering any reason well before the stipulated date of the automatic expiry as specified here in above.
6. Your association with us is subject to your fitness certified by the Registered Medical Officer (RMO).

In case, you are willing to accept the above mentioned terms & conditions, you may sign the duplicate copy of this letter as a token of acceptance of the temporary work.

You are requested to bring the Documents at the time of joining:

1. Original certificates of Educational qualification certificates.
2. One set of photo copies of your education qualification certificates
3. Previous employment record (Original & Photo copy)
4. Aadhar card, PAN card, Voter ID card etc..
5. Bank Account details with photo copy.
6. 12 no recent pass port size photographs.
7. All Medical reports
8. 100 rupees non judicial stamp paper.

If your fail to report to duty on or before dt. 22nd July 2021 the offer stands withdrawn automatically.

For Zenex Facility Management.

  
Authorized Signatory  
28/06/2021

Acknowledgement:

I, \_\_\_\_\_ S/o \_\_\_\_\_, residing  
at \_\_\_\_\_  
\_\_\_\_\_

Have accepted the terms and conditions stipulated as above.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_





Deccan Fine Chemicals (India) Private Limited  
Kesavaram, Venkatanagaram Post, Payakaraopeta Mandal,  
Visakhapatnam District, Andhra Pradesh, 531 127, India  
Tel. +91 8931 204043

20

Ref: DFC(I)PL/Kesavaram/HR/Offer/2021

Date: 17th May,2021

To  
Mr.Yaswanth Ram Kumar Chukka,  
S/o Srinivasa Rao,  
Dr.No.28-15-3, R.H.Colony, Vadlapudi,  
Visakhapatnam District, Andhra Pradesh-530046.  
Contact No: 9177095990, Email: chukkayrk@gmail.com.

Dear Mr. Yaswanth Ram Kumar,

**Sub: Offer of Appointment – Reg.**

With reference to your application and the subsequent discussions we had with you, we are pleased to offer you the position of GET in Production Department at our Unit situated at Kesavaram village, Payakaraopeta Mandal, Visakhapatnam District, Andhra Pradesh on the following terms and conditions.

Your remuneration will be as mutually discussed and agreed. Your employment is conditional upon the management being satisfied on any reference and background checks that may be carried out at any time during the term of your employment with the company.

You are required to undergo a pre-employment medical check-up, which is arranged by the company and this offer of appointment is strictly subject to your medical fitness only.

You will be governed by the Rules & Procedures as well as standing orders and policies of the company that are in force at present and the changes take place from time to time.

This employment is terminable by either party by giving Two (2) months' prior notice. The company reserves the right to pay or recover salary in lieu of notice period. Further, 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 un-expired period and is not bound to give any reason thereof.

You are advised to join the organization within **80 Days** from the date of issue of this offer. In case you do not join us by the stipulated time, this offer will automatically stands withdrawn / cancelled. Please inform the exact date of joining over phone to HR Department on 8886603270.

You are requested to submit the following documents at the time of your joining:

- Copies of certificates along with **originals** in proof of your age, educational qualifications and experience etc. for our verification and necessary records which are **compulsory**.
- Relieving letter from your present employer and proof of last salary drawn, CTC structure letter issued by your present employer, last 3 months' pay slips and 3 months' bank statement duly certified by the bank officials. Acceptance of these documents are subject to scrutiny by us.
- 8 Passport Size color Photographs.
- Copy of your PAN Card and Aadhar Card.

We welcome you to Deccan family and look forward to a long and fruitful association.

With Best Wishes,  
For Deccan Fine Chemicals (India) Pvt. Ltd

  
S.V. Raju  
Vice President – HR & Admn.



20

Mr/Ms. Yaswanth Ramkumar Chukka

DE: 23/06/2021

Sub: Offer Letter for Job/assignment as Jr Engineer

This refers to a written application of yours and the subsequent interviews you had with us. We are please to inform you that your candidature has been considered to carry out work connected with the establishments of our client M/s Hetero Labs Limited (SEZ) as Jr Engineer in TSD department at Nakkapally, Visakhapatnam district.

The terms and conditions of your association with us shall be as under:

1. You shall be engaged to carry out the work in connection with the establishment of our client. You shall report us on 01<sup>st</sup> July 2021 and thereafter shall report us everyday for getting the understanding of the work to be carried which is to be in connection with the establishments of our clients.
2. We may direct you to work at different establishments of our different clients. There shall not be a fixed place of work for you or you shall be posted anywhere depending on the requirement of our clients.
3. You shall abide by the Contract Labour (regulation and Abolition) Act and the rules made thereunder.
4. During the currency of this contract with us, your work shall be supervised and controlled by us and you shall not establish any direct relationship in terms of the employment with our clients.
5. The association of yours with us can be terminated by us or you with or without tendering any reason well before the stipulated date of the automatic expiry as specified here in above.
6. Your association with us is subject to your fitness certified by the Registered Medical Officer (RMO).

In case, you are willing to accept the above mentioned terms & conditions, you may sign the duplicate copy of this letter as a token of acceptance of the temporary work.

You are requested to bring the Documents at the time of joining:

1. Original certificates of Educational qualification certificates.
2. One set of photo copies of your education qualification certificates
3. Previous employment record (Original & Photo copy)
4. Aadhar card, PAN card, Voter ID card etc..
5. Bank Account details with photo copy.
6. 12 no recent pass port size photographs.
7. All Medical reports
8. 100 rupees non judicial stamp paper.

If your fail to report to duty on or before dt. 22nd July 2021 the offer stands withdrawn automatically.

For Zenex Facility Management.

  
Authorized Signatory  
23/06/2021

Acknowledgement:

I, \_\_\_\_\_ S/o \_\_\_\_\_, residing  
at \_\_\_\_\_  
\_\_\_\_\_

Have accepted the terms and conditions stipulated as above.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_





Deccan Fine Chemicals (India) Private Limited  
Kesavaram, Venkatanagar Post, Payakaraopeta Mandal,  
Visakhapatnam District, Andhra Pradesh, 531 127, India  
Tel. +91 8931 204045

Ref: DFC(I)PL/Kesavaram/HR/Offer/2021

Date: 17th May,2021

To  
Mr.Reddi Pavan Kalyan,  
S/o Govinda Rao,  
D.No:40-20-150, Santhinagar-2, Kailasapuram,  
Visakhapatnam District, Andhra Pradesh-530024.  
Contact No: 7032306064, Email: pavankalyangice@gmail.com.

Dear Mr. Pavan Kalyan,

**Sub: Offer of Appointment – Reg.**

With reference to your application and the subsequent discussions we had with you, we are pleased to offer you the position of GET in Production Department at our Unit situated at Kesavaram village, Payakaraopeta Mandal, Visakhapatnam District, Andhra Pradesh on the following terms and conditions.

Your remuneration will be as mutually discussed and agreed. Your employment is conditional upon the management being satisfied on any reference and background checks that may be carried out at any time during the term of your employment with the company.

You are required to undergo a pre-employment medical check-up, which is arranged by the company and this offer of appointment is strictly subject to your medical fitness only.

You will be governed by the Rules & Procedures as well as standing orders and policies of the company that are in force at present and the changes take place from time to time.

This employment is terminable by either party by giving Two (2) months' prior notice. The company reserves the right to pay or recover salary in lieu of notice period. Further, 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 un-expired period and is not bound to give any reason thereof.

You are advised to join the organization within **80 Days** from the date of issue of this offer. In case you do not join us by the stipulated time, this offer will automatically stands withdrawn / cancelled. Please inform the exact date of joining over phone to HR Department on 8886603270.

You are requested to submit the following documents at the time of your joining:

- Copies of certificates along with **originals** in proof of your age, educational qualifications and experience etc. for our verification and necessary records which are **compulsory**.
- Relieving letter from your present employer and proof of last salary drawn, CTC structure letter issued by your present employer, last 3 months' pay slips and 3 months' bank statement duly certified by the bank officials. Acceptance of these documents are subject to scrutiny by us.
- 8 Passport Size color Photographs.
- Copy of your PAN Card and Aadhar Card.

We welcome you to Deccan family and look forward to a long and fruitful association.

With Best Wishes,  
For Deccan Fine Chemicals (India) Pvt. Ltd

  
S.V. Raju  
Vice President – HR & Admn.



Mr Reddi Pavan Kalyan

Di: 03/07/2021

Sub: Offer Letter for Job/ assignment as Jr Engineer

This refers to a written application of yours and the subsequent interviews you had with us. We are please to inform you that your candidature has been considered to carry out work connected with the establishments of our client M/s Hetero Labs Private Ltd as Jr Engineer in TSD department at Nakkapally, Visakhapatnam district.

The terms and conditions of your association with us shall be as under:

1. You shall be engaged to carry out the work in connection with the establishment of our client. You shall report us on 22<sup>nd</sup> July 2021 and thereafter shall report us everyday for getting the understanding of the work to be carried which is to be in connection with the establishments of our clients.
2. We may direct you to work at different establishments of our different clients. There shall not be a fixed place of work for you or you shall be posted anywhere depending on the requirement of our clients.
3. You shall abide by the Contract Labour (regulation and Abolition) Act and the rules made thereunder.
4. During the currency of this contract with us, your work shall be supervised and controlled by us and you shall not establish any direct relationship in terms of the employment with our clients.
5. The association of yours with us can be terminated by us or you with or without tendering any reason well before the stipulated date of the automatic expiry as specified here in above.
6. Your association with us is subject to your fitness certified by the Registered Medical Officer (RMO).




In case, you are willing to accept the above mentioned terms & conditions, you may sign the duplicate copy of this letter as a token of acceptance of the temporary work.

You are requested to bring the Documents at the time of Joining:

1. Original certificates of Educational qualification certificates.
2. One set of photo copies of your education qualification certificates
3. Previous employment record (Original & Photo copy)
4. Aadhar card, PAN card, Voter ID card etc.,
5. Bank Account details with photo copy.
6. 12 no recent pass port size photographs.
7. All Medical reports
8. 100 rupees non judicial stamp paper.

If your fail to report to duty on or before dt. 5<sup>th</sup> July 2021 the offer stands withdrawn automatically.

For Zenex Facility Management.

  
Authorized Signatory  
03/07/2021

Acknowledgement:

I, \_\_\_\_\_ S/o \_\_\_\_\_, residing  
at \_\_\_\_\_  
\_\_\_\_\_

Have accepted the terms and conditions stipulated as above.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_



Deccan Fine Chemicals (India) Private Limited  
Kesavaram, Venkatanagaram Post, Payakaraopeta Mandal,  
Visakhapatnam District, Andhra Pradesh, 531 127, India  
Tel. +91 8931 204045

22

Ref: DFC(I)PL/Kesavaram/HR/Offer/2021

Date: 17th May,2021

To  
Mr.Somisetty Dilip Kumar,  
S/o Srinivas Rao,  
D.No:5-200, Kothapeta Street, Anakapalli,  
Visakhapatnam District, Andhra Pradesh-531032.  
Contact No: 7095104575, Email: 1998dilipkumar@gmail.com.

Dear Mr. Dilip Kumar,

**Sub: Offer of Appointment – Reg.**

With reference to your application and the subsequent discussions we had with you, we are pleased to offer you the position of GET in Production Department at our Unit situated at Kesavaram village, Payakaraopeta Mandal, Visakhapatnam District, Andhra Pradesh on the following terms and conditions.

Your remuneration will be as mutually discussed and agreed. Your employment is conditional upon the management being satisfied on any reference and background checks that may be carried out at any time during the term of your employment with the company.

You are required to undergo a pre-employment medical check-up, which is arranged by the company and this offer of appointment is strictly subject to your medical fitness only.

You will be governed by the Rules & Procedures as well as standing orders and policies of the company that are in force at present and the changes take place from time to time.

This employment is terminable by either party by giving Two (2) months' prior notice. The company reserves the right to pay or recover salary in lieu of notice period. Further, 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 un-expired period and is not bound to give any reason thereof.

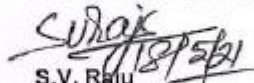
You are advised to join the organization within **80 Days** from the date of issue of this offer. In case you do not join us by the stipulated time, this offer will automatically stands withdrawn / cancelled. Please inform the exact date of joining over phone to HR Department on 8886603270.

You are requested to submit the following documents at the time of your joining:

- Copies of certificates along with **originals** in proof of your age, educational qualifications and experience etc. for our verification and necessary records which are **compulsory**.
- Relieving letter from your present employer and proof of last salary drawn, CTC structure letter issued by your present employer, last 3 months' pay slips and 3 months' bank statement duly certified by the bank officials. Acceptance of these documents are subject to scrutiny by us.
- 8 Passport Size color Photographs.
- Copy of your PAN Card and Aadhar Card.

We welcome you to Deccan family and look forward to a long and fruitful association.

With Best Wishes,  
For Deccan Fine Chemicals (India) Pvt. Ltd

  
S.V. Raju  
Vice President – HR & Admn.



**Deccan Fine Chemicals (India) Private Limited**  
Kesavaram, Venkatanagaram Post, Payakaraopeta Mandal,  
Visakhapatnam District, Andhra Pradesh, 531 177, India  
Tel. +91 9931 204045

23

Ref: DFC(I)PL/Kesavaram/HR/Offer/2021

Date: 17th May,2021

To  
Mr. Gedela Ravi Sai Prasanna Kumar,  
S/o Gangadhar Sanyasi Rao,  
Dr.No:53-25-9/5/1, Chaitanya Nagar, Maddilapalem,  
Visakhapatnam District, Andhra Pradesh-530013.  
Contact No: 8919059992, Email: raviraghavan313@gmail.com.

Dear Mr. Prasanna Kumar,

**Sub: Offer of Appointment – Reg.**

With reference to your application and the subsequent discussions we had with you, we are pleased to offer you the position of GET in **Production** Department at our Unit situated at Kesavaram village, Payakaraopeta Mandal, Visakhapatnam District, Andhra Pradesh on the following terms and conditions.

Your remuneration will be as mutually discussed and agreed. Your employment is conditional upon the management being satisfied on any reference and background checks that may be carried out at any time during the term of your employment with the company.

You are required to undergo a pre-employment medical check-up, which is arranged by the company and this offer of appointment is strictly subject to your medical fitness only.

You will be governed by the Rules & Procedures as well as standing orders and policies of the company that are in force at present and the changes take place from time to time.

This employment is terminable by either party by giving Two (2) months' prior notice. The company reserves the right to pay or recover salary in lieu of notice period. Further, 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 un-expired period and is not bound to give any reason thereof.

You are advised to join the organization within **80 Days** from the date of issue of this offer. In case you do not join us by the stipulated time, this offer will automatically stands withdrawn / cancelled. Please inform the exact date of joining over phone to HR Department on 8886603270.

You are requested to submit the following documents at the time of your joining:

- Copies of certificates along with **originals** in proof of your age, educational qualifications and experience etc. for our verification and necessary records which are **compulsory**.
- Relieving letter from your present employer and proof of last salary drawn, CTC structure letter issued by your present employer, last 3 months' pay slips and 3 months' bank statement duly certified by the bank officials. Acceptance of these documents are subject to scrutiny by us.
- 8 Passport Size color Photographs.
- Copy of your PAN Card and Aadhar Card.

We welcome you to Deccan family and look forward to a long and fruitful association.

With Best Wishes,  
For Deccan Fine Chemicals (India) Pvt. Ltd

  
S.V. Reju

Vice President – HR & Admn.

Corporate ID No. U24117TG2006PTC050967

Regd. Office : 8-2-293/82/A/74A, Road No.9, Jubilee Hills, Hyderabad-500 033, Telangana, India.



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Mr /M S. G. R S Prasanna Kumar

Dt: 23/06/2021

Sub: Offer Letter for Job/ assignment as Jr Engineer

This refers to a written application of yours and the subsequent interviews you had with us. We are please to inform you that your candidature has been considered to carry out work connected with the establishments of our client M/s Hetero Labs Limited (SEZ) as Jr Engineer in TSD department at Nakkapally, Visakhapatnam district.

The terms and conditions of your association with us shall be as under:

1. You shall be engaged to carry out the work in connection with the establishment of our client. You shall report us on 22nd July 2021 and thereafter shall report us everyday for getting the understanding of the work to be carried which is to be in connection with the establishments of our clients.
2. We may direct you to work at different establishments of our different clients. There shall not be a fixed place of work for you or you shall be posted anywhere depending on the requirement of our clients.
3. You shall abide by the Contract Labour (regulation and Abolition) Act and the rules made thereunder.
4. During the currency of this contract with us, your work shall be supervised and controlled by us and you shall not establish any direct relationship in terms of the employment with our clients.
5. The association of yours with us can be terminated by us or you with or without tendering any reason well before the stipulated date of the automatic expiry as specified here in above.
6. Your association with us is subject to your fitness certified by the Registered Medical Officer (RMO).



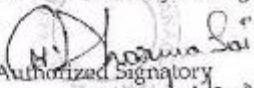
In case, you are willing to accept the above mentioned terms & conditions, you may sign the duplicate copy of this letter as a token of acceptance of the temporary work.

You are requested to bring the Documents at the time of Joining:

1. Original certificates of Educational qualification certificates.
2. One set of photo copies of your education qualification certificates
3. Previous employment record (Original & Photo copy)
4. Aadhar card, PAN card, Voter ID card etc..
5. Bank Account details with photo copy.
6. 12 no recent pass port size photographs.
7. All Medical reports
8. 100 rupees non judicial stamp paper.

If your fail to report to duty on or before dt. 22nd July 2021 the offer stands withdrawn automatically.

For Zenex Facility Management.

  
Authorized Signatory  
23/06/2021

Acknowledgement:

I, \_\_\_\_\_ S/o \_\_\_\_\_, residing  
at \_\_\_\_\_

\_\_\_\_\_

Have accepted the terms and conditions stipulated as above.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

## COVALENT LABORATORIES PRIVATE LIMITED

CIN : U24230TG2002PTC039606  
AN USFDA & WHO-GMP Certified Company  
Admin. Office : #8-3-677/18, 2nd Floor, S.K.D. Nagar,  
Yellareddy Guda, Hyderabad - 500 073, Telangana, India  
Ph : +91-40-49483333, Fax : +91-40-49483396  
Email : info@covalentlab.com Web : www.covalentlab.com

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Mr. Kandregula Sai Kishore,  
H.No: 12-4/75,  
Pudimadaka Road,  
Anakapalli,  
Visakhapatnam,  
AndhraPradesh-531001.

July 22 , 2021

Dear Kandregula Sai Kishore,

With reference to the interview you had with us, we are pleased to offer the position of "Tr.Engineer - Solvent Recovery" in our factory situated at Sy. No: 374, Gundla Machnoor (Vill.), Hathnoora (Mandal), Sangareddy (Dist.) on terms and conditions as discussed with you personally and agreed by you during the Interview and you will be paid CTC as discussed accordingly during the negotiations subject to the conditions that you would submit all your original educational qualification certificates for verification and other experience certificates etc. at the time of joining and serve the Bond for a minimum period of 3 years with us and further subject to the condition that the candidate needs to attend the shift duties if required and also your appointment is subject to termination by giving three months notice or by payment of three months salary on either side.

This offer is subject to your Medical fitness (which you are required to undergo pre employment medical examination at MNR Hospital) and further on our understanding that all the details given by you in your Job application form are correct and complete in all respects.

We offer you to join on or before 02.08.2021 and please bring the following documents at the time of Joining in Our Company.

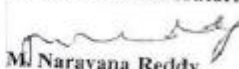
1. Original Qualification certificates
2. Xerox copies of Qualification certificates.
3. Five pass port size photos.
4. Aadhar card of self and all dependent family members ie : Father, Mother, Spouse, Children and PAN card of self and UAN Number, ESI Number, if any.

Please confirm the receipt of this letter and mail your acceptance besides confirming your likely date of joining.

We welcome you to Covalent Laboratories Pvt. Limited., and look forward to your significant personal and professional growth during your association with us.

Thanking you,

Yours faithfully,  
for Covalent Laboratories Pvt. Ltd.,

  
M. Narayana Reddy  
Managing Director



## BSR ENTERPRISES

H.No. 22-23 & 23A, Flat No.201, Plot No. 182 & 183, Eenadu Heights,  
Eenadu Society, V V Nagar Colony, Kukatpally, Hyderabad - 500 072.  
E-mail : bsrenterprises1966@gmail.com

Cell : 7337208989  
9849568859



Date. 30-09-2021

To  
MR. P KARUNAKAR REDDY

### Offer Letter

Dear MR.P KARUNAKAR REDDY

This has reference to your application and the subsequent interview with HETERO DRUGS LIMITED. We are pleased to offer you for the position of "Jr. ENGINEER in PRODUCTION DEPT." in our organisation on a contractual basis.

The brief details of the offer are as below:

Gross Salary : Rs.15,000/- P.M.

Your expected Date of Joining : 01-10-2021

You will be issued a detailed 'Appointment Letter' on your joining with BSR ENTERPRISES. And this offer letter will be valid till 10-10-2021 and will automatically become void unless it is explicitly extended by the client or BSR ENTERPRISES.

You are requested to sign and return us the copy of the Offer as a token of your acceptance.

Please bring the following documents along with you on the day of your joining with BSR ENTERPRISES.

1. Copy of relieving letter from previous employer if applicable.
2. Latest payslip / proof of salary / Bank statement in which last salary credited
3. Copies of Education certificates
4. Four passport sized colour photographs
5. Proof of House Address (Electricity Bill, Rent Agreement, Postal Address Proof etc.,)
6. AADHAR & PAN CARD copy.
7. Duly filled standard Application form of BSR ENTERPRISES.

We look forward to your joining at the earliest.

For BSR Enterprises,

(Authorised Signatory)  
B. SRINIVAS REDDY





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## COVALENT LABORATORIES PRIVATE LIMITED

CIN : U24230TG2002PTC039606  
AN USFDA & WHO-GMP Certified Company  
Admin. Office : #8-3-677/18, 2nd Floor, S.K.D. Nagar,  
Yellareddy Guda, Hyderabad - 500 073, Telangana, India  
Ph : +91-40-49483333, Fax : +91-40-49483396  
Email : info@ccoalentlab.com Web : www.covalentlab.com

Mr. Sivakoti Surya Harsha,  
H.No: 4-78/2,  
Panchayathi Street,  
R.B. Kothuru,  
Peddapuram,  
East Godavari  
AndhraPradesh-533437.

July 22, 2021

Dear Sivakoti Surya Harsha,

With reference to the interview you had with us, we are pleased to offer the position of "Tr.Engineer - Solvent Recovery" in our factory situated at Sy. No: 374, Gundla Machanoor (Vill.), Hathnoora (Mandal), Sangareddy (Dist.) on terms and conditions as discussed with you personally and agreed by you during the Interview and you will be paid CTC as discussed accordingly during the negotiations subject to the conditions that you would submit all your original educational qualification certificates for verification and other experience certificates etc. at the time of joining and serve the Bond for a minimum period of 3 years with us and further subject to the condition that the candidate needs to attend the shift duties if required and also your appointment is subject to termination by giving three months notice or by payment of three months salary on either side.

This offer is subject to your Medical fitness (which you are required to undergo pre employment medical examination at MNR Hospital) and further on our understanding that all the details given by you in your Job application form are correct and complete in all respects.

We offer you to join on or before 02.08.2021 and please bring the following documents at the time of Joining in Our Company.


1. Original Qualification certificates
2. Xerox copies of Qualification certificates.
3. Five pass port size photos.
4. Aadhar card of self and all dependent family members ie ; Father, Mother, Spouse, Children and PAN card of self and UAN Number, ESI Number, if any.

Please confirm the receipt of this letter and mail your acceptance besides confirming your likely date of joining.

We welcome you to Covalent Laboratories Pvt. Limited., and look forward to your significant personal and professional growth during your association with us.

Thanking you,

Yours faithfully,  
for Covalent Laboratories Pvt. Ltd.,

  
M. Narayana Reddy  
Managing Director





Deccan Fine Chemicals (India) Private Limited  
Kesavaram, Venkatanagaram Post, Payakaraopeta Mandal  
Visakhapatnam District, Andhra Pradesh, 531 127, India  
Tel. +91 8931 204015

Ref: DFC(I)PL/Kesavaram/HR/Offer/2021

Date: 17th May,2021

To  
Mr.Lalam Pavan Kumar,  
S/o Apparao,  
D.No:23-62, Peenarapalem, Narsipatnam,  
Visakhapatnam District, Andhra Pradesh-531116.  
Contact No: 6300549413, Email: lpavankumargice@gmail.com.

Dear Mr. Pavan Kumar,

**Sub: Offer of Appointment – Reg.**

With reference to your application and the subsequent discussions we had with you, we are pleased to offer you the position of GET in Production Department at our Unit situated at Kesavaram village, Payakaraopeta Mandal, Visakhapatnam District, Andhra Pradesh on the following terms and conditions.

Your remuneration will be as mutually discussed and agreed. Your employment is conditional upon the management being satisfied on any reference and background checks that may be carried out at any time during the term of your employment with the company.

You are required to undergo a pre-employment medical check-up, which is arranged by the company and this offer of appointment is strictly subject to your medical fitness only.

You will be governed by the Rules & Procedures as well as standing orders and policies of the company that are in force at present and the changes take place from time to time.

This employment is terminable by either party by giving Two (2) months' prior notice. The company reserves the right to pay or recover salary in lieu of notice period. Further, 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 un-expired period and is not bound to give any reason thereof.

You are advised to join the organization within 80 Days from the date of issue of this offer. In case you do not join us by the stipulated time, this offer will automatically stands withdrawn / cancelled. Please inform the exact date of joining over phone to HR Department on 8886603270.

You are requested to submit the following documents at the time of your joining:

- Copies of certificates along with **originals** in proof of your age, educational qualifications and experience etc. for our verification and necessary records which are **compulsory**.
- Relieving letter from your present employer and proof of last salary drawn, CTC structure letter issued by your present employer, last 3 months' pay slips and 3 months' bank statement duly certified by the bank officials. Acceptance of these documents are subject to scrutiny by us.
- 8 Passport Size color Photographs.
- Copy of your PAN Card and Aadhar Card.

We welcome you to Deccan family and look forward to a long and fruitful association.

With Best Wishes,  
For Deccan Fine Chemicals (India) Pvt. Ltd

  
S.V. Raju  
Vice President – HR & Admn.

Corporate ID No. U24117TG2006PTC050967  
Regd. Office : 8-2-293/82/A/74A, Road No.9, Jubilee Hills, Hyderabad-500 033, Telangana, India.



## VASUDHA PHARMA CHEM LIMITED

Registered Office: 78A, Vengalrao Nagar, Hyderabad-500038, Telangana, INDIA.  
Phone: +91-40-44763666, 23711717 Fax: +91-40-23811576, 447636  
CIN: U24230TG1994PLC019021 Export Status: STAR EXPORTHOUSE  
E-mail: vasudha@vasudhapharma.com Website: www.vasudhapharma.com

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### OFFER LETTER

Date : 05.08.2021

**Bathula Bhavani Siva Sumanth Kumar,**  
S/o. Sri.B.Prakash,  
H.No-13-44-  
Kothapeta,  
Prakasham(D), Andhra Pradesh.

Dear **Bhavani Siva Sumanth Kumar,**

With reference to your application and the subsequent interview you had with us, we have the pleasure in offering you an appointment as "**Graduate Trainee**" in "**TSD**" department in our Organization.

We expect you to join us on or before **12<sup>th</sup> August, 2021** at 09.00 am at our **Unit-V, Plot.No: 24, 24A & 24B APSEZ-Denotified Area, Rambilli (M), Atchutapuram - 531011, Vishakapatnam Dist.** and contact **Mr. Vamsi Krishna Varma Datla, Junior Manager** for induction or otherwise this offer stands cancelled.

This is only an offer letter and a detailed appointment letter will be issued to you at the time of joining. This offer is subject to satisfactory reference checks and medical fitness.

Your monthly remuneration has been discussed with you and agreed by you. The break-up of the salary structure would be provided to you along with the Appointment Letter. At the time of joining, you are requested to bring original & photo copies of all education qualification(s), previous experience certificates, appointment letter / increment letter from the present employer, pay-slips of the last two months, age proof (SSC Marks Statement), Photo I.D. (PAN Card), Address Proof (AADHAR Card) & 6 copies of recent Photos of size 35 x 25 mm (3.5 x 2.5 cm) with white background.

**Kindly bring the medical test reports and medical fitness certificate from competent authority as per the enclosed Annexure at the time of your joining.**

You may have to undergo some additional tests subsequently at the time of joining if required as suggested by our Medical Officer. Kindly note this offer validity is subject to production of certificates in original & proof of working, pay slip etc., along with photo copies as mentioned above at the time of joining.

Please sign and return the duplicate copy of this letter as a token of your acceptance indicating the earliest date of your joining.

With best wishes

For **VASUDHA PHARMA CHEM LIMITED**

  
**Ch.S.R.SARMA**  
Head Corporate(HR&IR)



## COVALENT LABORATORIES PRIVATE LIMITED

CIN : U24230TG2002PTC039606  
AN USFDA & WHO-GMP Certified Company  
Admin. Office : #8-3-677/18, 2nd Floor, S.K.D. Nagar,  
Yellareddy Guda, Hyderabad - 500 073, Telangana, India  
Ph : +91-40-49483333, Fax : +91-40-49483396  
Email : info@covalentlab.com Web : www.covalentlab.com

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Mr. B.B.S.Sumanth Kumar,  
Chirala,  
Andhra Pradesh-523155.

July 22, 2021

Dear B.B.S.Sumanth Kumar,

With reference to the interview you had with us, we are pleased to offer the position of "Tr.Engineer - Solvent Recovery" in our factory situated at Sy. No: 374, Gundla Machnoor (Vill.), Hathnoora (Mandal), Sangareddy (Dist.) on terms and conditions as discussed with you personally and agreed by you during the Interview and you will be paid CTC as discussed accordingly during the negotiations subject to the conditions that you would submit all your original educational qualification certificates for verification and other experience certificates etc. at the time of joining and serve the Bond for a minimum period of 3 years with us and further subject to the condition that the candidate needs to attend the shift duties if required and also your appointment is subject to termination by giving three months notice or by payment of three months salary on either side.

This offer is subject to your Medical fitness (which you are required to undergo pre employment medical examination at MNR Hospital) and further on our understanding that all the details given by you in your Job application form are correct and complete in all respects.

We offer you to join on or before 02.08.2021 and please bring the following documents at the time of Joining in Our Company.

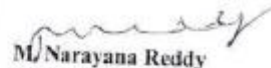
1. Original Qualification certificates
2. Xerox copies of Qualification certificates.
3. Five pass port size photos.
4. Aadhar card of self and all dependent family members ie ; Father, Mother, Spouse, Children and PAN card of self and UAN Number, ESI Number, if any.

Please confirm the receipt of this letter and mail your acceptance besides confirming your likely date of joining.

We welcome you to Covalent Laboratories Pvt. Limited., and look forward to your significant personal and professional growth during your association with us.

Thanking you,

Yours faithfully,  
for Covalent Laboratories Pvt Ltd.,

  
M. Narayana Reddy  
Managing Director



**Deccan Fine Chemicals (India) Private Limited**  
Kesavaram, Venkatanagaram Post, Payakaraopeta Mandal,  
Visakhapatnam District, Andhra Pradesh, 531 127, India  
Tel. +91 8931 204045

Ref: DFC(I)PL/Kesavaram/HR/Offer/2021

Date: 25th Sept, 2021

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To  
Mr. Sakinala Sai,  
S/o Krishna Murthy,  
5-73/2B, Uppada  
East Godavari District, 533448.  
Contact No: 6281857308, Email: saisakinala7337@gmail.com.

Dear Mr. Sai,

**Sub: Offer of Appointment – Reg.**

With reference to your application and the subsequent discussions we had with you, we are pleased to offer you the position of **GET in Production - DCS** Department at our Unit situated at Kesavaram village, Payakaraopeta Mandal, Visakhapatnam District, Andhra Pradesh on the following terms and conditions.

Your remuneration will be as mutually discussed and agreed. Your employment is conditional upon the management being satisfied on any reference and background checks that may be carried out at any time during the term of your employment with the company.

You are required to undergo a pre-employment medical check-up, which is arranged by the company and this offer of appointment is strictly subject to your medical fitness only.

You will be governed by the Rules & Procedures as well as standing orders and policies of the company that are in force at present and the changes take place from time to time.

This employment is terminable by either party by giving Three (3) months' prior notice. The company reserves the right to pay or recover salary in lieu of notice period. Further, 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 un-expired period and is not bound to give any reason thereof.

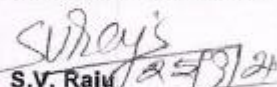
You are advised to join the organization within **20 Days** from the date of issue of this offer. In case you do not join us by the stipulated time, this offer will automatically stands withdrawn / cancelled. Please inform the exact date of joining over phone to HR Department on 8886311229.

You are requested to submit the following documents at the time of your joining:

- Copies of certificates along with **originals** in proof of your age, educational qualifications and experience etc. for our verification and necessary records which are **compulsory**.
- Relieving letter from your present employer and proof of last salary drawn, CTC structure letter issued by your present employer, last 3 months' pay slips and 3 months' bank statement duly certified by the bank officials. Acceptance of these documents are subject to scrutiny by us.
- 8 Passport Size color Photographs.
- Copy of your PAN Card and Aadhar Card.

We welcome you to Deccan family and look forward to a long and fruitful association.

With Best Wishes,  
For Deccan Fine Chemicals (India) Pvt. Ltd

  
S.V. Raju  
Vice President – HR & Admn.





## COVALENT LABORATORIES PRIVATE LIMITED

CIN : U24230TG2002PTC039606  
AN USFDA & WHO-GMP Certified Company  
Admin. Office : #8-3-677/18, 2nd Floor, S.K.D. Nagar,  
Yellareddy Guda, Hyderabad - 500 073. Telangana, India  
Ph : +91-40-49483333, Fax : +91-40-49483396  
Email : info@covalentlab.com Web : www.covalentlab.com

Mr. Sakinala Sai,  
H NO:5-73/2B,  
Mummidi vari padu,  
Uppada,  
Kothapalli  
Andhra Pradesh.

July 22 , 2021

Dear Sakinala Sai,

With reference to the interview you had with us, we are pleased to offer the position of "Tr.Engineer - Solvent Recovery" in our factory situated at Sy. No: 374, Gundla Machnoor (Vill), Hathnoora (Mandal), Sangareddy (Dist.) on terms and conditions as discussed with you personally and agreed by you during the interview and you will be paid CTC as discussed accordingly during the negotiations subject to the conditions that you would submit all your original educational qualification certificates for verification and other experience certificates etc. at the time of joining and serve the Bond for a minimum period of 3 years with us and further subject to the condition that the candidate needs to attend the shift duties if required and also your appointment is subject to termination by giving three months notice or by payment of three months salary on either side.

This offer is subject to your Medical fitness (which you are required to undergo pre employment medical examination at MNR Hospital) and further on our understanding that all the details given by you in your Job application form are correct and complete in all respects.

We offer you to join on or before 02.08.2021 and please bring the following documents at the time of joining in Our Company.


1. Original Qualification certificates
2. Xerox copies of Qualification certificates.
3. Five pass port size photos.
4. Aadhar card of self and all dependent family members ie ; Father, Mother, Spouse, Children and PAN card of self and UAN Number, ESI Number, if any.

Please confirm the receipt of this letter and mail your acceptance besides confirming your likely date of joining.

We welcome you to Covalent Laboratories Pvt. Limited., and look forward to your significant personal and professional growth during your association with us.

Thanking you,

Yours faithfully,  
for Covalent Laboratories Pvt. Ltd.,

  
M. Narayana Reddy  
Managing Director



Mr Baditaboyina Arun Kumar

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Dt: 03/07/2021

Sub: Offer Letter for Job/ assignment as Jr Engineer

This refers to a written application of yours and the subsequent interviews you had with us. We are please to inform you that your candidature has been considered to carry out work connected with the establishments of our client M/s Hetero Labs Limited -III as Jr Engineer in TSD department at Nakkapally, Visakhapatnam district.

The terms and conditions of your association with us shall be as under:

1. You shall be engaged to carry out the work in connection with the establishment of our client. You shall report us on 1<sup>st</sup> July 2021 and thereafter shall report us everyday for getting the understanding of the work to be carried which is to be in connection with the establishments of our clients.
2. We may direct you to work at different establishments of our different clients. There shall not be a fixed place of work for you or you shall be posted anywhere depending on the requirement of our clients.
3. You shall abide by the Contract Labour (regulation and Abolition) Act and the rules made thereunder.
4. During the currency of this contract with us, your work shall be supervised and controlled by us and you shall not establish any direct relationship in terms of the employment with our clients.
5. The association of yours with us can be terminated by us or you with or without tendering any reason well before the stipulated date of the automatic expiry as specified here in above.
6. Your association with us is subject to your fitness certified by the Registered Medical Officer (RMO).

In case, you are willing to accept the above mentioned terms & conditions, you may sign the duplicate copy of this letter as a token of acceptance of the temporary work.

You are requested to bring the Documents at the time of Joining:

1. Original certificates of Educational qualification certificates.
2. One set of photo copies of your education qualification certificates
3. Previous employment record (Original & Photo copy)
4. Aadhar card, PAN card, Voter ID card etc.
5. Bank Account details with photo copy.
6. 12 no recent pass port size photographs.
7. All Medical reports
8. 100 rupees non judicial stamp paper.

If your fail to report to duty on or before dt. 23rd July 2021 the offer stands withdrawn automatically.

For Zenex Facility Management.

  
Authorized Signatory  
03/07/2021

Acknowledgement:

I, \_\_\_\_\_ S/o \_\_\_\_\_, residing  
at \_\_\_\_\_  
\_\_\_\_\_

Have accepted the terms and conditions stipulated as above.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_





**Deccan Fine Chemicals (India) Private Limited**  
Kesavaram, Venkatanagaram Post, Payakaraopeta Mandal,  
Visakhapatnam District, Andhra Pradesh, 531 127, India  
Tel. +91 8931 204045

Ref: DFC(I)PL/Kesavaram/HR/Offer/2021

Date: 25th Sept, 2021

To  
Mr. Seerapu Dilip,  
S/o Appanna,  
10-4-39/6, Samalkota  
East Godavari District, 533440.  
Contact No: 7729874858, Email: seerapudilip1998@gmail.com.

Dear Mr. Dilip,

**Sub: Offer of Appointment – Reg.**

With reference to your application and the subsequent discussions we had with you, we are pleased to offer you the position of GET in **Production - DCS** Department at our Unit situated at Kesavaram village, Payakaraopeta Mandal, Visakhapatnam District, Andhra Pradesh on the following terms and conditions.

Your remuneration will be as mutually discussed and agreed. Your employment is conditional upon the management being satisfied on any reference and background checks that may be carried out at any time during the term of your employment with the company.

You are required to undergo a pre-employment medical check-up, which is arranged by the company and this offer of appointment is strictly subject to your medical fitness only.

You will be governed by the Rules & Procedures as well as standing orders and policies of the company that are in force at present and the changes take place from time to time.

This employment is terminable by either party by giving Three (3) months' prior notice. The company reserves the right to pay or recover salary in lieu of notice period. Further, 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 un-expired period and is not bound to give any reason thereof.

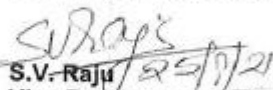
You are advised to join the organization within **20 Days** from the date of issue of this offer. In case you do not join us by the stipulated time, this offer will automatically stands withdrawn / cancelled. Please inform the exact date of joining over phone to HR Department on 8886311229.

You are requested to submit the following documents at the time of your joining:

- Copies of certificates along with **originals** in proof of your age, educational qualifications and experience etc. for our verification and necessary records which are **compulsory**.
- Relieving letter from your present employer and proof of last salary drawn, CTC structure letter issued by your present employer, last 3 months' pay slips and 3 months' bank statement duly certified by the bank officials. Acceptance of these documents are subject to scrutiny by us.
- 8 Passport Size color Photographs.
- Copy of your PAN Card and Aadhar Card.

We welcome you to Deccan family and look forward to a long and fruitful association.

With Best Wishes,  
For Deccan Fine Chemicals (India) Pvt. Ltd

  
S.V. Raju  
Vice President - HR & Admn.





Mr/Ms. Dilip Seerapu

30  
Dt: 23/06/2021

Sub: Offer Letter for Job/ assignment as Jr Engineer

This refers to a written application of yours and the subsequent interviews you had with us. We are please to inform you that your candidature has been considered to carry out work connected with the establishments of our client M/s Hetero Labs Limited (SEZ) as Jr Engineer in TSD department at Nakkapally, Visakhapatnam district.

The terms and conditions of your association with us shall be as under:

1. You shall be engaged to carry out the work in connection with the establishment of our client. You shall report us on 22nd July 2021 and thereafter shall report us everyday for getting the understanding of the work to be carried which is to be in connection with the establishments of our clients.
2. We may direct you to work at different establishments of our different clients. There shall not be a fixed place of work for you or you shall be posted anywhere depending on the requirement of our clients.
3. You shall abide by the Contract Labour (regulation and Abolition) Act and the rules made thereunder.
4. During the currency of this contract with us, your work shall be supervised and controlled by us and you shall not establish any direct relationship in terms of the employment with our clients.
5. The association of yours with us can be terminated by us or you with or without tendering any reason well before the stipulated date of the automatic expiry as specified here in above.
6. Your association with us is subject to your fitness certified by the Registered Medical Officer (RMO).

In case, you are willing to accept the above mentioned terms & conditions, you may sign the duplicate copy of this letter as a token of acceptance of the temporary work.

You are requested to bring the Documents at the time of joining:

1. Original certificates of Educational qualification certificates.
2. One set of photo copies of your education qualification certificates
3. Previous employment record (Original & Photo copy)
4. Aadhar card, PAN card, Voter ID card etc..
5. Bank Account details with photo copy.
6. 12 no recent pass port size photographs.
7. All Medical reports
8. 100 rupees non judicial stamp paper.

If your fail to report to duty on or before dt. 22<sup>nd</sup> July 2021 the offer stands withdrawn automatically.

For Zenex Facility Management.

  
Authorized Signatory  
23/06/2021

Acknowledgement:

I, \_\_\_\_\_ S/o \_\_\_\_\_, residing  
at \_\_\_\_\_

Have accepted the terms and conditions stipulated as above.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_



**Deccan Fine Chemicals (India) Private Limited**  
Kesavaram, Venkatanagaram Post, Payakaraopeta Mandal,  
Visakhapatnam District, Andhra Pradesh, 531 127, India  
Tel. +91 8931 204045

Ref: DFC(I)PL/Kesavaram/HR/Offer/2021

Date: 25th Sept, 2021

To  
Mr. Sanipini Sai Krishna,  
S/o Satyanarayan Prasad,  
12-6-178/2, Samalkota  
East Godavari District, 533440.  
Contact No: 9110306946, Email: saikrishnasanipini@gmail.com.

(2)

Dear Mr. Sai Krishna,

**Sub: Offer of Appointment – Reg.**

With reference to your application and the subsequent discussions we had with you, we are pleased to offer you the position of GET in Production - DCS Department at our Unit situated at Kesavaram village, Payakaraopeta Mandal, Visakhapatnam District, Andhra Pradesh on the following terms and conditions.

Your remuneration will be as mutually discussed and agreed. Your employment is conditional upon the management being satisfied on any reference and background checks that may be carried out at any time during the term of your employment with the company.

You are required to undergo a pre-employment medical check-up, which is arranged by the company and this offer of appointment is strictly subject to your medical fitness only.

You will be governed by the Rules & Procedures as well as standing orders and policies of the company that are in force at present and the changes take place from time to time.

This employment is terminable by either party by giving Three (3) months' prior notice. The company reserves the right to pay or recover salary in lieu of notice period. Further, 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 un-expired period and is not bound to give any reason thereof.


You are advised to join the organization within 20 Days from the date of issue of this offer. In case you do not join us by the stipulated time, this offer will automatically stand withdrawn / cancelled. Please inform the exact date of joining over phone to HR Department on 8886311229.

You are requested to submit the following documents at the time of your joining:

- Copies of certificates along with **originals** in proof of your age, educational qualifications and experience etc. for our verification and necessary records which are **compulsory**.
- Relieving letter from your present employer and proof of last salary drawn, CTC structure letter issued by your present employer, last 3 months' pay slips and 3 months' bank statement duly certified by the bank officials. Acceptance of these documents are subject to scrutiny by us.
- 8 Passport Size color Photographs.
- Copy of your PAN Card and Aadhar Card.

We welcome you to Deccan family and look forward to a long and fruitful association.

With Best Wishes,  
For Deccan Fine Chemicals (India) Pvt. Ltd

  
S.V. Raju  
Vice President – HR & Admn.





(31)

Mr/Ms Sai Krishna Sanipini

DE: 23/06/2021

Sub: Offer Letter for Job/ assignment as Jr Engineer

This refers to a written application of yours and the subsequent interviews you had with us. We are please to inform you that your candidature has been considered to carry out work connected with the establishments of our client M/s Hebero Labs Limited (SLZ) as Jr Engineer in TSD department at Nakkapally, Visakhapatnam district.

The terms and conditions of your association with us shall be as under:

1. You shall be engaged to carry out the work in connection with the establishment of our client. You shall report us on 22<sup>nd</sup> July 2021 and thereafter shall report us everyday for getting the understanding of the work to be carried which is to be in connection with the establishments of our clients.
2. We may direct you to work at different establishments of our different clients. There shall not be a fixed place of work for you or you shall be posted anywhere depending on the requirement of our clients.
3. You shall abide by the Contract Labour (regulation and Abolition) Act and the rules made thereunder.
4. During the currency of this contract with us, your work shall be supervised and controlled by us and you shall not establish any direct relationship in terms of the employment with our clients.
5. The association of yours with us can be terminated by us or you with or without tendering any reason well before the stipulated date of the automatic expiry as specified here in above.
6. Your association with us is subject to your fitness certified by the Registered Medical Officer (RMO).



In case, you are willing to accept the above mentioned terms & conditions, you may sign the duplicate copy of this letter as a token of acceptance of the temporary work.

You are requested to bring the Documents at the time of Joining:

1. Original certificates of Educational qualification certificates.
2. One set of photo copies of your education qualification certificates
3. Previous employment record (Original & Photo copy)
4. Aadhar card, PAN card, Voter ID card etc..
5. Bank Account details with photo copy.
6. 12 no recent pass port size photographs.
7. All Medical reports
8. 100 rupees non judicial stamp paper.

If your fail to report to duty on or before dt. 22nd July 2021 the offer stands withdrawn automatically.

For Zenex Facility Management.



*H. Dhanu Sai*  
Authorized Signatory  
23/06/21

Acknowledgement:

I, \_\_\_\_\_ S/o \_\_\_\_\_, residing  
at \_\_\_\_\_  
\_\_\_\_\_

Have accepted the terms and conditions stipulated as above.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_



**Deccan Fine Chemicals (India) Private Limited**  
Kesavaram, Venkatanagarani Post, Payakaraopeta Mandal,  
Visakhapatnam District, Andhra Pradesh, 531 127, India  
Tel. +91 8931 204045

Ref: DFC(I)PL/Kesavaram/HR/Offer/2021

Date: 25th Sept, 2021

To  
Mr. Cheepurupilli Ayyappa,  
S/o Somunaidu,  
D.No.05-7, Parawada  
Visakhapatnam District, 531021.  
Contact No: 8688061729, Email: ayyappa0050@gmail.com.

(32)

Dear Mr. Ayyappa,

**Sub: Offer of Appointment – Reg.**

With reference to your application and the subsequent discussions we had with you, we are pleased to offer you the position of **GET in Production - DCS** Department at our Unit situated at Kesavaram village, Payakaraopeta Mandal, Visakhapatnam District, Andhra Pradesh on the following terms and conditions.

Your remuneration will be as mutually discussed and agreed. Your employment is conditional upon the management being satisfied on any reference and background checks that may be carried out at any time during the term of your employment with the company.

You are required to undergo a pre-employment medical check-up, which is arranged by the company and this offer of appointment is strictly subject to your medical fitness only.

You will be governed by the Rules & Procedures as well as standing orders and policies of the company that are in force at present and the changes take place from time to time.

This employment is terminable by either party by giving Three (3) months' prior notice. The company reserves the right to pay or recover salary in lieu of notice period. Further, 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 un-expired period and is not bound to give any reason thereof.


You are advised to join the organization within **20 Days** from the date of issue of this offer. In case you do not join us by the stipulated time, this offer will automatically stands withdrawn / cancelled. Please inform the exact date of joining over phone to HR Department on 8886311229.

You are requested to submit the following documents at the time of your joining:

- Copies of certificates along with **originals** in proof of your age, educational qualifications and experience etc. for our verification and necessary records which are **compulsory**.
- Relieving letter from your present employer and proof of last salary drawn, CTC structure letter issued by your present employer, last 3 months' pay slips and 3 months' bank statement duly certified by the bank officials. Acceptance of these documents are subject to scrutiny by us.
- 8 Passport Size color Photographs.
- Copy of your PAN Card and Aadhar Card.

We welcome you to Deccan family and look forward to a long and fruitful association.

With Best Wishes,  
**For Deccan Fine Chemicals (India) Pvt. Ltd**

  
S.V. Raju  
Vice President – HR & Admn.

22

## COVALENT LABORATORIES PRIVATE LIMITED

CIN : U24230TG2002PTC039606

AN USFDA & WHO-GMP Certified Company

Admin. Office : #8-3-677/18, 2nd Floor, S.K.D. Nagar,

Yellareddy Guda, Hyderabad - 500 073, Telangana, India

Ph : +91-40-49483333, Fax : +91-40-49483396

Email : info@covalentlab.com Web : www.covalentlab.com

Mr. Cheepurupalli Ayyappa,  
H NO:5-7,  
Thanam(V&PO),  
Parawada(M),  
Visakhapatnam(D),  
AndhraPradesh-531021.

July 22 , 2021

Dear Cheepurupalli Ayyappa,

With reference to the interview you had with us, we are pleased to offer the position of "Tr.Engineer - Solvent Recovery" in our factory situated at Sy. No: 374, Gundla Machnoor (Vill), Hathnoora (Mandal), Sangareddy (Dist.) on terms and conditions as discussed with you personally and agreed by you during the Interview and you will be paid CTC as discussed accordingly during the negotiations subject to the conditions that you would submit all your original educational qualification certificates for verification and other experience certificates etc.. at the time of joining and serve the Bond for a minimum period of 3 years with us and further subject to the condition that the candidate needs to attend the shift duties if required and also your appointment is subject to termination by giving three months notice or by payment of three months salary on either side.

This offer is subject to you - Medical fitness (which you are required to undergo pre employment medical examination at MNR Hospital) and further on our understanding that all the details given by you in your Job application form are correct and complete in all respects.

We offer you to join on or before 02.08.2021 and please bring the following documents at the time of Joining in Our Company.

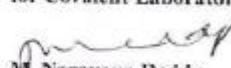
1. Original Qualification certificates
2. Xerox copies of Qualification certificates.
3. Five pass port size photos.
4. Aadhar card of self and all dependent family members ie ; Father, Mother, Spouse, Children and PAN card of self and UAN Number, ESI Number, if any.

Please confirm the receipt of this letter and mail your acceptance besides confirming your likely date of joining.

We welcome you to Covalent Laboratories Pvt. Limited., and look forward to your significant personal and professional growth during your association with us.

Thanking you,

Yours faithfully,  
for Covalent Laboratories Pvt. Ltd.,

  
M. Narayana Reddy  
Managing Director





**Deccan Fine Chemicals (India) Private Limited**  
Kesavaram, Venkatanagaram Post, Payakaraopeta Mandal,  
Visakhapatnam District, Andhra Pradesh, 531 127, India  
Tel. +91 8931 204045

Ref: DFC(I)PL/Kesavaram/HR/Offer/2021

Date: 25th Sept, 2021

To  
Mr.Gollapalli Manikyam,  
S/o Rambabu,  
4-271, Gollaprolu  
East Godavari District, 533449.  
Contact No: 8187839365, Email: manikyamgollapalli1947@gmail.com.

33

Dear Mr. Manikyam,

**Sub: Offer of Appointment – Reg.**

With reference to your application and the subsequent discussions we had with you, we are pleased to offer you the position of **GET in Production - DCS** Department at our Unit situated at Kesavaram village, Payakaraopeta Mandal, Visakhapatnam District, Andhra Pradesh on the following terms and conditions.

Your remuneration will be as mutually discussed and agreed. Your employment is conditional upon the management being satisfied on any reference and background checks that may be carried out at any time during the term of your employment with the company.

You are required to undergo a pre-employment medical check-up, which is arranged by the company and this offer of appointment is strictly subject to your medical fitness only.

You will be governed by the Rules & Procedures as well as standing orders and policies of the company that are in force at present and the changes take place from time to time.

This employment is terminable by either party by giving Three (3) months' prior notice. The company reserves the right to pay or recover salary in lieu of notice period. Further, 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 un-expired period and is not bound to give any reason thereof.

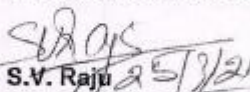
You are advised to join the organization within **20 Days** from the date of issue of this offer. In case you do not join us by the stipulated time, this offer will automatically stands withdrawn / cancelled. Please inform the exact date of joining over phone to HR Department on 8886311229.

You are requested to submit the following documents at the time of your joining:

- Copies of certificates along with **originals** in proof of your age, educational qualifications and experience etc. for our verification and necessary records which are **compulsory**.
- Relieving letter from your present employer and proof of last salary drawn, CTC structure letter issued by your present employer, last 3 months' pay slips and 3 months' bank statement duly certified by the bank officials. Acceptance of these documents are subject to scrutiny by us.
- 8 Passport Size color Photographs.
- Copy of your PAN Card and Aadhar Card.

We welcome you to Deccan family and look forward to a long and fruitful association.

With Best Wishes,  
**For Deccan Fine Chemicals (India) Pvt. Ltd**

  
**S.V. Raju**  
Vice President – HR & Admn.



33

## COVALENT LABORATORIES PRIVATE LIMITED

CIN : U24230TG2002PTC039606

AN USFDA & WHO-GMP Certified Company

Admin. Office : #8-3-677/18, 2nd Floor, S.K.D. Nagar,

Yellareddy G. da, Hyderabad - 500 073, Telangana, India

Ph : +91-40-49483333, Fax : +91-40-49483396

Email : info@ccoalentlab.com Web : www.ccoalentlab.com

Mr. G.Manikyam,  
H.No: 4-271,  
Near Viswa Bharathi high school,  
Durgada,  
Gollaprolu(M),  
East Godavari,  
Andhra Pradesh-533449.

July 22 , 2021

Dear G.Manikyam,

With reference to the interview you had with us, we are pleased to offer the position of "Tr.Engineer - Solvent Recovery" in our factory situated at Sy. No: 374, Gundla Machnoor (Vill), Hathnoora (Mandal), Sangareddy (Dist.) on terms and conditions as discussed with you personally and agreed by you during the Interview and you will be paid CTC as discussed accordingly during the negotiations subject to the conditions that you would submit all your original educational qualification certificates for verification and other experience certificates etc. at the time of joining and serve the Bond for a minimum period of 3 years with us and further subject to the condition that the candidate needs to attend the shift duties if required and also your appointment is subject to termination by giving three months notice or by payment of three months salary on either side.

This offer is subject to your Medical fitness (which you are required to undergo pre employment medical examination at MNR Hospital) and further on our understanding that all the details given by you in your Job application form are correct and complete in all respects.

We offer you to join on or before 02.08.2021 and please bring the following documents at the time of Joining in Our Company.

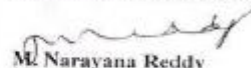
1. Original Qualification certificates
2. Xerox copies of Qualification certificates.
3. Five pass port size photos.
4. Aadhar card of self and all dependent family members ie ; Father, Mother, Spouse, Children and PAN card of self and UAN Number, ESI Number, if any.

Please confirm the receipt of this letter and mail your acceptance besides confirming your likely date of joining.

We welcome you to Covalent Laboratories Pvt. Limited., and look forward to your significant personal and professional growth during your association with us.

Thanking you,

Yours faithfully,  
for Covalent Laboratories Pvt. Ltd.,

  
Mr. Narayana Reddy  
Managing Director



1

Ref: TCSL/DT20222091343/1832203/Lucknow  
Date: 20 April 2022

MS. JYOTHSNA ALLADA  
Nad Kotha Road ,D.No-58-24-44/1 Jai Prakash Nagar,  
Bhashyam School, VISAKHAPATNAM,  
ANDHRA PRADESH-530027.

**Sub: Joining Letter**

Dear Ms. Jyothsna Allada,

We would like to take this opportunity to extend you a very warm welcome to TATA Consultancy Services Limited (TCSL) family.

We are pleased to inform you that your joining date at TCSL will be **19th May 2022** , your joining location is **Hyderabad** and work location is **Hyderabad** . This has been provided considering your preference and business requirements.

TCS Onboarding Team will reach out to you over email in the next few days to guide you further on the onboarding process and steps to be taken to prepare yourself for onboarding.

Congratulations on completing the first phase of your learning through TCS Xplore Program. We appreciate your passion towards learning which has helped you to perform well. You are now set to experience learning through our coveted TCS Xperience Program.

Private and Confidential

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Ltd

Peepul Park, Technopark Campus, Karivattom P.O., Thiruvananthapuram - 695 581, Kerala, India  
Telephone : +91 471 6629400, Fax: +91 471 6629499, Website : www.tcs.com  
Registered Office : Nirmal Building, 9th Floor, Nariman Point, Mumbai - 400 021  
Corporate Identification Number (CIN): L22210MH1995PLC084781

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### **TCS Xperience Program**

Learning is a way of life at TCSL. The TCS Xperience Program will open a world of opportunities and help you to scale greater heights in your professional life.

The program is carefully designed to develop software engineering skills, nurture professionalism and inculcate a process mindset. This program provides the perfect platform to polish the skills you have gained through the TCS Xplore program, making you 'project ready'.

The duration of your TCS Xperience Program is based on your performance in TCS Xplore program and business requirements.

The program has regular assessments based on pre-defined learning objectives. You are expected to meet the required standards during the TCS Xperience Program. In case, the performance does not meet the expectations, the management reserves the right to either extend your program or take appropriate action.

As communicated through various forums during the recruitment process, your appointment is subject to completion of your final academic (UG/PG) course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines. You must also fulfill all the TCS eligibility criteria as stated in the Offer letter.

Kindly confirm your acceptance of this program by clicking on the 'I Accept' button in Nextstep portal. We encourage you to join us on the specified date to enjoy the benefit of timely processing and avail better opportunities.

Private and Confidential

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#### **TATA CONSULTANCY SERVICES**

Tata Consultancy Services Ltd

Peepul Park, Technopark Campus, Kariyavattom P.O., Thiruvananthapuram - 695 581, Kerala, India  
Telephone : +91 471 6629400, Fax : +91 471 6629499, Website : www.tcs.com  
Registered Office : Nirmal Building, 9th Floor, Nariman Point, Mumbai - 400 021  
Corporate Identification Number (CIN): L22210MH1995PLCO84781



We look forward to you joining us on an enriching career with TCSL. Together, let us take this organization to greater heights!

Gear up to experience the future!!

Warm regards,

**Janardhan S**  
**Global Head - Talent Development**  
**TCS Human Resources**



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

Private and Confidential

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Ltd

Peepul Park, Technopark Campus, Kariyattom P.O., Thiruvananthapuram - 695 581, Kerala, India  
Telephone : +91 471 6629400, Fax: +91 471 6629499, Website : www.tcs.com  
Registered Office : Nirmal Building, 9th Floor, Nariman Point, Mumbai - 400 021  
Corporate Identification Number (CIN): L22210MH1995PLC084781

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2

17 May 2021

**Ms. Bhimini Balayamini,**  
Hyderabad.

**Sub: Provisional Offer letter for Full Time Employment**  
**Ref: VSIPL/HR/SD/12/2021-22**

Dear **Ms. Bhimini Balayamini,**

Further to your Interview, we are pleased to offer you the position of **Structural Engineer** on contract bases with **Veritis Solutions India Private Ltd.** A detailed letter of appointment letter will be issued to you on the day of your joining. Your place of posting will be in **Morrison Hershfield, Visakhapatnam** (Client Location) and date of joining will be on **24<sup>th</sup> May, 2021.**

Please find the below mentioned Salary Breakup:

CTC	2,70,000
Gross Salary (Per month)	22,500
Basic Pay	11,250
HRA	4,500
Medical Allowance	1,250
Conveyance Allowance	1,600
Other Allowance	3,900
<b>DEDUCTIONS</b>	
PF	1,350
PT	200
NET SALARY	20,950

IT will be deducted as per GOI norms.

**Background check:** If any declaration given or information furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information, in such cases you will be liable to removal from services without any notice. You will be on **probation for a period of six (6) months** from the date of joining. We request you to confirm your acceptance of the offer via e-mail and look forward to your joining the Veritis team.

Please contact the undersigned for any questions or clarifications.

Sincerely,

For **Veritis Solutions India Pvt. Ltd.**

**Sreelatha Ayyagari,**

**Manager - HR**

---

**Veritis Solutions India Private Limited**

Plot No 24, 4th & 5th Floors, Naga Towers, Jubilee Enclave, Madhapur  
Hyderabad - 500 081, India.



**APPOINTMENT LETTER**

July' 13<sup>th</sup>, 2021  
Mr. Biradha lohit  
Town Kotha Road,  
Visakhapatnam,  
A.P.

Mobile: +91 8519900383

Dear Biradha lohit,

**Sub: Appointment for the post of "Asst. Design Engineer".**

With reference to the interview dt . 13.07.2021 and the subsequent discussions we had with you, we are pleased to appoint you for the position of "Asst. Design Engineer" in Civil Division of our company to be based at grade L2-G3.

You shall be issued the formal appointment letter on the guidelines mutually discussed and agreed between us, on your joining in our organization.

Your appointment is subject to your written acceptance and verification of original Certificates. You are requested to join on 09.08.2021.

Kindly sign and return the duplicate copy of this letter in token of your acceptance.

Thanking you

Yours truly,

For DESIGN TRIBE INDIA PVT LTD.

R. Sridevi

HR

**DESIGN TRIBE (INDIA) PVT. LTD.**

"Raja Praasadamu", Plot No. 6, 6A, 6B, 3rd Floor, Wing No. 1, Masjid Banda,  
Botanical Garden Road, Kondapur, Hyderabad - 500 084, Telangana, India  
Fax: 040 - 47299989, Phone: +91 40 47299900 / 01,  
Web: www.designtribeindia.com, Cell: +91 9440049611  
E-mail: designtribe@designtribeindia.com CIN: U74210TG2006PTC050902



B. Lohit

01/08/21

Phno: 8519900383





Aug' 09, 2021

Mr. B. Lohit  
D.No: 22-103-2, tummala palli Street,  
Town Kotha Road,  
Dist: Visakhapatnam  
A.P - 530001  
Mob: 8519900383

Dear Mr. Lohit,

With reference to your interview and the subsequent discussions, the management is pleased to appoint you as "Asst. Design Engineer" (Civil Division) at level L2 and grade G3 (L2-G3). The following is the package being offered to you.

Basic	:	₹ 5100
HRA	:	₹ 3060
Grade allowance	:	₹ 2040
Conveyance	:	₹ 2500
Domiciliary Medical Expenses	:	₹ 1500
Telephone Allowance	:	₹ 800
Dress Allowance	:	₹ 1200
Wash Allowance	:	₹ 800
<b>Total Gross</b>	:	<b>₹ 17,000</b>

PF - 1576  
GRA - 255  
BONUS - 424

Monthly Gross with Annual Benefits: ₹ 19256

You shall be entitled for the above telephone allowance, provided the proof of document is produced that the cell phone is registered on your name or your residence land line on your name / parents name.

You are advised to follow the following guidelines as a part of your employment in the organization.

Consulting Engineers & Architects

### DESIGN TRIBE (INDIA) PVT. LTD.

"Raja Praasadamu", Plot No. 6, 6A, 6B, 3rd Floor, Wing No. 1, Masjid Banda,  
Botanical Garden Road, Kondapur, Hyderabad - 500 084, Telangana, India.  
Fax: 040 - 47299989, Phone: +91 40 47299900 / 01,  
Web: www.designtribeindia.com, Cell: +91 9440049611  
E-mail: designtribe@designtribeindia.com CIN: U74210TG2006PTC050902

**Infosys**  
Navigate your next  
March 11, 2022

4

HRD/1002861899/21-22

Mr. Bodasingi Praneeth  
Shanthi Nagar I , Archtutapuram,  
Pathapatnam,  
Srikakulam district-532213  
India

Ph: +91-9515260911

Dear Bodasingi,

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:

#### Definition

The following terms shall have the following meanings for the purpose of this Offer of Employment ("Offer Letter" hereinafter).

"Affiliates" means any entity that controls, is controlled by, or is under common control with the Company.

"Company" refers to Infosys Limited.

"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" shall mean and include all the training that shall be imparted to you on joining the Company.

#### Joining

Your scheduled date of joining the employment of the Company will be **04-Apr-2022**.

#### Location

Your location for employment is **MYSORE, India**.

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 Letter, hereby give your irrevocable consent to the above.



HRD/3T/1002861899/21-22

Mr. Bodasingi Praneeth  
Shanthy Nagar 1 , Atchutapuram,  
Pathapatnam,  
Srikakulam district-532213  
India

Ph: +91-9515260911

Dear Bodasingi,

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: 2022.03.11 16:00:00 IST  
Reason: Digitally Signed  
Location: Bangalore

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

**ANNEXURE - I**  
(Compensation during the first six months from the Date of Joining)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Mr. Bodasingi Praneeth			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
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
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
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
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>TOTAL GROSS SALARY</b>				<b>25,000</b>
<b>OTHER BENEFITS</b>				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
<b>SALARY LOAN</b> (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				



**ANNEXURE - II**  
(Compensation post successful completion of six months)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Mr. Bodasingi Praneeth			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
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
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
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
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>4. INCENTIVE COMPONENTS</b>				
		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
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>				<b>26,250</b>
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)</b>				<b>27,500</b>
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>				<b>30,000</b>
<b>OTHER BENEFITS</b>				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
<b>SALARY LOAN</b> (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.				



Aug' 09, 2021

Mr. B. Kiran  
D.No: 6-39/A, Sontyam,  
Anandapuram Madalam,  
Dist: Visakhapatnam  
A.P - 531173  
Mob: 9106990016

Dear Mr. Kiran,

With reference to your interview and the subsequent discussions, the management is pleased to appoint you as "Asst. Design Engineer" (Civil Division) at level L2 and grade G3 (L2-G3). The following is the package being offered to you.

Basic	:	₹ 5100
HRA	:	₹ 3060
Grade allowance	:	₹ 2040
Conveyance	:	₹ 2500
Domiciliary Medical Expenses	:	₹ 1500
Telephone Allowance	:	₹ 800
Dress Allowance	:	₹ 1200
Wash Allowance	:	₹ 800
<b>Total Gross</b>	:	<b>₹ 17,000</b>

PF - 1576  
GRA - 255  
BONUS - 424

Monthly Gross with Annual Benefits: ₹ 19256

You shall be entitled for the above telephone allowance, provided the proof of document is produced that the cell phone is registered on your name or your residence land line on your name / parents name.

You are advised to follow the following guidelines as a part of your employment in the organization.

Consulting Engineers & Architects

## DESIGN TRIBE (INDIA) PVT. LTD.

"Raja Praasadamu", Plot No. 6, 6A, 6B, 3rd Floor, Wing No. 1, Masjid Banda,  
Botanical Garden Road, Kondapur, Hyderabad - 500 084, Telangana, India.  
Fax: 040 - 47299989, Phone: +91 40 47299900 / 01,  
Web: www.designtribeindia.com, Cell: +91 9440049611  
E-mail: designtribe@designtribeindia.com CIN: U7421CTG2006PTC050902





### Offer Letter

Date: December 03, 2021.

Mr. Boddapu Kiran,  
S/O Boddapu Lakshmana,  
G-33/A, Sontyam, Anandapuram,  
Sontyam, Visakhapatnam,  
Andhra Pradesh-531173

Dear Mr. Boddapu Kiran,

It is our pleasure to extend the following employment offer to you with IMEG Engineering (India) Pvt. Ltd. further to your application and subsequent interview you had with us. You are offered the position of Graduate Trainee Engineer\_Revit with effect from 20<sup>th</sup> December, 2021. You will be based at our office/unit at Vizag.

You will be on probation for 6 months. After successful completion of the probation period and further review, your services with the organization may be confirmed and the remuneration would be as per policies of the organization. Regular performance reviews will be done to assess your performance in the company.

You are requested to submit the Photocopies of the Testimonials (identity proof, address proof), qualification documents and certificates, appointment letter, proof of salary, relieving letter from your previous employer and 4 photographs at the time of joining. You will also be required to sign Non-Disclosure Agreement and Non-Solicitation Agreement in favor of the company at the time of joining as per policy of the Company. This was discussed and agreed upon on the day of interview.

Offer stands canceled in case of any deviation found in the information provided by you or if you fail to report to us on or before, 20<sup>th</sup> December, 2021.

Honesty, Loyalty, Trustworthiness, good performance and hard work are the qualities required for an enduring relationship with the company.

With Best Wishes,

Yours faithfully,

For IMEG Engineering (India) Pvt. Ltd.

  
Vijayata Chawla

Associate Director

Offer Accepted

B. Kiran  
09/12/2021

IMEG Engineering (India) Pvt. Ltd.  
18th-531173 Sontyam, Anandapuram, G-33/A, Sontyam

Registered Office:  
40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000.

Branch Office:  
Dr. No. 30, 28, 27, 26, 25, 24, 23, 22, 21, 20, 19, 18, 17, 16, 15, 14, 13, 12, 11, 10, 9, 8, 7, 6, 5, 4, 3, 2, 1, 0, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000.

CIN: U51101AP2008PT0052705



**BOARD OF APPRENTICESHIP TRAINING (SOUTHERN**

(Autonomous Body Under Ministry of Human Resource Development, Department of Higher Education, Government of India)

CIT Campus , Taramani , Chennai - 600113

Phone No: 044 - 22542235 / 22542703 Fax No: 044 - 2254 2292 Email: director@boat-srp.com

Website: <http://www.mhrdnats.gov.in/>

**APPRENTICESHIP CONTRACT REGISTRATION FORM**

6

**APPRENTICE INFORMATION**

Name	Gender	Date of Birth	Age	
Kothalanka Srikar Daniel	Male	20-Jul-2000	22	
Father / Mother Name	Enrolment Number	Caste	PWD	
K Jayanti	SAPG001210600176	OTHERS	NO	
Address for Communication	Mobile Number	Email Address		
4-162 Ajantha park, Gopalpatnam Visakhapatnam, VISAKHAPATNAM ANDHRA PRADESH - 530027	7032150601	srikardaniel@gmail.com		

**EDUCATIONAL QUALIFICATION**

Name of the Institution / College / University	Univ. Regn. Number / DOTE / DTE Regn. Number / +2 Regn.	Month & Year of passing	Educational Qualification
ANI NEERUKONDA INSTITUTE OF TECHNOLOGY AND SCIENCES, BHEEMUNIPATNAM	317126508028	Jun-2021	Graduate - CIVIL ENGINEERING

**TRAINING DETAILS**

Training start date	Period of Training	Stipend Rs. per month	The apprentice would be undergoing training under section 22 (1)
28-Mar-2022	12 Months	25000.0	
Contract Regn. No.	Approved On	Approved By	
SAPCC21001000024	31-Mar-2022	APGofficer	

**NAME AND ADDRESS OF THE EMPLOYER**

HINDUSTAN PETROLEUM CORPORATION LIMITED VISAKH REFINERY - SAPVSC000006  
 VISAKH REFINERY, MALKAPURAM, VISAKHAPATNAM  
 VISAKHAPATNAM, ANDHRA PRADESH - 530011

We, the Employer, Apprentice hereby declare that we have read the contents of the Apprenticeship Contracts as per the Apprenticeship Rules, 1962, as amended from time to time and agree to abide by all the provisions made thereunder. We also declare that all the provisions of the Apprentices Act, 1961, as amended from time to time including those relating to Registration and Termination of Contract are binding on us. However, we declare that the 50% stipendiary reimbursement for this contract shall not be claimed from the Government of India. According to the apprentice, it is inferred, that the apprentice has not undergone apprenticeship training elsewhere or had work. We will impart Apprenticeship training according to the approved training module/programme.

It is requested that the Registration Number may kindly be noted in your records and the claims for the reimbursement of Government share of stipend if any, may please be sent to this office once in a quarter along with Progress Report of the apprentices in the prescribed Form Apprenticeship -3.

**NOTE**

This is system generated ACRF document. Agreeing to the terms and conditions in the workflow is as good as signing of physical contract form on mutual agreement between Student and Establishment. It has all legal binding as per the law if mutual trust is breached.

IP address of Establishment submitting this request: 172.31.3.254 IP address of student accepting this request: NA



**TERMS AND CONDITIONS OF THE CONTRACT OF APPRENTICESHIP FOR GRADUATE AND TECHNICIAN APPRENTICES**

1. The period of training shall be one year (In the case of Sandwich students the period of the training shall be as stipulated in curriculum)
2. It shall not be obligatory on part of the employer to offer any employment to the apprentice on successfully completing the apprenticeship training in their establishment nor shall it be obligatory on part of the apprentice to accept an employment under the employer  
 NOTE: If, however, there is a condition in the contract of apprenticeship that the apprentice shall after the successful completion of training serve the employer, the employer shall, on such completion be bound to offer suitable employment to the apprentice and the apprentice shall be bound to serve the employer in that capacity for such period and for such remuneration as may be specified in the contract subject to the approval of the Central Apprenticeship Adviser.
3. Every apprentice undergoing apprenticeship training in an establishment shall be a trainee and not a worker and as such the provisions of any law with respect to labor shall not apply to or in relation to such apprentice
4. (i) The apprentice shall abide by the rules and regulations of the establishment in all matters of conduct and discipline and safety and carry all lawful order of the employer and superiors in the establishment  
 (ii) The apprentice shall learn his subject field conscientiously and diligently and attend to practical and instructional classes regularly  
 (iii) The apprentice shall maintain a record of his work during the period of apprenticeship training in a proforma approved by the apprenticeship advisor  
 (iv) Where the contract of apprenticeship is terminated for failure on the part of the apprentice of carry out terms of contract, the apprentice shall refund to the employer as cost of training such as amount as may be determined by the apprenticeship advisor. In such event, the apprentice shall not be entitled to enter into another contract of apprenticeship under the act with any other employer  
 (v) The contract of apprentice can be terminated without compensation payable by the apprentice (a) If he/she secures gainful employment (on production of copy of the appointment order) and (b) If he/she is unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of civil surgeon)  
 (vi) For breach of contract by the employer, the employer shall pay compensation to the apprentice an amount equivalent to his three months last drawn stipend  
 (vii) Continuance of payment of stipend shall depend on the satisfactory performance of the apprentice during the period
5. (i) The employer shall make a suitable arrangement in his establishment for imparting a course of apprenticeship training to the apprentice in accordance with the provisions for the Act and Rules made there under and with the approval of the respective Regional Central Apprentices Adviser  
 (ii) Every employer is required to formulate a "Training Programme" for the training of Graduate/Technician apprentices and get it approved by the respective Regional Central Apprentice Adviser  
 (iii) The employer will arrange for suitable person to be placed in charge of training of apprentices as laid down
6. (i) A Graduate/Technician Apprentice shall work according to the normal hours of work of the department in the establishment to which they are attached for training. Leaves for apprentices will be guided by the training establishments leave policy.  
 (ii) The stipend of a particular month shall be paid on or before the 10th of the following month
7. Please preserve copy of the ACRF and Certificate submitted by the candidate for future reference

\* Graduate indicates both Engineering and Non-Engineering



**Infosys**<sup>®</sup>

Navigate your next

March 29, 2022

HRD/3T/1004113165/21-22

Ms. Mortha Sai Lalasa  
54-11-17/3, Flat No-Sf1, Sri Lakshmi Apartment, Veeru Babu Gudi Street  
Isukathota, Near Krishna College  
Visakhapatham-530022  
India

Ph: +91-9494373656

Dear Mortha,

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: 2022.03.29 15:24:05 IST  
Reason: Digitally Signed  
Location: Bangalore

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







HRD/1004113165/21-22

Ms. Mortha Sai Lalasa  
54-11-17/3, Flat No-Sf1, Sri Lakshmi Apartment, Veeru Babu Gudi Street  
Isukathota, Near Krishna College  
Visakhapatham-530022  
India

Ph: +91-9494373656

Dear Mortha,

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:

#### Definition

The following terms shall have the following meanings for the purpose of this Offer of Employment ("Offer Letter" hereinafter).

"Affiliates" means any entity that controls, is controlled by, or is under common control with the Company.

"Company" refers to Infosys Limited.

"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" shall mean and include all the training that shall be imparted to you on joining the Company.

#### Joining

● Our scheduled date of joining the employment of the Company will be **11-Apr-2022**.

#### Location

Your location for employment is **MYSORE, India**.

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 Letter, hereby give your irrevocable consent to the above.



February 01, 2022

Private & Confidential

**Mr. Palakurthi Chinmai**  
**Visakhapatnam, AP**

**Subject: Offer Letter for the position of "Academic Administrator"**

Dear Mr. Chinmai,

Further to your recent interview, we are pleased to confirm the offer of appointment with **Woxsen University** as "**Academic Administrative**" and your date of joining will be on **February 7, 2022**. The offer stands revoked upon failure to join on or before the designated date.

Your place of work will be the Woxsen Campus, located at Kamkole Village, Sadasivpet, Medak District. The cost of food and accommodation (shared) amounted to INR. 1,00,000/- and INR. 1,00,000/- (Subsidized Value) during your stay at Campus will be borne by the institute and additional cost for the stay of your family member, if any will have to be borne by you.

**Working hours:** Your nominal working days are six days a week, with working hours from 9:00 AM to 6:00 PM or as per the policy revisions from time to time.

**Probation:** The first 6 months of your employment will be treated as probationary period. Upon the successful completion of this period, you will be deemed as confirmed unless specifically informed in writing about your probation extension or otherwise. You will be required to give notice of 3 months' notice in writing or payment in lieu of such notice period in the event that you decide to relinquish your role during probation.

You will be required to sign a bond with the Organization for a period of 2 years after the completion of probationary period. Please refer the **Annexure** for the terms and conditions of the employment bond and confidential agreement.

#### **POSITION OVERVIEW**

- Develop innovative strategies and logistics in academic administration functions.
- Coordinate with the various academic departments ensuring quality checks and documentation readiness.
- Respond to and resolve student academic issues at the Bridge.
- Coordinate with teachers in addressing students' affairs.





www.woxsen.edu.in

- Monitor students' academic progress and performances and report it to the VP's Office.
- Supervise and improvise the learning management systems and processes.
- Develop and implement key academic performance metrics.
- Keep abreast of advanced developments in academic issues, methodologies and technologies.
- Maintain the highest standards in academic administration activities and functions.
- To build a vibrant, motivated and engaged student environment by being a catalyst.
- Daily interaction with students and engaging in terms of counselling, on-time support and feedback.
- Correspond with students regarding class schedule and issue study material.
- Mentor students through resolving queries and other problems.
- Maintain records of student enrolments and stock available in the office.
- Building, maintaining rapport and provide feedback & input regarding improvement of student support services with VP office.
- Work closely with internal stakeholders (academics, placement and marketing team) in order to provide best-in-class student support.
- Completely own student support channels by answering their queries with given SLA.
- Any other relevant duties and responsibilities that the school may require you undertake from time to time.
- The above job description may be treated as indicative & not exhaustive since the job profile & responsibilities will evolve in line with the organisation structure from time to time.

**Reporting:** You will be reporting to the "Vice-President's Office" of the organization functionally and administratively

**Remuneration:** Your salary of INR 2,88,000 per annum all-inclusive, pro rata, will be paid monthly into your bank account in arrears by the 5th day of each month

**Leave Entitlements:**

Leave is to be taken in accordance with the Company policy, as amended from time to time

The employee must receive prior written approval to taking any paid or unpaid leave.

**Governing Law:**

Any legal dispute relating your employment with us will be subject to the jurisdiction of the courts of Hyderabad in Telangana.



www.woxsen.edu.in

Kindly confirm that you agree with the terms of this offer of employment by signing within the box below, and returning the duplicate copy to the HR.

If you have any questions regarding the terms of our offer, please let me know as soon as possible.

We are honoured that you have decided to work with us, and hope that you will have a long and successful future with Woxsen University.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Anjushree Durg'.

**Anjushree Durg**  
**Sr. Manager - Human Resources**  
**Woxsen University**

Yes, I have read, understood the terms and conditions and accept the above terms and conditions

My Joining date is \_\_\_\_\_

Signature of the applicant \_\_\_\_\_

Place:

Date:

(9)

Infosys®

Navigate your next

March 29, 2022

HRD/3T/1004113169/21-22

Mr. Pandi Veerababu  
D/No:4-205,Cinema Center,  
Thondangi  
Annaram-533408  
India

Ph: +91-9346140633

Dear Pandi,

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: 2022.03.29 15:57:16 IST  
Reason: Digital Signature  
Location: Bangalore

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





HRD/I004113169/21-22

Mr. Pandi Veerababu  
D/No:4-205,Cinema Center,  
Thondangi  
Annayaram-533408  
India

Ph: +91-9346140633

Dear Pandi,

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:

#### **Definition**

The following terms shall have the following meanings for the purpose of this Offer of Employment ("Offer Letter" hereinafter).

"Affiliates" means any entity that controls, is controlled by, or is under common control with the Company.

"Company" refers to Infosys Limited.

"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" shall mean and include all the training that shall be imparted to you on joining the Company.

#### **Joining**

Your scheduled date of joining the employment of the Company will be **11-Apr-2022**.

#### **Location**

Your location for employment is **MYSORE, India**.

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 Letter, hereby give your irrevocable consent to the above.

FUJITSU CONSULTING INDIA PRIVATE LIMITED

10

FUJITSU

Working together with you.

Offer/Appointment Letter

Offer No: HR/DL/322-  
44243

Date: 21/3/2022

To,  
neeharika turibatta  
6-68,7TH LANE,RAVINDRANAGAR  
OLD DIARY FORM VISAKHARTNAM  
Pin-530040  
India

Dear neeharika turibatta,

We refer to our employment offer letter dated 21/3/2022, we are pleased to offer you an appointment in our organization as **FJ07 - Infrastructure Services**. Your Role will be **Technical Service Trainee**. We strongly believe that the association would be mutually beneficial.

Your annual salary along with the break-up of salary is attached herewith in Annexure-A.

You are required to join on **28/3/2022** and the offer stands withdrawn thereafter, unless the date is extended by us and communicated to you in writing.

In token of your acceptance of this appointment, kindly sign this letter and the employment agreement attached hereto at the bottom of the right corner of each page and return the duplicate copy of the same to the HR department.

The location of your initial reporting & posting would be **Chennai**. However, the location of your posting can be changed to any of our units / departments situated anywhere in India or abroad depending on the business requirements.

You shall be on probation for **12 months** period. Unless communicated otherwise your services will be deemed to be confirmed on completion of the period of probation or any extension thereof as per the terms of your employment agreement and in accordance with the policies of Fujitsu Consulting India Private Limited.

Your employment shall at all times be governed by the employment agreement and the policies of Fujitsu Consulting India Private Limited as amended from time to time.

In case you require any further clarification, please contact HR Department.

We welcome you to Fujitsu consulting India Private Limited, and wish you a rewarding career over the years to come.

For Fujitsu Consulting India Private Limited,

Sumit Sabharwal  
Head- Human Capital Management

I accept the appointment

Name: TURIBATLA NEEHARIKA  
Signature: T Neeharika

Commencement Date: 28-03-2022  
Place: CHENNAI

Employment Agreement

This agreement made effective on **28/3/2022** between

**Fujitsu Consulting India Private Limited**, a company incorporated and existing under the Companies Act, 1956, and having its registered office at A-106 - LCF Dayanand Colony, Lajpat Nagar IV, New Delhi, PIN - 110024, India (hereinafter referred to as the "Company" which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors in interest and assigns) of the **ONE PART**,

AND

neeharika turibatta daughter of Mr. TURIBATLA BHAGAVAN, years 21, Indian National, residing at 6-68,7TH LANE,RAVINDRANAGAR, OLD DIARY FORM,VISAKHARTNAM-530040 India (hereinafter referred to as the "Employee" which expression shall, unless repugnant to the context or meaning thereof, be deemed to mean and include his heirs, executors and administrators) of the **OTHER PART**

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

**RECITALS**

WHEREAS the Company is in the business of software services which encompasses of providing technical consulting, development and professional services, in accordance with the needs of its Clients (as defined hereinafter);

and WHEREAS the Employee desires to be employed by the Company and the Company has made an employment offer ("Appointment Letter") to the Employee and in pursuant thereof desires to employ the Employee on the terms and conditions set forth below;

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Parties hereto agree as follows:

T. Neeharika



I HAVE CAREFULLY READ AND UNDERSTOOD ALL THE TERMS OF THIS AGREEMENT. I CONVEY MY ACCEPTANCE BY SIGNING A COPY OF THIS AGREEMENT AND RETURNING THE SAME TO THE COMPANY.

Name in Full: TORIBATLA NEEHARIKA Place: CHENNAI  
 Signature: T. Neeharika Date: 28-03-2022  
 Address: DOOR NO: 6-08, 3<sup>rd</sup>  
LANE, RAJINDRANAGAR,  
OLD DIARY ROAD, VISA KHAPATNAM (530040)

Encl: Annexure-A (Salary Structure)

**Annexure-A**

neeharika toribatta  
 F.107

With reference to your Appointment Letter, the compensation package would be as mentioned here under.

A. Emoluments	Monthly(Rs.)	Annualized(Rs.)
1. Basic	15000	180000
2. House Rent Allowance	3000	36000
3. Education Allowance	200	2400
4. Other Allowance	4362	48744
5. Bonus	3800	45600
<b>TOTAL 'A'</b>	<b>26062</b>	
<b>B. Flexible Benefit Plan *</b>		
1. Telephone Reimbursement	0	0
2. Leave Travel Allowance	N/A	0
<b>TOTAL 'B'</b>	<b>0</b>	
<b>C. Others</b>		
1. Company Contribution to Provident Fund(PF)	1800	21600
2. TimeStreet Linked Payout	0	0
<b>TOTAL 'C'</b>		<b>334344</b>
Employee Benefit Insurance -	N/A	7000
Gratuity	N/A	5556
<b>TOTAL COST TO COMPANY</b>		<b>350000</b>

\* Flexible Benefits Plan are exempt from tax to the extent of Bills/Proofs produced and as admissible under Tax rules  
 - Employee Benefit Insurance covers a packaged cost of medical, life and personal accident insurance  
 - Gratuity shall be paid as per The Payment of Gratuity Act, 1972

The Monthly portion of the salary will be paid by the 1st banking day of the next month. Taxable components of the Quarterly portion will be paid along with the Payroll for the Quarter-end months (June, Sept, Dec and March) and the Annual portion will be paid with March Payroll.

As part of the Company's prevalent Welfare Policy, each employee is suitably insured. Within 45 days of your employment, the Company would also take an insurance cover for you for life and accident for Rs. 2500000 and a Mediclaim policy for self Rs. 300000. Insurance covers would begin after the Insurance Company accepts and processes all information provided by you after joining. Any subsequent claims will be submitted by the employee to the Insurance Company and will be subject to the terms and conditions of the Insurance Company.  
 The Company provides for Gratuity benefits to all its employees.

For Fujitsu Consulting India Private Limited,  
 Suresh Sabharwal  
 Head- Human Resources

**Declaration:**

I have read and understood all portions of Annexure-A. I accept the same

Employee Signature: T. Neeharika

Date: 28-03-2022

T. Neeharika





**APPOINTMENT LETTER**

July' 13<sup>th</sup>, 2021  
Mr. Ch. Venkata Vivek  
D.No - 5-795, Chilukuri,  
Brundavan Estates,  
Visakhapatnam - 531163.

Mobile: +91 9154143337

Dear Venkata Vivek,

**Sub: Appointment for the post of "Asst. Design Engineer".**

With reference to the interview dt . 13.07.2021 and the subsequent discussions we had with you, we are pleased to appoint you for the position of "Asst. Design Engineer" in Civil Division of our company to be based at grade L2-G3.

You shall be issued the formal appointment letter on the guidelines mutually discussed and agreed between us, on your joining in our organization.

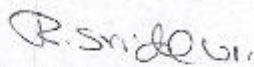
Your appointment is subject to your written acceptance and verification of original Certificates. You are requested to join on 09.08.2021.

Kindly sign and return the duplicate copy of this letter in token of your acceptance.

Thanking you

Yours truly,

For **DESIGN TRIBE INDIA PVT LTD.**

  
**R. Sridevi**

**HR**

**DESIGN TRIBE (INDIA) PVT. LTD.**

"Raja Praasadamu", Plot No. 6, 6A, 6B, 3rd Floor, Wing No. 1, Masjid Banda,  
Botanical Garden Road, Kondapur, Hyderabad - 500 084, Telangana, India.  
Fax: 040 - 47299989, Phone: +91 40 47299900 / 01,  
Web: www.designtribeindia.com, Cell: +91 9440049611  
E-mail: designtribe@designtribeindia.com **CIN: U74210TG2006PTC050902**

APPOINTMENT LETTER



July' 13<sup>th</sup>, 2021  
**Mr. P. Lokesh Bharath**  
Visakhapatnam  
A.P- 531173.

Mobile: +91 7036770511

Dear Lokesh Bharath,

**Sub: Appointment for the post of "Asst. Design Engineer".**

With reference to the interview dt . 13.07.2021 and the subsequent discussions we had with you, we are pleased to appoint you for the position of "Asst. Design Engineer" in Civil Division of our company to be based at grade L2-G3.

You shall be issued the formal appointment letter on the guidelines mutually discussed and agreed between us, on your joining in our organization.

Your appointment is subject to your written acceptance and verification of original Certificates. You are requested to join on 09.08.2021.

Kindly sign and return the duplicate copy of this letter in token of your acceptance.

Thanking you

Yours truly,

**For DESIGN TRIBE INDIA PVT LTD.**

*R. Sridevi*  
**R. Sridevi**

**HR**



**DESIGN TRIBE (INDIA) PVT. LTD.**

"Raja Praasadamu", Plot No. 6, 6A, 6B, 3rd Floor, Wing No. 1, Masjid Banda,  
Botanical Garden Road, Kondapur, Hyderabad - 500 084, Telangana, India.  
Fax: 040 - 47299989, Phone: +91 40 47299900 / 01,  
Web: www.designtribeindia.com, Cell: +91 9440049611  
E-mail: designtribe@designtribeindia.com CIN: U74210TG2006PTC050902





Aug 09, 2021

Mr. P. Lokesh Bharath  
 D.No 8-57, SCBC Colony  
 Chinamushnivada, Pendurthi  
 Dist: Visakhapatnam  
 A.P. - 531173  
 Mob: 7036770511

Dear Mr. Lokesh Bharath,

With reference to your interview and the subsequent discussions, the management is pleased to appoint you as "Asst. Design Engineer" (Civil Division) at level L2 and grade G3 (L2-G3). The following is the package being offered to you.

Basic	₹ 5100
HRA	₹ 3000
Grade Allowance	₹ 2040
Conveyance	₹ 2500
Domiciliary Medical Expenses	₹ 1500
Telephone Allowance	₹ 800
Dress Allowance	₹ 1200
Wash Allowance	₹ 800
<b>Total Gross</b>	<b>₹ 17,000</b>

PF - 1576  
 GRA - 255  
 BONUS - 424

Monthly Gross with Annual Benefits:

₹ 19256

You shall be entitled for the above telephone allowance, provided the proof of document is produced that the cell phone is registered on your name or your residence land line on your name / parents name.

You are advised to follow the following guidelines as a part of your employment in the organization.

Consulting Engineers & Architects

## DESIGN TRIBE (INDIA) PVT. LTD.

"Raja Praasadamu", Plot No. 6, 6A, 6B, 3rd Floor, Wing No. 1, Masjid Banda,  
 Botanical Garden Road, Kondapur, Hyderabad - 500 084, Telangana, India  
 Fax: 040 - 47299989, Phone: +91 40 47299900 / 01,  
 Web: www.designtribeindia.com, Cell: +91 9440049611  
 E-mail: designtribe@designtribeindia.com CIN: U74210TG2006PTC050902

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Aug' 09, 2021

Mr. CH. Rajesh  
D.No: 1-31, Kailasapatnam Village,  
Kotavuratta Mandalam,  
Dist. Visakhapatnam  
A.P - 531085  
Mob: 7095745015

Dear Mr. Rajesh,

With reference to your interview and the subsequent discussions, the management is pleased to appoint you as "Asst. Design Engineer" (Civil Division) at level L2 and grade G3 (L2-G3). The following is the package being offered to you.

Basic	:	₹ 5100
HRA	:	₹ 3060
Grade allowance	:	₹ 2040
Conveyance	:	₹ 2500
Domiciliary Medical Expenses	:	₹ 1500
Telephone Allowance	:	₹ 800
Dress Allowance	:	₹ 1200
Wash Allowance	:	₹ 800
<b>Total Gross</b>	:	<b>₹ 17,000</b>

PF - 1576  
GRA - 255  
BONUS - 424

Monthly Gross with Annual Benefits: ₹ 19256

You shall be entitled for the above telephone allowance, provided the proof of document is produced that the cell phone is registered on your name or your residence land line on your name / parents name.

You are advised to follow the following guidelines as a part of your employment in the organization.

Consulting Engineers & Architects

## DESIGN TRIBE (INDIA) PVT. LTD.

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Botanical Garden Road, Kondapur, Hyderabad - 500 084, Telangana, India.  
Fax: 040 - 47299989, Phone: +91 40 47299900 / 01,  
Web: www.designtribeindia.com, Cell: +91 9440049611  
E-mail: designtribe@designtribeindia.com CIN: U74210TG2006PTC050902



**APPOINTMENT LETTER**

**July' 13<sup>th</sup>, 2021**  
**Mr. Ch. Rajesh**  
D.No - 1-31,  
Kailasapatnam,  
Visakhapatnam - 531085.

Mobile: +91 6304955020

Dear Rajesh,

**Sub: Appointment for the post of "Asst. Design Engineer".**

With reference to the interview dt . 13.07.2021 and the subsequent discussions we had with you, we are pleased to appoint you for the position of "**Asst. Design Engineer**" in Civil Division of our company to be based at grade L2-G3.

You shall be issued the formal appointment letter on the guidelines mutually discussed and agreed between us, on your joining in our organization.

Your appointment is subject to your written acceptance and verification of original Certificates. You are requested to join on 09.08.2021.

Kindly sign and return the duplicate copy of this letter in token of your acceptance.

Thanking you

Yours truly,

**For DESIGN TRIBE INDIA PVT LTD.**

A handwritten signature in black ink that reads "R. Sridevi".

**R. Sridevi**

**HR**

**DESIGN TRIBE (INDIA) PVT. LTD.**

"Raja Prasadamu", Plot No. 6, 6A, 6B, 3rd Floor, Wing No. 1, Masjid Banda,  
Botanical Garden Road, Kondapur, Hyderabad - 500 084, Telangana, India.  
Fax: 040 - 47299989, Phone: +91 40 47299900 / 01,  
Web: www.designtribeindia.com, Cell: +91 9440049611  
E-mail: designtribe@designtribeindia.com **CIN: U74210TG2006PTC050902**





Aug' 09, 2021

Mr. V. Sai Kumar  
D.No: 2-46, M Burjavalasa,  
Bobbili Mandalam,  
Dist: Vizayanagaram  
A.P - 535558  
Mob: 7093665267

Dear Mr. Sai Kumar,

With reference to your interview and the subsequent discussions, the management is pleased to appoint you as "Asst. Design Engineer" (Civil Division) at level L2 and grade G3 (L2-G3). The following is the package being offered to you.

Basic	:	₹ 5100
HRA	:	₹ 3060
Grade allowance	:	₹ 2040
Conveyance	:	₹ 2500
Domiciliary Medical Expenses	:	₹ 1500
Telephone Allowance	:	₹ 800
Dress Allowance	:	₹ 1200
Wash Allowance	:	₹ 800
<b>Total Gross</b>	:	<b>₹ 17,000</b>

PF - 1576  
GRA - 255  
BONUS - 424

Monthly Gross with Annual Benefits: ₹ 19256

You shall be entitled for the above telephone allowance, provided the proof of document is produced that the cell phone is registered on your name or your residence land line on your name / parents name.

You are advised to follow the following guidelines as a part of your employment in the organization.

## DESIGN TRIBE (INDIA) PVT. LTD.

"Raja Praasadamu", Plot No. 6, 6A, 6B, 3rd Floor, Wing No. 1, Masjid Banda,  
Botanical Garden Road, Kondapur, Hyderabad - 500 084, Telangana, India.  
Fax: 040 - 47299989, Phone: +91 40 47299900 / 01,  
Web: www.designtribeindia.com, Cell: +91 9440049611  
E-mail: designtribe@designtribeindia.com. CIN: U7421:TG2006PTC050902

Consulting Engineers & Architects



005

**Infosys**  
Navigate your next  
June 30, 2021

HRD/31/1001674720/21-22

Ms. Amulya Jyothi Bobbili  
Sathavahananagar/31-5-7/7/2  
Kurmanapalem Visakhapatnam  
Vishakhapatnam-530046  
India

Ph: +91-8639366936

Dear Amulya Jyothi,

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.

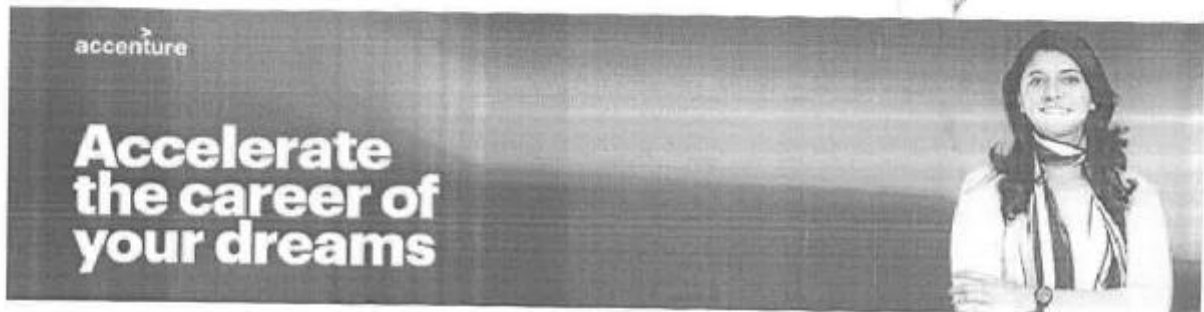
We look forward to working with you and wish you success in your career with us.

Warm regards,

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

Signature Not Verified  
Digitally signed by Richard Lobo  
Date: 2021.06.30 11:50:09 IST  
Reason: Digitally Signed  
Location: Bangalore

INFOSYS LIMITED  
CIN: L85110KA1981PLC013111  
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



To,

**Name :** Mounika Srilalitha Buragapu

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Mounika Srilalitha Buragapu,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit all prerequisites / documents. The offer release will be contingent upon successful verification of documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Or Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
  - The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
    - Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
    - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).



**Offer: Computer Consultancy**  
**Ref: TCSL/CT20182448319/Hyderabad**  
**Date: 11/01/2021**

Ms. Ramya Bhagyalatha Burapu  
Door No-3-90Burapu Street,  
Kaikaram,  
West Godavari-534416,  
Andhra Pradesh.  
Tel# 91-7396133978

Dear Ramya Bhagyalatha Burapu,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentive (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

**TCS Confidential**  
**TCSL/CT20182448319**

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited





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Date: 16-Dec-2020

To

Burri Jeevan Prasanth  
INDIA

Dear Burri Jeevan Prasanth,

**Sub: Offer of Training and Employment**

1. This has reference to the selection process for employment opportunity at Mindtree in the campus of Kalinga.
2. We take pleasure in informing you that you have been selected for appointment in Mindtree as an JUNIOR ENGINEER in the competency Level C subject to the following terms and conditions.

2.1. a) You should complete the Degree which you are now pursuing without any backlog (subjects where you have not obtained the passing marks) at the time of joining

b) Secure 60% aggregate in the degree. Aggregate is calculated as follows:

$$\text{Aggregate} = \frac{\text{(Total of marks obtained in all the subjects from the first to last semester)}}{\text{(Total of maximum marks in all the subjects from first to last semester)}}$$

$$\text{Aggregate \%} = \text{Aggregate} \cdot 100$$

c) Provide a copy of the degree certificate or provisional degree certificate along with mark sheets of all semesters on your day of joining.

2.2. You shall initially undergo training at Mindtree, Kalinga, Bhubaneswar, Odisha and undergo Orchard Learning Programme conducted by Mindtree, Kalinga which helps you to transition to the Corporate world of technology solutions. The details of the programme are provided separately.

2.3. Your joining location would be Mindtree Kalinga, Bhubaneswar and joining date would be communicated in subsequent mails.

*Jeevan Prasanth*  
Burri Prasanth, Top 21, Kalinga, Odisha



**Offer: Computer Consultancy**  
**Ref: TCSL/CT20182448304/Hyderabad**  
**Date: 11/01/2021**

Ms. Niveditha Cherukri  
Dr.No:6-45-17/17,G-2,Block-A,Phase-4,Srinidhi Residency,Drivers Colony,Old GajuwakaDriver'S Colony,  
Old Gajuwaka,  
Visakhapatnam-530026,  
Andhra Pradesh.  
Tel# 91-8897730035

Dear Niveditha Cherukri,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

TCS Confidential  
TCSL/CT20182448304

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

Deccanpark, No 1 Software Unit, Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



Strictly Private and Confidential

Date:29-Jun-2021

Mounika Damarasingi  
C9692389

179-A, Bankers Colony - 2nd Lane, Near Rama Lakshmana Theatre, Srikakulam  
7780678629

Dear Mounika Damarasingi,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. L ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.





Date: April 01, 2021

Dear Danda Venkata Koushik,

**Congratulations!** We are pleased to make you an offer to join Prolifics Corporation Private Ltd. (herein after referred as "Company" or "Prolifics"). You will be designated as **Trainee Software Engineer** under the cadre of T1 and you are expected to join Prolifics on OR before **July 19, 2021**.

**Compensation:**

1. **Fixed Compensation:** Your Annual Gross Compensation for the year, which is inclusive of Basic Salary and other Compensation, is **Rs.300,000 per annum**.

Your association and employment will be governed by the various employee related policies and guidelines of the organization.

**Work Location** — You will be based in **Hyderabad or Pune** but the Company may require you to work at any of its locations and its subsidiary locations OR on customer sites, within OR outside India. The corporate HR function works out of **Prolifics Corporation Private Ltd., 14th Floor, Raheja Mindspace Hitech City Madhapur, Hyderabad 500081, Telangana, India**

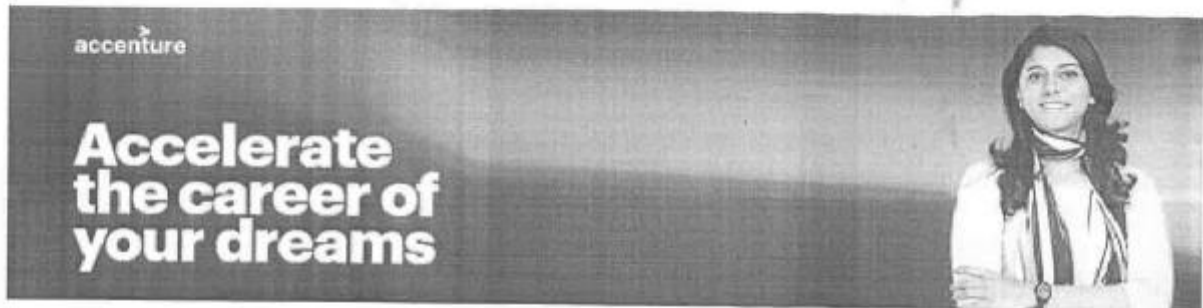
**Relocation:** Not Applicable

**Probation:** On joining you will be on probation for a period of 3 months, extendable based on performance at the discretion of the reporting manager.

**Notice Period/Termination during probation period** - Your services in this Company may be terminated by giving you 1 month notice in writing, or by paying you 1 month basic pay in lieu thereof. You would be required to give 1 month notice if you want to resign from the services of the company during your probation period.

**Notice Period/Termination after completion of probation period** - Your services in this Company may be terminated by giving you 3 months' notice in writing, or by paying you 3 months basic pay in lieu thereof. You would be required to give 3 months' notice if you want to resign from the services of the company.

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To,

**Name :** Sai Vikas Divi

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Sai Vikas Divi,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit all prerequisites / documents. The offer release will be contingent upon successful verification of documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Or Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
  - The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
    - Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
    - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).

Date: 27<sup>th</sup> May 2021

Name : Gorle Lakshmi Venkata Sravani

Address : D/o Gorle Seshagiri Rao,  
9-7-9/2/4 OPP. SKML Catering 6 Taps jn, Sivaji Palem  
Visakhapatnam Andhra Pradesh 530017

**Conditional Letter of Intent – Graduate Engineer Trainee**

Dear Gorle Lakshmi Venkata Sravani,

With reference to your application and subsequent interview you had with us, we intend to make an conditional offer of employment to you with **Infinite Computer Solutions** for the position of **Graduate Engineering Trainee** and on subsequent completion of your engineering graduation with no backlogs, you would be appointed as **Associate Software Engineer (ASE)** with a CTC of **3.5 Lakh per Annum**.

The broad terms and conditions of your employment is mentioned below:

- Upon joining your base location will be either Bangalore/Chennai, however, should be open to work in any locations of Infinite including its client locations.
- You should be open for working in any role in software services/ product development like Development or Testing, Business Analysis etc.,
- You will undergo an internship program for 3 - 6 months (may change, depending on the business requirement) at Infinite with effect from **9<sup>th</sup> June 2021**.
- During the internship program, you will be designated as "**Graduate Engineering Trainee**" and offered a stipend of **INR 14000** per month (inclusive of TDS).
- Upon completion of your internship /exams, you will be designated as "**Associate Software Engineer**".
- You would be required to sign a service agreement for a period of **36 months** from the start date of the internship program. If you leave the organization before the completion of the agreement period then you will have to pay penalty amount towards early exit, totaling to the amount invested by the organization on your training and skills development as mentioned in the Service Agreement.
- You would be required to submit 2 undated cheque leaves of INR 1.5 lakh each from your personal/ Infinite salary account and original educational documents as per the service agreement. The same will be returned on completion of service agreement period.

On the day of your reporting, you are required to submit the following documents

1. Original documents (SSLC, PUC Marksheet, Degree/ Graduation Marks cards)
2. Photocopy of the above documents.
3. Documentary evidence of date of birth, address proof, ID proof (PAN, Passport, Aadhar Card)
4. Four passport size colored photographs
5. Copy of updated resume

The compensation structure and other terms and conditions of your employment would be as per the Appointment letter that would be issued to you on completion of Internship period.

Fur **Infinite Computer Solutions India Ltd,**

**Vijaya Gaugapati**  
Vice President - Human Resources

Please confirm that you have read, understood and agree to the above Terms of Employment by signing below

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Infinite Computer Solutions (India) Limited  
existing times...infinite goes...  
CIN : L72200DL1999PLC171077

Corporate Office  
157, EPID Zone, Phase 2, Kurukulathali,  
Whitefield, Bangalore - 560066.

Registered Office  
155, Somnath Chambers - II, 9  
Bhikai Cama Place, New Delhi - 110066.

www.infinite.com info@infinite.com

+91 80 4193 0000 +91 80 4193 0000

+91 11 4615 0845 +91 80 4615





Strictly Private and Confidential

20.

Date:29-Jun-2021

Sindhu Gorli  
C9692395

40-2-223/1a,Santhinagar-2,Kailasapuram road,Visakhapatnam  
8374777769

Dear Sindhu Gorli,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. L ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer for your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

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ESPL/HRD/LOA/0120211001

May 3, 2021

To,  
Mr. Gunda Venkata Sai Pavan Kumar,  
Guntur, Andhra Pradesh, India.

**Subject: Offer Letter**

Dear Sai,

We are pleased to offer you the position of **'Associate Consultant'**, with Evolutionary Systems Pvt. Ltd. This is subject to your acceptance and approval of the documents and references, which you have mentioned in interview and resume earlier. You are required to submit the documents as per Annexure - II, on your joining the company. You are required to join on or before **May 24, 2021**.

Your Letter of Appointment will be given to you upon your joining the company, which contains details of all and conditions of employment in the company. Your appointment is contingent upon satisfactory reference background checks including verification of your application materials, education and employment history. 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).

The details of your offer are as follows:

**LOCATION**

Your base location will be Guntur, Andhra Pradesh, India (Work From Home). You will operate from Ahmednagar Office after Pandemic. However, your services are transferable and you may be assigned to any office of 'Evosys' within India or abroad. In such case, you will be governed by the policies of that location.

**COMPENSATION**

Your annual CTC will be **INR 3,20,004 (INR Three Lakhs Twenty Thousand and Four Only) Per Annum**.

**OTHER BENEFITS**

You will be eligible for the following additional benefits.

**Onsite Allowance:** Whenever you are on an overseas deputation you will be entitled for onsite allowance of 70 per day. In case of your deputation other than UAE/Qatar, onsite allowance will be as per standard structure of that specific country, the details will be available in the deputation letter.

**Evolutionary Systems Pvt Ltd**

11<sup>th</sup> Floor Kataria Arcade, Beside Adani Vidhya Mandir, Behind Adani CNG pump SG Highway INDIA.  
Tel +91 79 66823300, 66823301 Fax +91 79 66823399 Email: [contact@evosysglobal.com](mailto:contact@evosysglobal.com) Web: [www.evosysglobal.com](http://www.evosysglobal.com)  
CIN No. U17122GJ2006PTC049073



HIRD/FINALSEMTRG/2021/B2-56

25



February 5, 2021

Josyula Vinay.

Anil Ncerukonda Institute of Technology and Science

Dear Josyula,

This is in reference to the Internship Program ('Program' hereinafter) offered to you by Infosys Limited ('Infosys' hereafter), a corporation incorporated and existing under the laws of India and having its primary place of business at Electronics City, Hosur Road, Bangalore 560 100, India, in accordance with the terms of the Internship Agreement executed between you and Infosys on [date]. The details of the Program are as follows:

- |                            |   |                          |
|----------------------------|---|--------------------------|
| 1. Program Date            | : | <b>February 15, 2021</b> |
| 2. Duration of the program | : | <b>13 Weeks</b>          |
| 3. Mode of Internship      | : | <b>Online</b>            |

You will be entitled to get a **Stipend of Rs. 10,000/- per month** during the Program. You would also be covered under the Personal Accident Insurance and Hospitalization Insurance Policy of Infosys for the duration of your Program. If you require additional coverage, you would need to obtain this in your personal capacity.

For the duration of the Program, you will be required to adhere to certain policies / practices that are applicable to employees of Infosys, including but not limited to the Intern's obligations as per the Internship Agreement. Additionally, you may be required to sign agreements with Infosys, at the sole discretion of Infosys, relating to protection of Infosys's confidential and proprietary information. Infosys disclaims all liability and responsibility for acts or omissions by you that are in violation of any law, guideline, rule or regulation.

Please note that the Internship Agreement may be terminated by Infosys as per Clause 6 of the said Agreement.

Please sign this letter, the Internship Agreement and the undertakings, attached herewith and send across a scanned copy of the same to [Infosys.LPCampus@infosys.com](mailto:Infosys.LPCampus@infosys.com) before 01<sup>st</sup> February 2021. You are also required to send the signed hard copy of this letter, the Internship Agreement, and the attached undertakings to Infosys's office at Electronics City, Hosur Road, Bangalore 560 100, India before 08<sup>th</sup> February 2021.

You are requested to read and retain the instructions attached to this letter..

If there are any changes to the terms and conditions mentioned above, we will revert with another letter as soon as possible.

Thanking you,

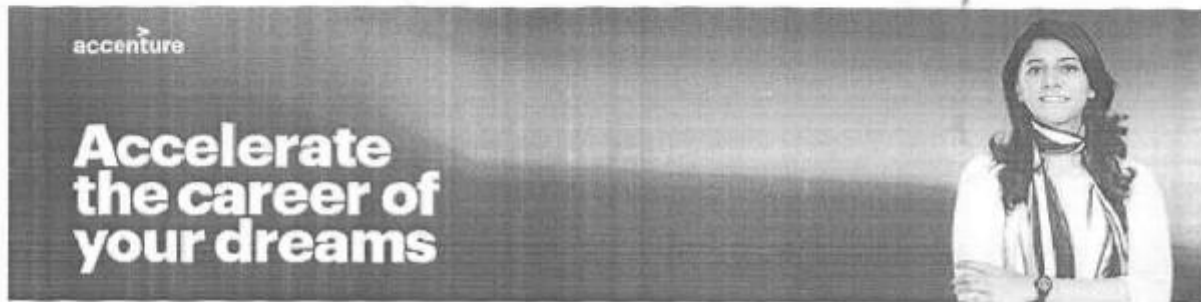
Yours sincerely,

**RICHARD LOBO**

**EVP and Head Human Resources – Infosys Limited**



26.



To,

**Name :** Korupolu Pavan Kalyan

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Korupolu Pavan Kalyan,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit all prerequisites / documents. The Offer release will be contingent upon successful verification of documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in the candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Or Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.

- The training module of this program is typically made available to potential new joiners at least 30 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:

- Under the program, the learning modules hosted on a technology platform will prepare potential new joiner to be code ready.
- Post onboarding/joining Accenture, and after the induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
- On successful completion of the program and clearance of the Technology fundamentals

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HRD/NOBA/1001715335

September 21, 2021

Ms. Guna Sri Sai Veni Kalakonda  
D.No:12-2-68, Migh 10  
Aphb Colony, Near Red Bridge, Amalapuram  
Amalapuram - 533201  
Andhra Pradesh  
India  
Ph: (91) 94410 92000

Dear Guna Sri Sai Veni,

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

**INFOSYS LIMITED**  
CIN: L86110KA1881PLC013115  
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

Cognizant



23-Sep-2021

Dear Ramakrishna Koppala,  
B.Tech, Computer Science  
Anil Neerukonda Institute of Technology and Sciences, Visakhapatnam

Candidate ID – 18207880

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

You have been selected for the position of **Programmer Analyst Trainee**

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

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

Your appointment will be governed by the terms and conditions of employment as presented in **Employment Agreement**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Please note:

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

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

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

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

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized

R'qd. Office: 115/535, Old Mahabaliapuram Road, Okkiam Thoraipakkam, Chennai - 600 097



**Infosys**

Navigate your next

June 30, 2021

HRD/3T/1001675100/21-22

34

Mr. Kotni Laxmi Swarup  
D.No:19-22-45  
Nellimuku  
Vishakhapatnam-530044  
India

Ph: +91-8328684270

Dear Kotni,

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: 2021.06.30 11:57:55 +05'30'  
Reason: Digitally Signed  
Location: Bangalore

INFOSYS LIMITED  
CIN: L85110KA1981PLC013111  
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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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20182448294/Hyderabad**  
**Date: 11/01/2021**

Ms. Harshitha Lenka  
Door No:7-12-19Palla Chinna Rao Street,  
Pantulugaari Meda,  
Visakhapatnam-530026,  
Andhra Pradesh.  
Tel# 91-9642907930

Dear Harshitha Lenka,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentive (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplor Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

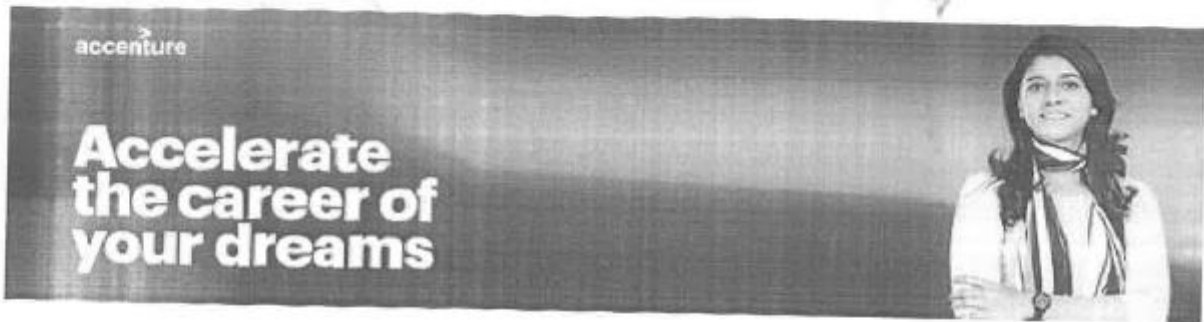
Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

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

**TCS Confidential**  
TCSL/CT20182448294

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

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To,

Name : Amith Mandala

Re: Important information post your clearance of the interview process during the Campus Visit

Dear Amith Mandala,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit all prerequisites / documents. The offer release will be contingent upon successful verification of documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in the candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Or Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.

- The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:

- Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
- Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).



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HRD/NOBA/10022/2836



August 2, 2021

Ms. Harshini Munduru  
Flat.No: 205, Sri Varaha Residency-II  
Ratnagiri Nagar, Sujathanagar  
Vishakhapatnam - 530051  
Andhra Pradesh  
India  
Ph: (91) 80081 83963

Dear Harshini,

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

**INFOSYS LIMITED**  
CIN: L85110KA1991PLC013115  
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.*



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**INTERNSHIP LETTER**

Sumanth Nidamanuri  
D.NO:45-58-12/3;Devansh Residency, Narasimhanagar,Akkayyapalem;Visakhapatnam  
Visakhapatnam – 530016  
AP  
IN

Dear Sumanth,

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

Your internship with the Company will be subject to your acceptance of this Internship Letter and the terms and conditions set forth hereinbelow on or before 10 business days in the manner provided for by the Company.

Upon your acceptance of this Internship Letter, the same shall form a valid and binding agreement between Amazon India and you, and you shall be bound by the terms and conditions stipulated herein below.

**1. Date of Commencement**

Your internship with Amazon India will commence on **01-Mar-2021** and shall end as per the provisions contained in Section 12 herein below. The said duration of internship shall hereinafter be referred to as the "**Term**".

**2. Duties**

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

**REGISTERED OFFICE :**

Ground Floor, Eros Plaza, Eros Corporate Centre, Nehru Place, New Delhi - 110019, Delhi  
Tel. : + 91 - 80 - 3342 0300, Fax : +91 - 80 - 3062 5085  
CIN : U72200DL2011FTC227638

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Dear Nunna Jenny Sai Prasanna,

Thank you for participating in the Infosys Campus Recruitment Program for 2020-21.  
Congratulations! You have cleared the interview round to receive a final job offer for Specialist Programmer role. The compensation for this role is INR 8 lakhs per annum.

Please note, this is a conditional job offer subject to your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please write to us at [TalentAcquisition@infosys.com](mailto:TalentAcquisition@infosys.com).

You will soon hear from us about the next steps of the process. We look forward to welcoming you into our Infosys family

Best regards,

Talent Acquisition

Infosys

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HRD/COV/1002277614/21-22

August 11, 2021

Ms. Nunna Jenny Sai Prasanna  
1-232  
Somavaram, Kirlampudi Mandal, East Godavari Dist.  
Peddapuram - 533435  
Andhra Pradesh  
India  
Ph: (91) 91829 84575

Dear Nunna,

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

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



HRD/3T/1001725099/21-22

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Infosys

Navigate your next

July 1, 2021

Ms. Pasupuleti Navya Priyangel  
Madhuranagar,49-27-38,visakhapatnam  
near municipal school seethampecta  
Vishakhapatnam-530016  
India

Ph: +91-7780314657

Dear Pasupuleti,

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.

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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: 2021.07.01 13:08:16 IST  
Reason: Digitally Signed  
Location: Bangalore

INFOSYS LIMITED  
CIN: L85110KA1981PLC013111  
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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50

Offer: Computer Consultancy  
Ref: TCSL/CT20203486809/Hyderabad  
Date: 11/01/2021

Ms. Prasanna Rapeti  
10-01-1/2Domudl Thota,  
Chinna Ramaswami Temple,  
Bhakhanthnam-531001,  
Andhra Pradesh.  
Tel#-9870377266

Dear Prasanna Rapeti,

Sub: Letter of Offer

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.



HR/ST/1001873241/21-22

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Mr. Mounya Robbi  
H.No:31-26-80  
Sidamplha Nagar  
Vesachepalli-530046  
India

Ph: 91 9, 90666989

Dr. Mounya,

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 ensure that your career will never stand still, we will inspire you to build what's next and we will navigate together, 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.

We respect,

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

Signature Not Verified  
Digitally signed by Richard Lobo  
Date: 2021.07.01 13:06:03 IST  
Reason: Digitally Signed  
Location: Bangalore

INFOSYS LIMITED  
CIN: L85110KA1981PLC01311  
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

6/30/2021

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### APPOINTMENT LETTER

June 30, 2021

Dear SHAIK ATCHUKATLA ALIFA BEGUM,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

#### 1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

#### 2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure V. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

#### 3. Other Benefits:

You will also be eligible for:





To,

Name : Vineela Yelisetty

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Vineela Yelisetty,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit ce prerequisites / documents. The Offer release will be contingent upon successful verification of your docum that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registrati process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall s revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique lear experience, Accenture proposes a learning module - Technology Fundamentals Online Learning prog (Hereinafter" program"). We would like to share the details of this program in advance for your ease of inform and familiarity with its conditions.

- The training module of this program is typically made available to potential new joiners at least 45 before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which as under:

- Under the program, the learning modules hosted on a technology platform will prepare the potential joiner to be code ready.
- Post onboarding/joining Accenture, and after the Induction the potential new joiner will need t through the Technology fundamental assessment (based on the pre on-boarding online lear program).



To,

Name : Yogesh Bollampalli

**Re: Important information post your clearance of the Interview process during the Campus Visit**

Dear Yogesh Bollampalli,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
  - The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
    - Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
    - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).

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HRD/3T/1001675778/21-22

Mr. SURYAPRATAP CHALUMURI  
Door No. 9-16-16  
C.B.M Compound, Opp RamaTalkies  
Vishakhapatnam-530003  
India

Ph: +91-9908124098

Dear SURYAPRATAP,

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: 2021.07.04 16:00:36 IST  
Reason: Digitally Signed  
Location: Bangalore

INFOSYS LIMITED  
CIN: L85110KA19R1PLC013115  
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





**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203472030/Hyderabad**  
**Date: 11/01/2021**

Ms. Sai Keerthana Doki  
1-247Kadi Street,  
Brahmanatarla,  
Srikakulam-532220,  
Andhra Pradesh.  
Tel# -

Dear Sai Keerthana Doki,

**Sub: Letter of Offer**

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

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

- Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

TCS Confidential  
TCSL/CT20203472030

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmaal Building, 9th Floor, Nariman Point, Mumbai 400 021



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**Infosys Campus Recruitment Program: Congratulations! You have a job offer** External **Inbox** ★

**Infosys Freshers Rec...** 4 days ago  
to me ▾

Dear Galla Taruneswara Rao,

Thank you for participating in the Infosys Campus Recruitment Program for 2020-21.

**Congratulations! You have cleared the interview round to receive a final job offer for Digital Specialist Engineer role. The compensation for this role is INR 5 lakhs per annum.**

Please note, this is a conditional job offer subject to your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please write to us at [Talent.Acquisition@infosys.com](mailto:Talent.Acquisition@infosys.com).

You will soon hear from us about the next steps of the process. We look forward to welcoming you into our Infosys family

Best regards,

Talent Acquisition  
Infosys

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Offer: Computer Consultancy  
Ref: TCSL/CT20203487758/Hyderabad  
Date: 21/04/2021

Ms. Sarmistanjali Gangarapu  
2-203 Ramalayam Street,  
Narendrapuram,  
Eastgodavari-533294,  
Andhra Pradesh.  
Tel# 91-9951285569

Dear Sarmistanjali Gangarapu,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a role in the **TCS Digital (TCS Digital)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be ₹7,00,022/- per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

**TCS Confidential**  
TCSL/CT20203487758

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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021



HRD/FINALSEMTRG/2021/B2-62



February 7, 2021

Gangunani Venkata Sai Chetana.

Anil Neerukonda Institute of Technology and Science

Dear Gangunani Venkata,

This is in reference to the Internship Program ('Program' hereinafter) offered to you by Infosys Limited ('Infosys' hereafter), a corporation incorporated and existing under the laws of India and having its primary place of business at Electronics City, Hosur Road, Bangalore 560 100, India, in accordance with the terms of the Internship Agreement executed between you and Infosys on [date]. The details of the Program are as follows:

- |                            |   |                   |
|----------------------------|---|-------------------|
| 1. Program Date            | : | February 15, 2021 |
| 2. Duration of the program | : | 13 Weeks          |
| 3. Mode of Internship      | : | Online            |

You will be entitled to get a **Stipend of Rs. 10,000/- per month** during the Program. You would also be covered under the Personal Accident Insurance and Hospitalization Insurance Policy of Infosys for the duration of your Program. If you require additional coverage, you would need to obtain this in your personal capacity.

For the duration of the Program, you will be required to adhere to certain policies / practices that are applicable to employees of Infosys, including but not limited to the Intern's obligations as per the Internship Agreement. Additionally, you may be required to sign agreements with Infosys, at the sole discretion of Infosys, relating to protection of Infosys's confidential and proprietary information. Infosys disclaims all liability and responsibility for acts or omissions by you that are in violation of any law, guideline, rule or regulation.

Please note that the Internship Agreement may be terminated by Infosys as per Clause 6 of the said Agreement.

Please sign this letter, the Internship Agreement and the undertakings, attached herewith and send across a scanned copy of the same to [Infosys\\_LPCampus@infosys.com](mailto:Infosys_LPCampus@infosys.com) before 15<sup>th</sup> February 2021. You are also required to send the signed hard copy of this letter, the Internship Agreement, and the attached undertakings to Infosys's office at Electronics City, Hosur Road, Bangalore 560 100, India before 22<sup>nd</sup> February 2021

You are requested to read and retain the instructions attached to this letter..

If there are any changes to the terms and conditions mentioned above, we will revert with another letter as soon as possible.

Thanking you,

Yours sincerely,

**RICHARD LOBO**

**EVP and Head Human Resources – Infosys Limited**



Dt: 17-05-2021  
Hyderabad

Dear Ms. Deepika Gonnabattula

Pursuant to our ongoing discussions, we are pleased to extend to you an offer to join our Company (Aggne India) on the following terms:

<b>Designation</b>	Software Engineer
<b>Remuneration</b>	INR 3,00,000 per annum as Cost to Company
<b>Date of joining</b>	19-05-2021
<b>Last date for receipt of Acceptance</b>	18-05-2021
<b>Original Documents to be produced on joining Date</b>	i. Educational Qualifications - 10 <sup>th</sup> Class and above ii. Professional Qualifications - all previous employments iii. Proof of Date of Birth iv. PAN, Aadhar and Passport

If the terms and conditions are acceptable to you, kindly communicate to us of your acceptance by the date as above mentioned with an express confirmation around the date of joining.

Along with this letter of employment, we are also sharing with you, certain other relevant information for your perusal. We are glad to inform you that you will be an important part of our growing organization and would like you to play an important role in creating a culture driven to improve and excel in all areas.

We welcome you to join us in this exciting journey.

With best wishes,

Yours faithfully,  
For Aggne Global IT Services Private Limited  
Manager-HR.

**Aggne Global IT Services Private Limited**  
3<sup>rd</sup> Floor, NCL Ganga Plaza, Above IDBI Bank, Pet Basheerabad, Kompally  
Hyderabad, Telangana 500055



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# Rakuten Symphony

Dear Sai Likhith Gopiseti

## Huge Congratulations!

As conveyed to you earlier, we are pleased to inform you that your employment is transferred from Rakuten India Enterprise Private Limited ("RIEPL") to Rakuten Symphony India Private Limited ("Company") as set out hereinbelow. We are delighted to confirm your employment with the Company:

**Designation:** Associate Software Engineer

**Joining Date:** April 1, 2022

**Annual Total Compensation:** 750000/-

**Location:** Bangalore

The word Rakuten stands for "Optimism", believing in the future. We have a rich culture of innovation where we promote sharing, discussing, and executing ideas at all levels that enhance the value outcome of our products. Rakuten Symphony is one of those innovative initiatives whose vision is to change the world by connecting people in the most efficient way. It's a great time to be part our exciting journey in creating amazing products that help everyone connect better.

The terms of your employment (as mentioned in Annexure B below) with the Company will be substantially similar to those applicable immediately prior to the transfer of your employment from RIEPL. On your transfer, your employment will be deemed to be continuous and without any interruption.

Please note, that with effect from 31 March, 2022, your employment with RIEPL will cease and your employment with the Company will commence from the Joining Date, as mentioned above.

On completion of your appointment formalities with the Company, you will be deployed to the work unit as may be applicable based on the Company's policies on respective work streams, in conformity and continuity with your nature of duties and responsibilities. This will however ensure your appointment is on substantially similar terms and conditions than what you enjoy at present.

The Company follows the "no gap" rule to ensure continuity of service. Thus, as part of its offer, the Company will recognize the period of time for which you have been employed with RIEPL as service with the Company for all purposes including for the calculation of gratuity and any other employment benefits linked with tenure.

RIEPL will support you in transferring your provident fund amount / account to the Company. The accumulated balance standing to the credit of your gratuity with RIEPL will be transferred to the applicable gratuity scheme of the Company. The Company shall provide you with insurance cover similar to that provided by RIEPL.

From the Joining Date, you will be covered under, and be subject to, the policies of the Company issued from time to time, which shall be substantially similar to those applicable to you immediately before the Joining Date.

Please also note that the Company may consider your conduct and performance during your employment with RIEPL for the purposes of any salary and performance reviews, discipline, and other employment-related matters as though it were your conduct or performance while employed by the Company. As part of the transfer, your personal files, and other employment-related personal data, including sensitive personal data, will be transferred from RIEPL to the Company and you agree to such transfer.

**Rakuten Symphony India  
Private Limited**

Address: No.2D, 1st Cross, Raja Ram  
Mohan Ray Road, Sampangi Rama  
Nagara, Bengaluru, Karnataka  
560027

Rakuten Symphony India Pvt. Ltd.  
3rd Floor, C21 Business Park, C21 Square,  
Opposite Radisson Blue Hotel, MR-10, Indore, MP,  
India 452010

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To,

Name : Sai Leela Sushma Gorsa

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Sai Leela Sushma Gorsa,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.

- The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
  - Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
  - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
  - On successful completion of the program and clearance of the Technology fundamental

8/3/2021

[https://wipro.icims.com/forms?module=Forms&action=showForm&view=html&form=elite\\_offer\\_letter\\_template&user=21066546&item=742...](https://wipro.icims.com/forms?module=Forms&action=showForm&view=html&form=elite_offer_letter_template&user=21066546&item=742...)



## APPOINTMENT LETTER

June 3, 2021

Dear Kanakam Manideep,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

### **1. Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

### **2. Compensation:**

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure V. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other.



Plot No. 11, Block no 1, 5<sup>th</sup> Floor, Quantum Hub, Waltair road, Visakhapatnam- 530003 | <http://www.htown-tech.com>

June 9<sup>th</sup>, 2021

### Appointment Letter

Dear Manoj,

We are pleased to confirm to offer you the position of "Full Stack Developer" in our organization (H-Town Technologies India Private Limited).

Whereas H-Town Technologies India Private Limited is herein after referred as Company/organization.

And whereas Mr. Manoj Kapuganti is herein after referred as Employee/Your/You.

As we discussed, your tentative date of joining will be 01/07/2021(dd/mm/yyyy) or earlier. The starting salary is INR 4,11,000 per annum (including Health insurance for the employee) and will be paid on a monthly basis in your respective bank account after deducting mandatory government taxes and other deductions, if any.

Your Joining in the company shall be subjected to:

- Upon submission of copies of following testimonials (Scanned Photostat's to be submitted)
- Academic qualification certificates (Matriculation onwards) and professional proficiency certificates.
- Scanned copy of passport size photographs.
- I D Proofs such as Aadhar card, PAN, Driving License, Passport, Bank details, Emergency contact information (Scanned Photostat's to be submitted).
- Experience Certificate(s), Relieving Letter/clearance certificate from your previous employer(s) (if any)
- Last pay slip or salary certificate (If Any).

The Company's working year runs from the first day of January to the last day of December. The Company shall be entitled to move you to other shifts according to the requirement and convenience and no cab facility is provided.

Employee must get authorization to work from home from his/her higher authority/manager(s). Your unauthorized absence, beyond Three (3) working days during the employment period, will be treated as abscond and organization shall be entitled to terminate or suspend your appointment without any notice and if necessary legal action may be taken against you. Employee will be required to effectively carry out all the assigned duties and responsibilities by the company's authorized person.

The position held by you is of a strict confidential nature. You shall not disclose details of your company assignments to any unauthorized person, either during or after your employment with the company.





To,

**Name :** Vineela Yelisetty

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Vineela Yelisetty,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.

- The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:

- Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
- Post onboarding/joining Accenture, and after the induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).



## OFFER OF EMPLOYMENT

Mr. Kolla Poorna Sandeep

June 7, 2021

Consultadd Services Private Limited is delighted to offer you a position as **Associate Software Engineer**. We trust that your knowledge and skills will be among our most valuable assets and we hope you will enjoy your role and make a significant contribution to the success of the company.

### Remunerations

If you decide to join us, the company will pay you an **annual compensation package of INR 6,00,000 per annum** (INR Six lakhs only per year) till probation period and after that your **annual compensation package will be INR 8 Lakhs per annum** with a next due increment on July 2022. The salary details are in enclosed annexure

### Appointment

The location of job is **Pune, Maharashtra** and date of commencement would be, **Thursday 10 June 2021**. A detailed appointment letter will be issued to you after the joining, which will govern the term and conditions of your appointment.

The work timings will be Flexible (Including night shift). You may be required to work reasonable additional hours or different shifts when necessary to perform your duties.

Please bring following documents with copies while reporting,

- All mark sheets and certificates of SSC, HSC, degrees.
- Identity Proof (Driving License, Voter ID, PAN Card, Passport)
- Address Proof (Driving License, Passport, Aadhar Card)
- Four Passport size photo

Your appointment is subject to the successful completion of four months' probation period with us from your date of joining. Please note, your offer will be at the discretion of the company which means the company may terminate your offer at any time, based on performance. Notice period of 30 days is mandatory at the time of resignation. The offer is subject to acceptance of appointment and verification of documents.

Neha Chiddarwar  
Human Resource Associate  
Consultadd Services Pvt Ltd





To,

**Name :** Vandana Kolusu

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Vandana Kolusu,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

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a) Infosys Campus Recruitment Program: Congratulations! You have a job offer



Inbox



Infosys Freshers Rec... 4 days ago  
to me



Dear Leelapatturani Kalyani Ravari,

Thank you for participating in the Infosys Campus Recruitment Program for 2020-21.

Congratulations! You have cleared the interview round to receive a final job offer for Specialist Programmer role. The compensation for this role is INR 8 lakhs per annum.

Please note, this is a conditional job offer subject to your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please write to us at [TalentAcquisition@infosys.com](mailto:TalentAcquisition@infosys.com)

You will soon hear from us about the next steps of the process. We look forward to welcoming you into our Infosys family

Best regards,

Talent Acquisition  
Infosys



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To,

**Name :** Maddipudi Sudeepthi Swathi

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Maddipudi Sudeepthi Swathi,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
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    - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
    - On successful completion of the program and clearance of the Technology fundamental



**CONFIDENTIAL - OFFER OF EMPLOYMENT**

**Akhil Maddukuri**

17th March 2021

Dear Akhil Maddukuri,

Accolite Digital India Private Limited is pleased to extend you an offer for a full-time employment position as Software Engineer. Your annual CTC will be INR 5,00,000/- and we would like to have you begin working with us any time before 21st July 2021 or on a mutually agreed upon date.

Please see the employment terms and conditions noted in this letter and the annexure for details related to your compensation structure. Once you have reviewed the letter in full, please sign each page of this letter in acceptance of the employment terms and conditions.

We very much look forward to welcoming you to Accolite.

Warm regards,



**Milind Mutalik  
Chief People Officer  
Accolite Digital India Pvt. Ltd**

Signature \_\_\_\_\_



Strictly Private and Confidential

Date:26-Jun-2021

Gayatri Mane  
C9686770

73-21-8/4c,Baba Nagar, Behind Gail Office.

7989734582

Dear Gayatri Mane,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

M. Gayatri  
candidate's Signature

Reference Id: cf9406d7-49a8-4686-aeaa-5c0b45cfe035\_1  
Signed By: Mahesh Vasudeo Zurale



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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192650716/Hyderabad**  
**Date: 11/01/2021**

Mr. Sai Swaroop M  
Flat No 401, Sai Rajeswari Residency, Vishakapatnam Old Karasa,  
, Opt To Suraksha Diagnostics,  
Vishakapatnam-530009,  
Andhra Pradesh.  
Tel# -

Dear Sai Swaroop M,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

TCS Confidential  
TCSL/CT20192650716

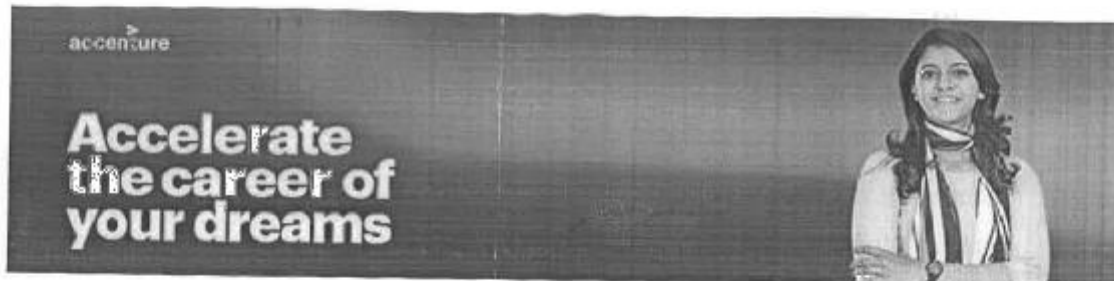
**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 31 | 1 Email: careers@tcs.com



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To,

**Name :** Monika Krishna Muddana

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Monika Krishna Muddana,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203295882/Hyderabad**  
**Date: 11/01/2021**

Mr. Raghava Rahul Mulaveesala  
C/O Mulaveesala Ravi Sankar, D No 39-33,90/2/8 Sf -311, Sharmila Royale Apartments,  
Madhavadhara Vuda Colony,  
Visakhapatnam-530018,  
Andhra Pradesh.  
Tel# 91-9866077436

Dear Raghava Rahul Mulaveesala,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

TCS Confidential  
TCSL/CT20203295882

1

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: [www.tcs.com](http://www.tcs.com)  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: [careers@tcs.com](mailto:careers@tcs.com)

6/8/2021

[https://wipro.idims.com/forms?module=Forms&action=showForm&view=html&form=elite\\_offer\\_letter\\_template&user=20984009&item...](https://wipro.idims.com/forms?module=Forms&action=showForm&view=html&form=elite_offer_letter_template&user=20984009&item...)

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## APPOINTMENT LETTER

June 8, 2021

Dear Mullapudi Sri Harsha,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

### 1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

### 2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure V. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

### 3. Other Benefits:

You will also be eligible for:





### APPOINTMENT LETTER

June 10, 2021

Dear NAKKANA CHOLAKESH,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

#### **1. Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

#### **2. Compensation:**

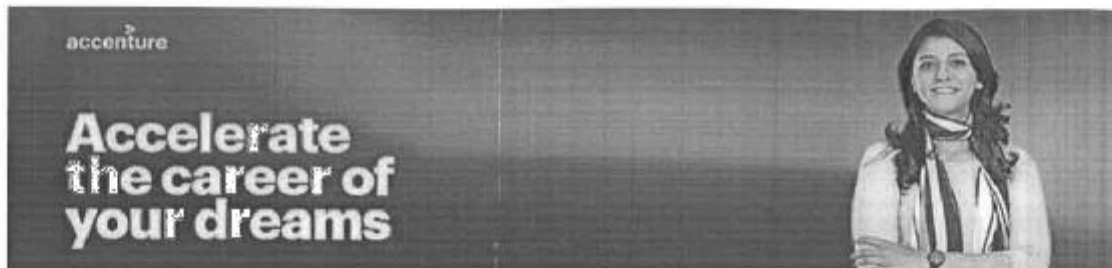
You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure V. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

#### **3. Other Benefits:**

You will also be eligible for:





To,

Name : Nalla Bharath

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Nalla Bharath,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
  - The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
    - Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
    - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).

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**BE YOURSELF,  
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

Date:25-Jun-2021

Jaichand Nethala  
C9679383

Niharika Residency, 20-1-76, Water Tank Area, Narsipatnam.  
8374928393

Dear Jaichand Nethala,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Job Profile - Application Development Associate

Management Level - 12

Job Family Group- Software Engineering



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: 146122d3-0b40-4ddf-a651-f79a80036c67\_1  
Signed By: Mahesh Vasudeo Zurale



INTERNSHIP LETTER

Remanth Madhav Pallagani  
9-405, Indhira nagar,, backside of police station.  
Vissannapet – 521215  
AP  
IN

Dear Remanth Madhav,

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

Your Internship with the Company will be subject to your acceptance of this Internship Letter and the terms and conditions set forth hereinbelow on or before 10 business days in the manner provided for by the Company.

Upon your acceptance of this Internship Letter, the same shall form a valid and binding agreement between Amazon India and you, and you shall be bound by the terms and conditions stipulated herein below.

**1. Date of Commencement**

Your internship with Amazon India will commence on **01-Mar-2021** and shall end as per the provisions contained in Section 12 herein below. The said duration of internship shall hereinafter be referred to as the "Term".

**2. Duties**

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

**REGISTERED OFFICE :**

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



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**Offer: Computer Consultancy**  
**Ref: TCSSL/DT20206805710/Hyderabad**  
**Date: 11/01/2021**

Mr. Patten Naveen Venkata Siva Sai  
2-4d-45/13Mlg 13 Sector 6 Mvp Colony,  
Near Rajiv Park,  
Visakhapanam-530017,  
Andhra Pradesh.  
Tel# -

Dear Patten Naveen Venkata Siva Sai,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

TCS Confidential  
TCSSL/DT20206805710

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com





**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192641841/Hyderabad**  
**Date: 11/01/2021**

Mr. Sai Guna Sekhar Duba  
Door No:2-5-164||Isipuram,  
Near Rythu Bazar,  
Srikakulam-532001,  
Andhra Pradesh.  
Tel# -

Dear Sai Guna Sekhar Duba,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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TCSL/CT20192641841

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 31 11 Email: careers@tcs.com



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**Offer: Computer Consultancy**  
**Ref: TCSSL/CT20182448446/Hyderabad**  
**Date: 11/01/2021**

Ms. Alekya Sammangi  
4-24 Sunday Market Behind,  
Sabbavaram,  
Visakhapatnam-531035,  
Andhra Pradesh.  
Tel# 91-7799655450

Dear Alekya Sammangi,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

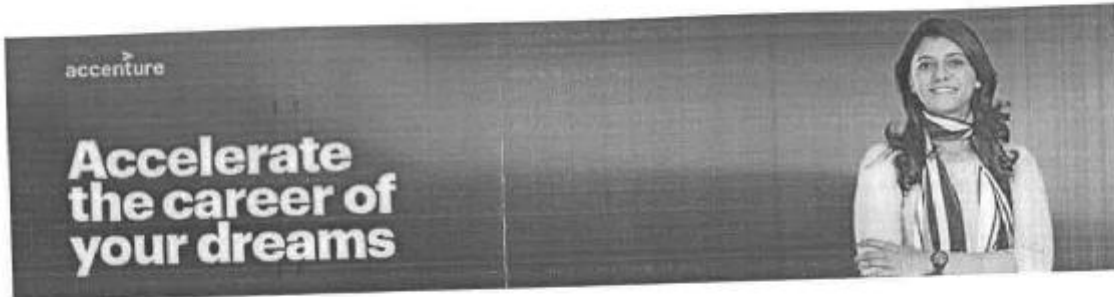
After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory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

**TCS Confidential**  
TCSSL/CT20182448446

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 2111 Email: careers@tcs.com



To,

**Name :** Siva Rama Rohan Sunkarapalli

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Siva Rama Rohan Sunkarapalli,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
  - The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
    - Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
    - Post onboarding/joining Accenture, and after the induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).





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**Offer: Computer Consultancy**  
**Ref: TC SL/CT20203490629/Hyderabad**  
**Date: 11/01/2021**

Ms. Rishitha Valla  
36-93-356 Jawahar Lal Nagar,  
Nanna Cell Point, Kancharapalem,  
Visakhapatnam-530008,  
Andhra Pradesh.  
Tel# -

Dear Rishitha Valla,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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TC SL/CT20203490629

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Deccan Park, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
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TCS Career Serviceline: 1800 209 3111 Email: careers@tcs.com





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**Offer: Computer Consultancy**  
**Ref: TCSL/DT20206806259/Hyderabad**  
**Date: 21/04/2021**

Ms. Vinodhini Vangapandu  
D.No:6-896/2,Mandalavari Colony,Puritipenta,Gajapathinagaram,Vizianagaram DistrictMandalavari Colon  
Gajapathinagaram,  
Vizianagaram-535270,  
Andhra Pradesh.  
Tel# 91-8317674427

Dear Vinodhini Vangapandu,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a role in the **TCS Digital (TCS Digital)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹7,00,022/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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TCSL/DT20206806259

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



To,

**Name :** Krishna Chaitanya Varanasi

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Krishna Chaitanya Varanasi,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.

- The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:

- Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
- Post onboarding/joining Accenture, and after the induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).

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**Tech  
Mahindra**

Tech Mahindra Limited  
Info City, Hi-Tech City Layout  
Madhuvan, Hyderabad 500081 India  
Tel: +91 40 3863 6363  
Fax: +91 40 2311 7011  
techmahindra.com  
contact@techmahindra.com  
Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400001, India  
CIN L64200MH1986PLC041970

Ref: 845402/1963582/ELTP

27-SEP-2021

Mr. Vamsi Yeduvaka  
Visakhapatnam (Ap) - 531019  
Mobile: 7989788757

Subject: Offer of Appointment

Dear Mr. Vamsi Yeduvaka

It is our pleasure to welcome you to **Tech Mahindra Limited**.

1. With reference to our discussions, we are pleased to offer you an appointment in our organization as **Associate Software Engineer at Band 'U' and Sub Band 'U1'** under ELTP Scheme.
2. You will be on probation for a period of **3 months** from the date of joining the Company during which you will be on training. The training program called "**Entry Level Integrated Training and Enablement (ELITE)**" will include classroom training as well as on-the-job training. In case your performance is not found satisfactory during the period of probation, the Company may choose to terminate your services with immediate effect without serving written notice or pay in lieu of notice.
3. Unless informed in writing of the extension of your probation period, for whatsoever reason/s, your employment with the Company will stand automatically confirmed upon successful completion of probation period including successful completion of the ELITE program and satisfactory performance on the job.
4. Your remuneration while on probation has been detailed in **Annexure A**. Upon confirmation, your "Annual Total Cash Compensation" will be **Indian Rupees 3,25,000 (Rupees Three Lac Twenty Five Thousand Only)**. Please refer **Annexure B** for details on the compensation and statutory deductions.
5. Your remuneration package is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.
6. This offer is valid subject to your fulfilling the following:-
  - The academic criteria of minimum aggregate of 80% or as communicated to you at the time of interview;
  - Meeting the set eligibility criteria at the end of your academic course
  - Meeting eligibility criteria for any Company organized training imparted prior to your date of joining and
  - Submission of all necessary legal documentation pertaining to your employment.



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To,

Name : Mounika Satya Lakshmi Adari

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Mounika Satya Lakshmi Adari,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.

- The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:

- Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
- Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
- On successful completion of the program and clearance of the Technology fundamental



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HR/INF/INSEMTRG/2021/B2-66

February 7, 2021

Bada Bharathi,

Anil Neerukonda Institute of Technology and Science

Dear Bada,

This is in reference to the Internship Program ("Program" hereinafter) offered to you by Infosys Limited ("Infosys" hereafter), a corporation incorporated and existing under the laws of India and having its primary place of business at Electronics City, Hosur Road, Bangalore 560 100, India, in accordance with the terms of the Internship Agreement executed between you and Infosys on [date]. The details of the Program are as follows:

- |                            |   |                   |
|----------------------------|---|-------------------|
| 1. Program Date            | : | February 15, 2021 |
| 2. Duration of the program | : | 13 Weeks          |
| 3. Mode of Internship      | : | Online            |

You will be entitled to get a Stipend of Rs. 10,000/- per month during the Program. You would also be covered under the Personal Accident Insurance and Hospitalization Insurance Policy of Infosys for the duration of your Program. If you require additional coverage, you would need to obtain this in your personal capacity.

For the duration of the Program, you will be required to adhere to certain policies / practices that are applicable to employees of Infosys, including but not limited to the Intern's obligations as per the Internship Agreement. Additionally, you may be required to sign agreements with Infosys, at the sole discretion of Infosys, relating to protection of Infosys's confidential and proprietary information. Infosys disclaims all liability and responsibility for acts or omissions by you that are in violation of any law, guideline, rule or regulation.

Please note that the Internship Agreement may be terminated by Infosys as per Clause 6 of the said Agreement.

Please sign this letter, the Internship Agreement and the undertakings, attached herewith and send across a scanned copy of the same to [Infosys\\_LPCampus@infosys.com](mailto:Infosys_LPCampus@infosys.com) before 15<sup>th</sup> February 2021. You are also required to send the signed hard copy of this letter, the Internship Agreement, and the attached undertakings to Infosys's office at Electronics City, Hosur Road, Bangalore 560 100, India before 22<sup>nd</sup> February 2021.

You are requested to read and retain the instructions attached to this letter..

If there are any changes to the terms and conditions mentioned above, we will revert with another letter as soon as possible.

Thanking you,

Yours sincerely,

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

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HRD/FINALSEMTRG/2021/B2-67



February 7, 2021

Raga Ranjitha Boddeti.

Anil Neerakonda Institute of Technology and Science

Dear Raga Ranjitha,

This is in reference to the Internship Program ('Program' hereinafter) offered to you by Infosys Limited ('Infosys' hereafter), a corporation incorporated and existing under the laws of India and having its primary place of business at Electronics City, Hosur Road, Bangalore 560 100, India, in accordance with the terms of the Internship Agreement executed between you and Infosys on [date]. The details of the Program are as follows:

1. Program Date : February 15, 2021
2. Duration of the program : 13 Weeks
3. Mode of Internship : Online

You will be entitled to get a Stipend of Rs. 10,000/- per month during the Program. You would also be covered under the Personal Accident Insurance and Hospitalization Insurance Policy of Infosys for the duration of your Program. If you require additional coverage, you would need to obtain this in your personal capacity.

For the duration of the Program, you will be required to adhere to certain policies / practices that are applicable to employees of Infosys, including but not limited to the Intern's obligations as per the Internship Agreement. Additionally, you may be required to sign agreements with Infosys, at the sole discretion of Infosys, relating to protection of Infosys's confidential and proprietary information. Infosys disclaims all liability and responsibility for acts or omissions by you that are in violation of any law, guideline, rule or regulation.

Please note that the Internship Agreement may be terminated by Infosys as per Clause 6 of the said Agreement.

Please sign this letter, the Internship Agreement and the undertakings, attached herewith and send across a scanned copy of the same to [Infosys\\_LPCampus@infosys.com](mailto:Infosys_LPCampus@infosys.com) before 15<sup>th</sup> February 2021. You are also required to send the signed hard copy of this letter, the Internship Agreement, and the attached undertakings to Infosys's office at Electronics City, Hosur Road, Bangalore 560 100, India before 22<sup>nd</sup> February 2021

You are requested to read and retain the instructions attached to this letter..

If there are any changes to the terms and conditions mentioned above, we will revert with another letter as soon as possible.

Thanking you,  
Yours sincerely,

RICHARD LOBO

EVP and Head Human Resources – Infosys Limited



HRD/FINALSEMTRG/2021/B2-68



February 7, 2021

Poorna Rama Satya Chandu Bolem.

Anil Neerukonda Institute of Technology and Science

Dear Poorna Rama Satya Chandu,

This is in reference to the Internship Program ('Program' hereinafter) offered to you by Infosys Limited ('Infosys' hereafter), a corporation incorporated and existing under the laws of India and having its primary place of business at Electronics City, Hosur Road, Bangalore 560 100, India, in accordance with the terms of the Internship Agreement executed between you and Infosys on [date]. The details of the Program are as follows:

1. Program Date : February 15, 2021
2. Duration of the program : 13 Weeks
3. Mode of Internship : Online

You will be entitled to get a **Stipend** of Rs. 10,000/- per month during the Program. You would also be covered under the Personal Accident Insurance and Hospitalization Insurance Policy of Infosys for the duration of your Program. If you require additional coverage, you would need to obtain this in your personal capacity.

For the duration of the Program, you will be required to adhere to certain policies / practices that are applicable to employees of Infosys, including but not limited to the Intern's obligations as per the Internship Agreement. Additionally, you may be required to sign agreements with Infosys, at the sole discretion of Infosys, relating to protection of Infosys's confidential and proprietary information. Infosys disclaims all liability and responsibility for acts or omissions by you that are in violation of any law, guideline, rule or regulation.

Please note that the Internship Agreement may be terminated by Infosys as per Clause 6 of the said Agreement.

Please sign this letter, the Internship Agreement and the undertakings, attached herewith and send across a scanned copy of the same to [Infosys.LPCampus@infosys.com](mailto:Infosys.LPCampus@infosys.com) before 15<sup>th</sup> February 2021. You are also required to send the signed hard copy of this letter, the Internship Agreement, and the attached undertakings to Infosys's office at Electronics City, Hosur Road, Bangalore 560 100, India before 22<sup>nd</sup> February 2021.

You are requested to read and retain the instructions attached to this letter..

If there are any changes to the terms and conditions mentioned above, we will revert with another letter as soon as possible.

Thanking you,

Yours sincerely,

**RICHARD LOBO**

**EVP and Head Human Resources – Infosys Limited**



Letter of Intent

17 December 2020

Surya Pratibha Budankayala  
Anil Neerukonda Institute of Technology and Sciences  
Visakhapatnam

Dear Surya Pratibha Budankayala,

We are pleased to inform you that you have been provisionally short-listed for employment as "Software Engineer Trainee".

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs.3.50 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Prior to joining Hexaware and commencement of your training program, you are required to join the Early Intervention Program (EIP) to be conducted by Hexavarsity and complete it successfully.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,  
For **HEXWARE TECHNOLOGIES LIMITED**

*Monica Mathur*

**Monica Mathur**  
Vice President, Recruitment-India & APAC

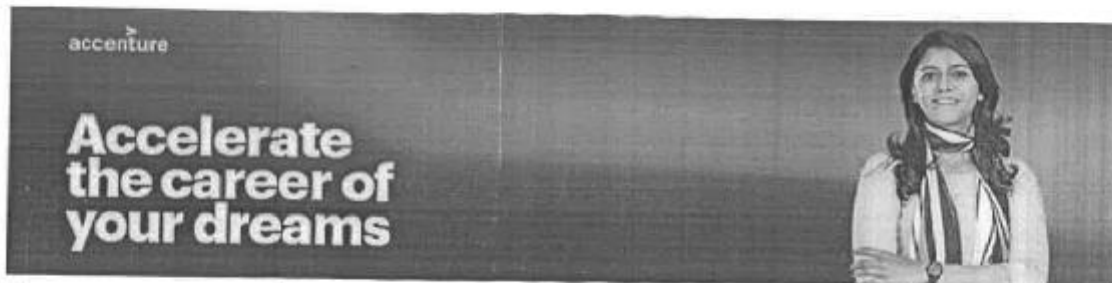


**HEXWARE TECHNOLOGIES LTD.**

Regd. office: Bldg No. 152, Millennium Business Park, Sector - 41, 'A' Block, TIC Industrial Area, Mahape,  
Navi Mumbai, 400710, Tel. : +91 22 6791 9595, Fax : +91 22 6791 9500  
(CIN) : L72900MH1992PLC069662 URL: [www.hexaware.com](http://www.hexaware.com)



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To,

**Name :** Sai Manoj Varma Buddharaju

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Sai Manoj Varma Buddharaju,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
  - The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
    - Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
    - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
    - On successful completion of the program and clearance of the Technology fundamental

6/18/2021

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[https://wipro.icms.com/forms?module=Forms&action=showForm&view=html&form=elite\\_offer\\_letter\\_template&user=20994266&item=65...](https://wipro.icms.com/forms?module=Forms&action=showForm&view=html&form=elite_offer_letter_template&user=20994266&item=65...)



### APPOINTMENT LETTER

June 4, 2021

Dear Chaduvula Vinay,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

#### **1. Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

#### **2. Compensation:**

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure V. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other



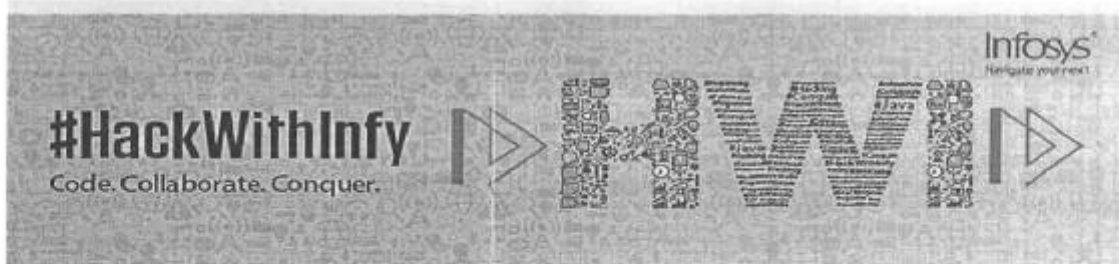
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## HackWithInfy 2020: Pre-placement Interview Results

1 message

HackWithInfy <HackWithInfy@infosys.com>  
To: cheepurupalli.vasanthkumar@gmail.com <cheepurupalli.vasanthkumar@gmail.com>

Mon, Nov 23, 2020 at 5:17 PM



Dear Cheepurupalli Vasanthkumar Kumar,

Hope you and your loved ones are doing well.

Thank you for participating in the pre-placement interview that was offered to you for your remarkable performance in HackWithInfy 2020. The evaluation for the pre-placement interview round has been completed.

Congratulations! You have been shortlisted for the Systems Engineer - Specialist role at Infosys after successfully clearing the pre-placement interview round.

In case you have any query, please write to us at [HackWithInfy@infosys.com](mailto:HackWithInfy@infosys.com). Please note, HackWithInfy related mails to any other Infosys email addresses will not be responded to.

We will share the joining process with you in the due course of time. We look forward to welcome you into our Infosys family.

Stay safe. Stay strong.

Warm regards,

Team HackWithInfy

Infosys Ltd.

10/1/22, 12:35 PM

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Gmail - Wipro Offer Letter



Cherukuri Shivani <cherukurishivani8899@gmail.com>

## Wipro Offer Letter

1 message

campus offerletters <wipro+email+1akyt-6aa8b01bb4@talent.icims.com>  
Reply-To: campus offerletters <wipro+email+1akyt-6aa8b01bb4@talent.icims.com>  
To: cherukurishivani8899@gmail.com

Thu, Jun 3, 2021 at 1:17 AM

June 3, 2021

Dear Cherukuri Shivani,

Congratulations! We are pleased to offer you the position of **Project Engineer** at Wipro.

Please click on the link below to review and accept your offer letter at the earliest.  
**Click to Complete**

We request you to accept the iCIMS Offer Letter within 10 days from the receipt of the offer Letter, failing which we will be forced to infer that you are no longer interested to be a part of Wipro fresher hiring process. To save your copy of Offer Letter, please open this email on desktop/ laptop, login to above mentioned acceptance link, click on signature check box, -> Click on "Submit and Print" -> Click on "web browser" -> ctrl+P -> save as pdf -> save -> select destination on your system to download.

**Note: You will not be able to access the Offer Letter again if you close the window without saving your Offer Letter as the link will expire and you will no longer be able to access the link to open offer page to download the offer letter.**

Your Login Information:

Login Name: **cherushiva20926733**

(If you do not know your password, you can reset it by clicking here.)

If you have any questions about the details of your offer or about employment at Wipro, please reach out to [onboarding\\_helpdesk@wipro.com](mailto:onboarding_helpdesk@wipro.com)

Thanks and Regards,  
Campus Offer Generation Team  
(Global Campus Hiring Team | Wipro Limited)

This message was sent to cherukurishivani8899@gmail.com. If you don't want to receive these emails from this company in the future, please go to:  
<https://wipro.icims.com/icims2/?r=813B20926733&contactId=7209848>

© Wipro Limited, Doddakannelli, Sarjapur Road Bengaluru 560 035 IND





Strictly Private and Confidential

Date:07-Aug-2021

LakshmiPriya Chikkala  
C9869638

Ainapuramold post office streetDN:5-96Mummidivaram MandalEast Godavaripin:533216  
9515736283

Dear LakshmiPriya Chikkala,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: ed0321ac-8dbc-4cd1-884b-2f8fa0abb465\_1  
Signed By: Mahesh Vasudeo Zurale

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HRD/3T/1001674754/21-22

Mr. Venkata Krishna Reddy Chittela  
9-283/2,Perumalla Vari Street,9Th Ward  
Kanigiri,Prakasam Dt  
Kanigiri-523230  
India

Ph: +91-9121076624

Dear Venkata Krishna Reddy,

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: 2021.06.30 11:58:42 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

6/8/2021

[https://wipro.icims.com/forms?module=Forms&action=showForm&view=html&form=elite\\_offer\\_letter\\_template&user=20922456&item...](https://wipro.icims.com/forms?module=Forms&action=showForm&view=html&form=elite_offer_letter_template&user=20922456&item...)



**APPOINTMENT LETTER**

June 8, 2021

Dear PRAVALLIKA DOWLURI,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

**1. Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

**2. Compensation:**

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure V. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

**3. Other Benefits:**

You will also be eligible for:

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August 18, 2021

HRD/NOBA/1002212221

Mr. Ramesh Kaduluri  
Dno- 12-21-148 Asr Colony  
Near Ramalayam Yelamanchili Visakhapatnam  
Vishakhapatnam - 531055  
Andhra Pradesh  
India  
Ph: (91) 93987 31653

Dear Ramesh,

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

Here are the terms and conditions of our offer:

#### Joining

Your scheduled date of employment with us will be **September 20, 2021**.

#### Location

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

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

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

#### Training Period:

The training program will consist of classroom training and on-the-job training. The duration of the classroom 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 six 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 - III.



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Date: 27<sup>th</sup> May 2021

Name : Kakara Deepthi

Address : D/o Kakara Yerrayya,  
39-30-6/1 Gandhi Nagar Marripalera  
Visakhapatnam Andhra Pradesh 5.0018

Conditional Letter of Intent – Graduate Engineer Trainee

Dear Kakara Deepthi,

With reference to your application and subsequent interview you had with us, we intend to make a conditional offer of employment to you with Infinite Computer Solutions for the position of Graduate Engineering Trainee and on subsequent completion of your engineering graduation with no backlogs, you would be appointed as Associate Software Engineer (ASE) with a CTC of 3.5 Lakh per Annum.

The broad terms and conditions of your employment is mentioned below:

- Upon joining your base location will be either Bangalore/Chennai, however, should be open to work in any locations of Infinite including its client locations.
- You should be open for working in any role in software services/ product development like Development or Testing, Business Analysis etc.,
- You will undergo an internship program for 3 - 6 months (may change, depending on the business requirement) at Infinite with effect from 9<sup>th</sup> June 2021.
- During the internship program, you will be designated as "Graduate Engineering Trainee" and offered a stipend of INR 14000 per month (inclusive of TDS).
- Upon completion of your internship /exams, you will be designated as "Associate Software Engineer".
- You would be required to sign a service agreement for a period of 36 months from the start date of the internship program. If you leave the organization before the completion of the agreement period then you will have to pay penalty amount towards early exit, totaling to the amount invested by the organization on your training and skills development as mentioned in the Service Agreement.
- You would be required to submit 2 undated cheque leaves of INR 1.5 lakh each from your personal Infinite salary account and original educational documents as per the service agreement. The same will be returned on completion of service agreement period.

On the day of your reporting, you are required to submit the following documents:

1. Original documents (SSLC, FUC Marksheets, Degree/ Graduation Marks cards)
2. Photocopy of the above documents.
3. Documentary evidence of date of birth, address proof, ID proof (PAN, Passport, Aadhar Card)
4. Four passport size colored photographs.
5. Copy of updated resume

The compensation structure and other terms and conditions of your employment would be as per the Appointment letter that would be issued to you on completion of Internship period.

For Infinite Computer Solutions India Ltd,

*Vijaya Ganugapati*  
Vijaya Ganugapati  
Vice President - Human Resources

Please confirm that you have read, understood and agree to the above Terms of Employment by signing below

Name: Kakara Deepthi  
Signature: K. Deepthi  
Date: 28-05-2021

Infinite Computer Solutions India Pvt. Ltd.  
Head Office: Bangalore, Karnataka  
Tel: +91 80 317126510144

Customer Office  
107, 13th Floor, 1st Phase 2, 9th Main Road,  
Ward No. 3, Kogaluru - 500008

Regional Office  
15th, 16th Floor, 2nd Phase, 20th Main Road,  
Bhimavaram, East Godavari - 515001

Website: [www.infinite.com](http://www.infinite.com) | Email: [hr@infinite.com](mailto:hr@infinite.com)

Tel: +91 80 317126510144 | Fax: +91 80 317126510144

Tel: +91 81 46150046 | Fax: +91 81 46150046

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HRD/FINALSEMTRG/2021/B2-635

February 7, 2021

Kanithi Meenakshi.

Anx Neerukonda Institute of Technology and Science

Dear Kanithi,

This is in reference to the Internship Program ('Program' hereinafter) offered to you by Infosys Limited ('Infosys' hereafter), a corporation incorporated and existing under the laws of India and having its primary place of business at Electronics City, Hosur Road, Bangalore 560 100, India, in accordance with the terms of the Internship Agreement executed between you and Infosys on [date]. The details of the Program are as follows:

1. Program Date : February 15, 2021
2. Duration of the program : 13 Weeks
3. Mode of Internship : Online

You will be entitled to get a **Stipend** of Rs. 10,000/- per month during the Program. You would also be covered under the Personal Accident Insurance and Hospitalization Insurance Policy of Infosys for the duration of your Program. If you require additional coverage, you would need to obtain this in your personal capacity.

For the duration of the Program, you will be required to adhere to certain policies / practices that are applicable to employees of Infosys, including but not limited to the Intern's obligations as per the Internship Agreement. Additionally, you may be required to sign agreements with Infosys, at the sole discretion of Infosys, relating to protection of Infosys's confidential and proprietary information. Infosys disclaims all liability and responsibility for acts or omissions by you that are in violation of any law, guideline, rule or regulation.

Please note that the Internship Agreement may be terminated by Infosys as per Clause 6 of the said Agreement.

Please sign this letter, the Internship Agreement and the undertakings, attached herewith and send across a scanned copy of the same to [Infosys.LPCampus@infosys.com](mailto:Infosys.LPCampus@infosys.com) before 15<sup>th</sup> February 2021. You are also required to send the signed hard copy of this letter, the Internship Agreement, and the attached undertakings to Infosys's office at Electronics City, Hosur Road, Bangalore 560 100, India before 22<sup>nd</sup> February 2021

You are requested to read and retain the instructions attached to this letter..

If there are any changes to the terms and conditions mentioned above, we will revert with another letter as soon as possible.

Thanking you,

Yours sincerely,

**RICHARD LOBO**

EVP and Head Human Resources – Infosys Limited



sub.

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192746360/Hyderabad**  
**Date: 11/01/2021**

Ms. Jahnavi Karanam  
Flat No-402, Adhilakshmi Apartments New Colony,  
Opposite Srmt Travels,  
Srikakulam-532001,  
Andhra Pradesh,  
Tel# 91-9959252954

Dear Jahnavi Karanam,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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TCSL/CT20192746360

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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021



Strictly Private and Confidential

Date:27-Jul-2021

Nagavinith Koruprolu  
C9815927

H No 1-65, Up street, Bayyavaram Village, Kasimkota, Visakhapatnam, Andhra Pradesh-531031  
9989352273

Dear Nagavinith Koruprolu,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

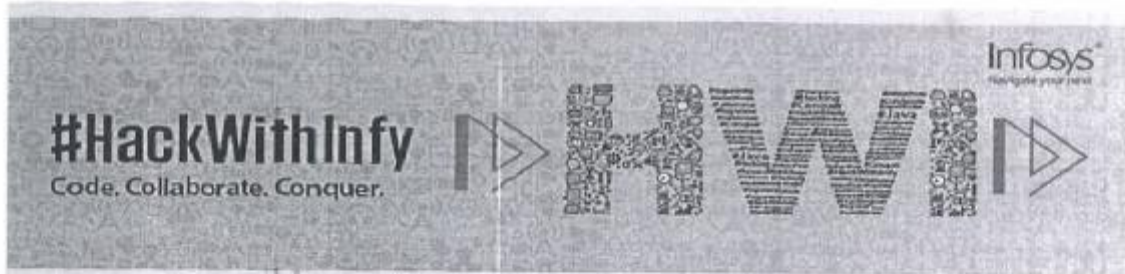
1

candidate's Signature

Reference Id: a4c3befef-7900-4e2b-8b9a-48d90684b8c6\_1  
Signed By: Mahesh Vasudeo Zurale



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Dear Abhi Ram,

Hope you and your loved ones are doing well.

Thank you for participating in the pre-placement interview that was offered to you for your remarkable performance in HackWithInfy 2020. The evaluation for the pre-placement interview round has been completed.

Congratulations! You have been shortlisted for the Special Programmer role at Infosys after successfully clearing the pre-placement interview round.

In case you have any query, please write to us at [HackWithInfy@Infosys.com](mailto:HackWithInfy@Infosys.com). Please note, HackWithInfy related mails to any other Infosys email address will not be responded to.

We will share the joining process with you in the due course of time. We look forward to welcome you into our Infosys family.

Stay safe. Stay strong.

Warm regards,

Team HackWithInfy

Infosys Ltd.



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Date:16-Dec-2020

To

Md Hafsha Firdous  
INDIA

Dear Md Hafsha Firdous,

**Sub: Offer of Training and Employment**

1. This has reference to the selection process for employment opportunity at Mindtree in the campus of Kalinga.
2. We take pleasure in informing you that you have been selected for appointment in Mindtree as an JUNIOR ENGINEER in the competency Level C subject to the following terms and conditions.

2.1. a) You should complete the Degree which you are now pursuing without any backlog (subjects where you have not obtained the passing marks) at the time of joining

b) Secure 60% aggregate in the degree. Aggregate is calculated as follows:

$$\text{Aggregate} = \frac{\text{(Total of marks obtained in all the subjects from the first to last semester)}}{\text{(Total of maximum marks in all the subjects from first to last semester)}}$$

$$\text{Aggregate \%} = \text{Aggregate} * 100$$

c) Provide a copy of the degree certificate or provisional degree certificate along with mark sheets of all semesters on your day of joining.

2.2. You shall initially undergo training at Mindtree, Kalinga, Bhubaneswar, Odisha and undergo Orchard Learning Programme conducted by Mindtree, Kalinga which helps you to transition to the Corporate world of technology solutions. The details of the programme are provided separately.

2.3. Your joining location would be Mindtree Kalinga, Bhubaneswar and joining date would be communicated in subsequent mails.

*M. Hafsha*

M.Hafsha | Dec 16, 2020 11:50 GMT-5:30

Mindtree Ltd T +91 80 6706 4000  
RVCE Post, Mysore Road F +91 80 6706 4100  
Bangalore 560 059 W www.mindtree.com

Candidate No.: TN/80016123/20

156.

Dear Nidamarthi Satya Sai Rama Chandra,

Thank for participating in the Infosys Certification program.

**Congratulations! You have cleared the interview round to receive a final job offer for Systems Engineer Specialist role through the Infosys Certification upgrade test.**

Please note, this is a conditional job offer subject to your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please contact your placement office or write to us at [InfyTQ@infosys.com](mailto:InfyTQ@infosys.com).

We will share the joining process with you in the due course of time. We look forward to welcome you into our Infosys family

Best regards,

Talent Acquisition

Infosys

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Scanned with CamScanner



Dear Pratyusha Suria,

Mindtree strives to be a leader in using digital technologies in everything we do, and this helps us in building a sustainable business. In this regard, please find attached your offer letter. This takes us to the next level of digital evolution in making a paperless office by implementing digital signature. As a next step, you should be digitally accepting this offer letter for your candidature with Mindtree to be processed further and completing your on-boarding activity.

Wishing you all the very best! Welcome to possible!

**Please click here to view and sign the offer letter.**

**Note: This letter is valid for a period of five days from the date mentioned in this offer.**

Regards,  
Mindtree Talent Acquisition





**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203294540/Hyderabad**  
**Date: 11/01/2021**

Ms. Pushpa Moulika Saripalli  
51-9-35, Flat No-301, Amaravathi Haveli Maddilipalem,  
Jayabheri Road,  
Visakhapatnam-530013,  
Andhra Pradesh.  
Tel# 91-7995087099

Dear Pushpa Moulika Saripalli,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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TCSL/CT20203294540

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

Deccan Park, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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Date 27<sup>th</sup> May 2021

Name : Sasumana Rahul

Address : S/o Sasumana Symba Sundara Rao,  
13-3-266, Rotary Nagar, Kasibugga Palasa Mandal  
Srikakulam, Andhra Pradesh-532222

Conditional Letter of Intent - Graduate Engineer Trainee

Dear Sasumana Rahul,

With reference to your application and subsequent interview you had with us, we intend to make an conditional offer of employment to you with Infinite Computer Solutions for the position of Graduate Engineering Trainee and on subsequent completion of your engineering graduation with no backlog, you would be appointed as Associate Software Engineer (ASE) with a CTC of 3.5 Lakh per Annum.

The broad terms and conditions of your employment is mentioned below.


- Upon joining your base location will be either Bangalore/Chennai, however, should be open to work in any locations of Infinite including its client locations.
- You should be open for working in any role in software services/ product development like Development or Testing, Business Analysis etc.
- You will undergo an internship program for 3 - 6 months (may change, depending on the business requirement) at Infinite with effect from 9<sup>th</sup> June 2021.
- During the internship program, you will be designated as "Graduate Engineering Trainee" and offered a stipend of INR 14000 per month (inclusive of TDS).
- Upon completion of your internship /exams, you will be designated as "Associate Software Engineer".
- You would be required to sign a service agreement for a period of 36 months from the start date of the internship program. If you leave the organization before the completion of the agreement period then you will have to pay penalty amount towards early exit, totaling to the amount invested by the organization on your training and skills development as mentioned in the Service Agreement.
- You would be required to submit 2 undated cheque leaves of INR 1.5 lakh each from your personal/ Infinite salary account and original educational documents as per the service agreement. The same will be returned on completion of service agreement period.

On the day of your reporting, you are required to submit the following documents

1. Original documents (SSLC, P.U.C Marksheet, Degree/ Graduation Marks cards)
2. Photocopy of the above documents.
3. Documentary evidence of date of birth, address proof, ID proof (PAN, Passport, Aadhar Card)
4. Four passport size colored photographs
5. Copy of updated resume

The compensation structure and other terms and conditions of your employment would be as per the Appointment letter that would be issued to you on completion of Internship period.

For Infinite Computer Solutions India Ltd,

  
Vijaya Ganugapati  
Vice President - Human Resources

Please confirm that you have read, understood and agree to the above Terms of Employment by signing below

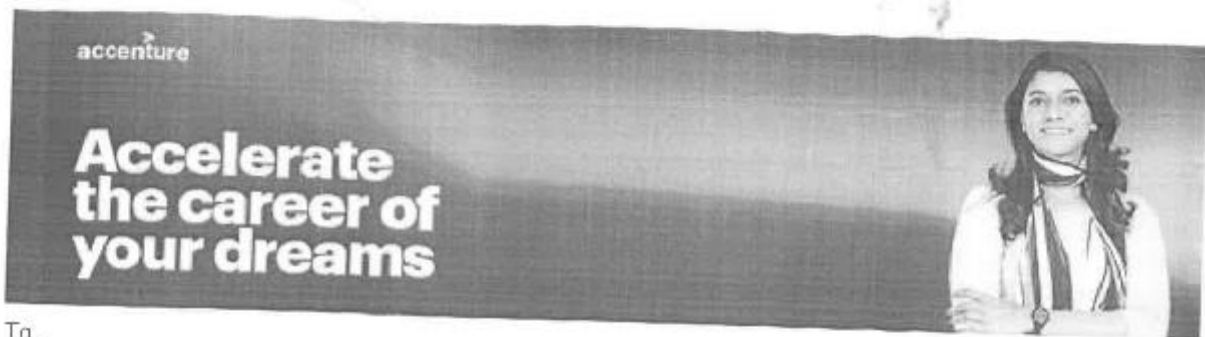
Name: SASUMANA RAHUL  
Signature: S. Rahul  
Date: 28th MAY 2021

Computer Solutions (India) Limited  
Inf. | info@infinite.com  
100, 1999PL0171077  
infinite.com | info@infinite.com

Corporate Office  
# 107, 4th Floor, Phase 2, Mundstehalli  
Whitefield, Bangalore - 560006  
☎ +91 80 4193 0000 ☎ +91 80 4193 0009

Registered Office  
100, 1999PL0171077  
Brigade Green Plaza, New Delhi - 110002  
☎ +91 11 4613 0040 ☎ +91 11 4613 0040

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To,

Name : Sheema Patro

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Sheema Patro,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit the prerequisites / documents. The Offer release will be contingent upon successful verification of documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Or Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.

- The training module of this program is typically made available to potential new joiners at least 7 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
  - Under the program, the learning modules hosted on a technology platform will prepare potential new joiner to be code ready.
  - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
  - On successful completion of the program and clearance of the Technology fundamental

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**BE YOURSELF,  
MAKE A DIFFERENCE.**

accenture

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Date:26-Jun-2021

Sheema Patro  
C9686781

Sheema Patro C/O V H M Patro Sri Lakshmi Residency 1, Door no:36-92-184/B1 Flat no.- TF301, ASSR Nagar  
Backside of govt polytechnic college, Kanchrapalem, Visakhapatnam, Andhra Pradesh Pin code - 530008  
9063280558

Dear Sheema Patro,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group - Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Reference Id: c91b90c4-70d2-4fa0-9f9f-4d5b28b0ee59\_1  
Signed By: Mahesh Vasudeo Zurale





Dear Dinesh Somaraju,

Hope you and your loved ones are doing well!

Thank you for participating in the pre-placement interview that was offered to you for your remarkable performance in HackWithInfy 2020. The evaluation for the pre-placement interview round has been completed.

Congratulations! You have been shortlisted for the Systems Engineer - Specialist role at Infosys after successfully clearing the pre-placement interview round.

In case you have any query, please write to us at [HackWithInfy@infosys.com](mailto:HackWithInfy@infosys.com). Please note, HackWithInfy related mails to any other Infosys email address will not be responded to.

We will share the joining process with you in the due course of time. We look forward to welcome you into our Infosys family.

Stay safe. Stay strong.

Warm regards,

Team HackWithInfy  
Infosys Ltd



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**Offer: Computer Consultancy**  
**Ref: TCSL/DT20206803410/Hyderabad**  
**Date: 10/01/2021**

Ms. Aakanksha Sreeram  
Sf-4Undavelli Junction ,Near Car Care Car Wash ,Balaji Residency ,Sf4,Guntur District,  
Undavelli,  
Vijayawada-522501,  
Andhra Pradesh,  
Tel# 91-9490741916

Dear Aakanksha Sreeram,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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TCSL/DT20206803410

**TATA CONSULTANCY SERVICES**  
**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203497311/Hyderabad**  
**Date: 11/01/2021**

Ms. Gnanasri Sunkara  
Door No:6-68Doorno:6-68,Gandhinagar , Reddipalli Agraharam,  
Padbhanabam Mdl,  
Vishakapatnam-531219,  
Andhra Pradesh.  
Tel# 91-9704191056

Dear Gnanasri Sunkara,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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TCSL/CT20203497311

1

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com

HYUNDAI  
MOBIS

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## Mobis India Limited

(Unit-2) Mobis Technical Centre of India  
7th & 8th Floor (Part) of Building No : 12B  
Sundew Properties Ltd. IT/ITES SEZ, Mindspace  
Madhapur Village, Serilingampally (M), R.R. Dist.,  
Hyderabad - 500 081, Telangana State - INDIA  
www.mobis.co.kr/india  
Tel: + 91 - 40 - 67203000 Fax: +91 - 40 67203099

### Annexure-C

#### 01. Probation Period:

You will be on probation period for a period of one year from the date of joining. During the probation period, you will go through the training program, which will consist of classroom training and on-the-job training. Your confirmation will be based on your performance during the probation period and making positive contribution to the Company's objectives. Based on your performance and business requirements, period of probation can be extended for a further period of six months or part thereof. Your continued employment with the Company is subject to your meeting the qualifying criteria during and at the end of the probation period.

#### 02. Service Agreement:

Our offer to you as **Graduate Engineer Trainee (GET)** is subjected to the execution of the necessary Service Agreement. You will be required to complete the formalities of the Service Agreement at the time of joining. The Service Agreement details the scope, terms and conditions of your employment and the contractual obligation to be with Mobis India from the date of your joining and up to a period of 3 years from the date of joining Mobis India Limited, Hyderabad. During your employment period, break of the service agreement will lead to legal procedure/financial impact or both.

Please note that the non-execution of Service Agreement at the time of your joining may result in denial to join in the services of the Company.

#### 03. Date of Joining Extension

As per the Company policy, only one extension request in Date of Joining would be granted based on the medical exigencies. The extension can be done for a maximum period of one month from the initial date of joining.

Please note that any request for extension must be supported with documentary evidence (Medical records and certificate). The Company will review the documents provided on Case to Case basis and we may extend the Date of Joining based on business requirements. All such requests for the date of joining extension have to be made at least a week before the initial date of joining. Granting this extension is solely at the discretion of the Company.

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

\_\_\_\_\_  
Name in Capital Letters

\_\_\_\_\_  
Signature

*Please note: - This is an offer letter and this will be null and void if the candidate did not accept the offer within the mentioned timeline. Original hard copy of the Appointment letter will be issued to the associate at the time of joining.*

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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192641942/Hyderabad**  
**Date: 11/01/2021**

Ms. Sai Sampath Gowri Vajja  
D.No:2-85 PeddaveedhiPeddaveedhi,  
Routhupuram,  
Srikakulam-532212,  
Andhra Pradesh.  
Tel# 91-9441595711

Dear Sai Sampath Gowri Vajja,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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**TCSL/CT20192641942**

**TATA CONSULTANCY SERVICES**  
**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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INTERNSHIP LETTER

jahnavi vuyyuri  
3-32-1,siva enclave,kothapeta,sai mandir  
Tuni - 533401  
AP  
IN

Dear jahnavi,

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

Your internship with the Company will be subject to your acceptance of this Internship Letter and the terms and conditions set forth hereinbelow on or before 10 business days in the manner provided for by the Company.

Upon your acceptance of this Internship Letter, the same shall form a valid and binding agreement between Amazon India and you, and you shall be bound by the terms and conditions stipulated herein below.

**1. Date of Commencement**

Your internship with Amazon India will commence on **01-Mar-2021** and shall end as per the provisions contained in Section 12 herein below. The said duration of internship shall hereinafter be referred to as the "Term".

**2. Duties**

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

REGISTERED OFFICE :

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



L02

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203488588/Hyderabad**  
**Date: 11/01/2021**

Ms. Jagadeeswari Bhoomireddy  
65-6-447 Ganapathi Nagar,  
Gajuwaka,  
Visakhapatnam-530026,  
Andhra Pradesh.  
Tel# 91-9100875797

Dear Jagadeeswari Bhoomireddy,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentive (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplor Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

**TCS Confidential**  
**TCSL/CT20203488588**

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited



Strictly Private and Confidential

Date:17-Jun-2021

Satyanarayana Torati  
C9650936

3-207/2,padamati khandrika,Angara,Kapileswarapuram mandal,East godavari  
8977169990

Dear Satyanarayana Torati,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



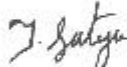
Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

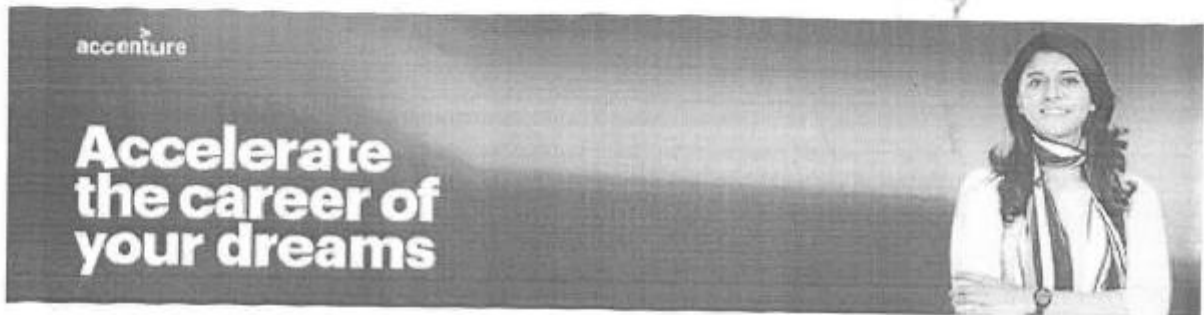
Version 2.1 (Feb 2021)

1

  
candidate's Signature

Reference Id: 2781cae1-6b0d-41ca-b18a-14038a12c28c\_1  
Signed By: Mahesh Vasudeo Zurale





To,

Name : Gangareddula Nikhil

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Gangareddula Nikhil,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit the prerequisites / documents. The Offer release will be contingent upon successful verification of documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in the candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiner unique learning experience, Accenture proposes a learning module - Technology Fundamentals Or Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
  - The training module of this program is typically made available to potential new joiners at least 15 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
    - Under the program, the learning modules hosted on a technology platform will prepare potential new joiner to be code ready.
    - Post onboarding/joining Accenture, and after the induction the potential new joiner will need to pass through the Technology fundamental assessment (based on the pre on-boarding online learning program).
    - On successful completion of the program and clearance of the Technology fundamentals



L10.

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203294512/Hyderabad**  
**Date: 11/01/2021**

Mr. Bala Surya Viswanadh Palanki  
Flat S4 Ganeesh Residency Behind Aditya Enclave Vuda Colony Vinayak Nagar,  
Near Adarsh Ground,  
Visakhapatnam-530026,  
Andhra Pradesh.  
Tel# 91-9393101920

Dear Bala Surya Viswanadh Palanki,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentive (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplor Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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**TCSL/CT20203294512**

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

11/23/21, 5:02 PM

[https://wipro.ics.com/terms?module=Form&action=showForm&view=html&offer=alle\\_offer\\_letter\\_template&use=21890083&item=3581628&token=4436ab01-9888-45e7-9a61-b55bc2ea570...](https://wipro.ics.com/terms?module=Form&action=showForm&view=html&offer=alle_offer_letter_template&use=21890083&item=3581628&token=4436ab01-9888-45e7-9a61-b55bc2ea570...)

CVV



November 23, 2021

**APPOINTMENT LETTER**

Dear ponanna Govtham,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

**1. Appointment Details:**

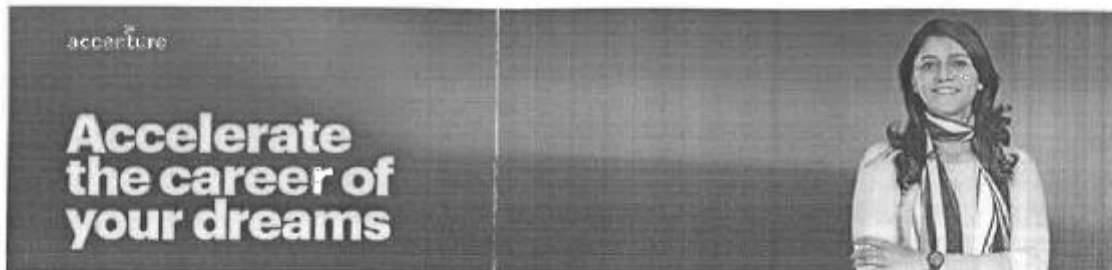
- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

**2. Compensation:**

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet

[https://wipro.ics.com/terms?module=Form&action=showForm&view=html&offer=alle\\_offer\\_letter\\_template&use=21890083&item=3581628&token=4436ab01-9888-45e7-9a61-b55bc2ea570&conf=6306a2d980...](https://wipro.ics.com/terms?module=Form&action=showForm&view=html&offer=alle_offer_letter_template&use=21890083&item=3581628&token=4436ab01-9888-45e7-9a61-b55bc2ea570&conf=6306a2d980...) 1/13



To,

**Name :** Neeli Sri Krishna Sai Teja

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Neeli Sri Krishna Sai Teja,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.

- The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
  - Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
  - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
  - On successful completion of the program and clearance of the Technology fundamental



10/31/22, 2:49 PM

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Dear Adduri Maruthi Siva Rama Raju,

Thank you for participating in the Infosys Campus Recruitment Program for 2020-21.

Congratulations! You have cleared the interview round to receive a final job offer for Digital Specialist Engineer role. The compensation for this role is INR 5 lakhs per annum.

Please note, this is a conditional job offer subject to your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please write to us at [TalentAcquisition@infosys.com](mailto:TalentAcquisition@infosys.com).

You will soon hear from us about the next steps of the process. We look forward to welcoming you into our Infosys family.

Best regards,

Talent Acquisition

Infosys

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Offer: Computer Consultancy  
Ref: TCSL/DT20206803800/Hyderabad  
Date: 11/01/2021

Ms. Srinivasa Priya Guju  
D.No: 51-4-B/1, Opp Mro Office, Nakkavanipalem, Visakhapatnam-13Nakkavanipalem,  
Seethammadhara,  
Visakhapatnam-530013,  
Andhra Pradesh.  
Tel# 91-9849379719

Dear Srinivasa Priya Guju,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

TCS Confidential  
TCSL/DT20206803800

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

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

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

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

1999 200 2111 Email: careers@tcs.com

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HRD/3T/1001713302/21-22

Ms. Angati Yamini  
16-200/1, Yata Vecdhi  
Old Gopalapatnam, Visakhapatnam  
Vishakhapatnam-530027  
India

Ph: +91-9346815320

Dear Angati,

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: 2021.07.15 18:43:05 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

2

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**Infosys**<sup>®</sup>  
Navigate your next  
July 15, 2021

HRD/3T/1001714545/21-22

Mr. Bhargava B  
4-8-32/12 FLAT NO -102 AJAY RESIDENCY DURGA NAGAR  
MADHURAWADA  
Vishakhapatnam-530048  
India

Ph: +91-9494647070

Dear Bhargava,

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: 2021.07.15 11:40:33 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*





Strictly Private and Confidential

Date:17-Jul-2021

Dasamantharao Jayanth  
C9774394

Flat No 401, Srinivasa Enclave, Susarla Colony, Baji Junction, Visakhapatnam, 530027.

9398681805

Dear Dasamantharao Jayanth,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

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**Infosys**<sup>®</sup>  
Navigate your next  
July 15, 2021

HRD/3T/1001726951/21-22

Mr. Erusu Venu Venkata Surendra Reddy  
51-14-3/1  
Nakkavanipalem, Seethamadhara  
Vishakhapatnam-530013  
India

Ph: +91-8106747673

Dear Erusu,

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: 2021.07.15 11:42:29 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

317126514016

5

APSEB

**APSEB POWER DISTRIBUTION COMPANY OF A.P. LIMITED**

Office of the Superintending Engineer,  
Operation Circle, Vizianagaram

Processing No SEPO/VZM/Adm/PQ/AGCS/D No.069/21, dated 31-05-2021

Sub: APEPDCL - Operation Circle/VZM - Providing of employment to the dependent of retired employee on Medical Invalidation - Approved for appointment to the post of **Junior Assistant** by Selection Committee on 31.05.2021 under compassionate grounds - Appointment orders - Issued.

Ref: 1) Memo.No.HRDAR/E-35172-4 File No.FPCOR-06901(02)02/2021/ART-1-CORU No.578023/2021, Dt.29.05.2021.  
2) DSC Dated 31-05-2021.

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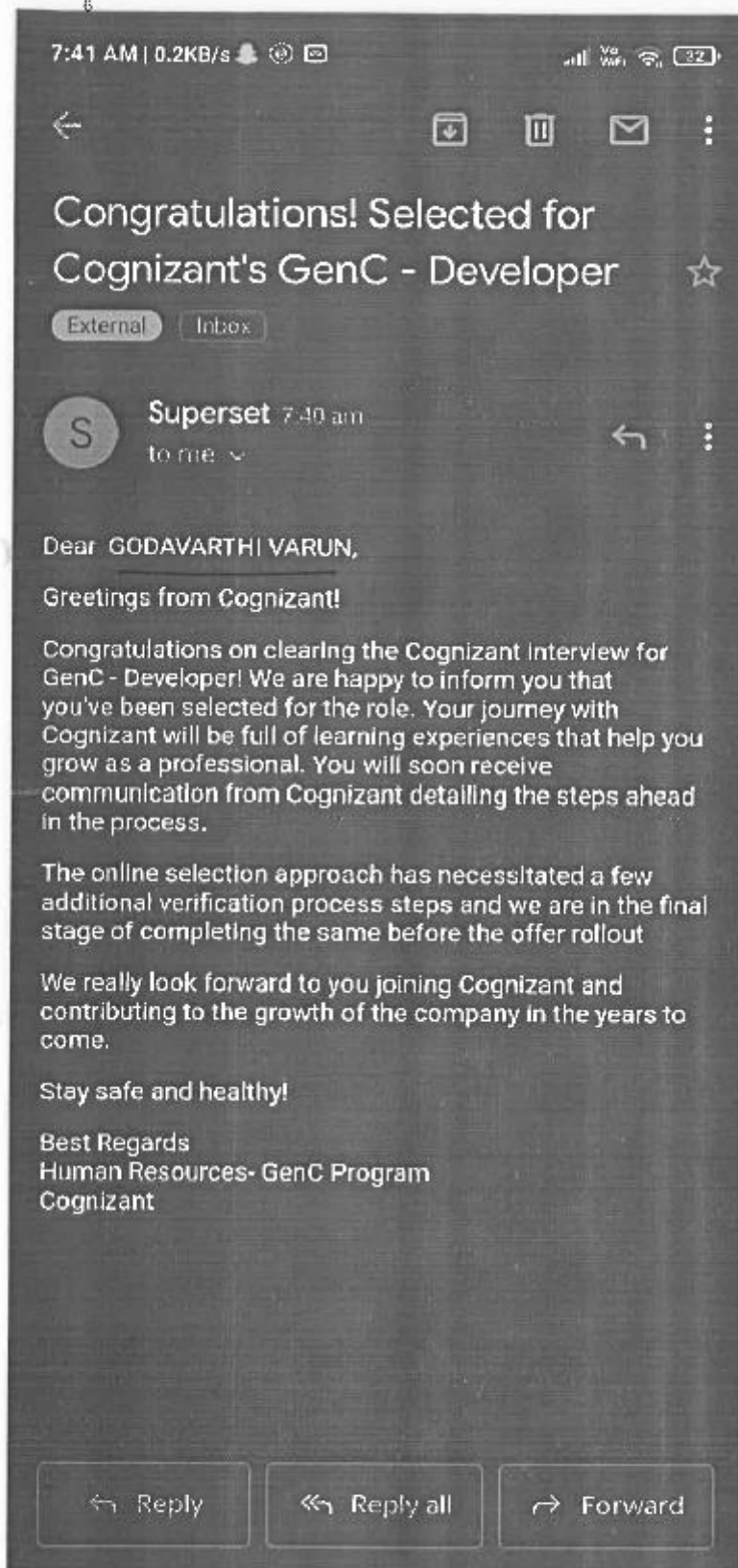
Under Regulation-14 (a) (1) of APSEB Service Regulations Part-II as adopted by APEPDCL, Sri Ganta Sai Deepak, S/o Sri Ganta Satyanarayana, Ex-LM/TDA/G.L.Puram/Parvathipuram retired on Medical Invalidation (20.03.2021) whose name is sponsored to consider for appointment under compassionate grounds and allotted to Operation Circle, Vizianagaram vide the above reference is temporarily appointed as Junior Assistant under Category-(a) of Class-III Services of APSEB Accounts Services in the time scale of Rs.27405-850-31655-1045-36880-1265-43205-1535-50880 with usual allowances sanctioned from time to time.

The individual now appointed as Junior Assistant is posted under the control of the Assistant Accounts Officer/ERO/Parvathipuram in the existing vacancy.

The appointment now ordered is subject to the following conditions:




1. The individual should produce the proof of passing of the Intermediate in original at the time of joining. He has to acquire Graduation qualification within 5 years from the date of joining in terms of orders issued vide EOO 38, Dt. 13.02.2014 and also to acquire certificate course in Computer Application / Office Automation (MS-Office) within 2 years from the date of issue of compassionate appointment in terms of orders issued vide EOO 136, Dt.24.05.2010 read with EOO MS No.65, Dt.25.03.2010.
2. The appointment now issued is subject to the receipt of the confirmation report from concerned authority regarding genuineness of the qualification acquired by the individual and verification of character and antecedents.
3. If the incumbent do not acquire the said qualification within two years from the date of appointment to the post of Junior Assistant till such period the services shall not be regularized. Annual grade increments shall not be released and Completion of Probation of Service in the cadre of Junior Assistant shall not be declared.
4. As and when the incumbent acquires the said qualification, his services shall be regularised and Annual Grade Increments will be released from the date of passing of the said qualification without any back benefits.
5. Appointment as Junior Assistant is temporary and is liable for termination at any time without notice (or) assigning any reason there for.
6. He should report for duty as Junior Assistant within 30 days from the date of receipt of this order, failing which the appointment orders are liable for cancellation.
7. The tripartite agreement entered into between APSEB, Government of AP and employees associations is not applicable to him and he shall at no stage be entitled to





Appointment Orders








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←    

**Congratulations! You have been selected to be part of Accenture!**  Inbox

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to me



**Accelerate the career of your dreams**



**See you soon at Accenture!**

Dear Bodavathi Varun,

You've made it! Congratulations on successfully completing our hiring process.

We are glad to extend our Letter of Intent (LOI) to confirm your selection. **You MUST accept our LOI within 2 days**, if not we will consider your withdrawal from our process.

Steps to follow for accepting LOI:

- Login to the portal with the Link and Credential provided in the User Credential mail received with this mail.
- You will be redirected to the Dashboard Page.
- Click on the My Task tab on the top.
- Select the Task assigned.
- Download and read the Letter of Intent for no confusion.
- Select the check box and click on submit button for accepting the offer.

For any queries you can login to the below link and go to help section - choose appropriate category to raise your queries.  
Link: <http://india-campus.accenture.com/indiahelp>

Your journey to the world of Accenture has just begun. See you soon!

Regards,  
Recruitment Team  
Accenture in India

Please note, that unless a formal employment offer is provided to candidate specifically determining the terms of employment with Accenture, nothing contained in this email or any identified precedences for the purpose of candidate's participation in the interview process shall be considered as an offer for employment by Accenture notwithstanding any contents or communications mentioned in process documents or links.

317126514019



To,

**Name :** Gollu Sai Shankar

**Re:** Important information post your clearance of the interview process during the Campus Visit

Dear Gollu Sai Shankar,

This confirms you have cleared the Initial interview process. Your Journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.

- The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
  - Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
  - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
  - On successful completion of the program and clearance of the Technology fundamental

10:53 AM

...258KB/s



317126514020

to me ▾

Dear Gopiseti Trilok,

Greetings from Cognizant!

Congratulations on clearing the Cognizant interview for GenC - Developer! We are happy to inform you that you've been selected for the role. Your journey with Cognizant will be full of learning experiences that help you grow as a professional. You will soon receive communication from Cognizant detailing the steps ahead in the process.

The online selection approach has necessitated a few additional verification process steps and we are in the final stage of completing the same before the offer rollout

We really look forward to you joining Cognizant and contributing to the growth of the company in the years to come.

Stay safe and healthy!

Best Regards  
Human Resources- GenC Program  
Cognizant

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→ Forward

Infosys®



July 26, 2021

HRD/3T/21-22/1001725757  
 Mr. Gopiseti Venkata Trilok  
 Candidate ID: 1001725757  
 50-3-4/2  
 Seethammampeta Main Road  
 Vishakhapatnam - 530016  
 Andhra Pradesh  
 India  
 Ph: (91) 99494 89267

Dear Gopiseti,

**SUB: LETTER OF INTENT TO HIRE**

Congratulations! Further to your application for Employment with Infosys Limited ('Company') and the subsequent selection process, we are delighted to communicate to you our intent to make you an offer for the position of **Systems Engineer** in Job Level 3 with the company. Your DoJ is **October 4, 2021** and you will receive the Letter of Appointment with all the elaborates soon.

This letter of intent would be superseded by a formal employment contract. The employment contract will detail out the scope, terms and conditions of your employment with the company, break up of your salary, proposed location of posting, date of joining etc.

Please be advised that our offer to you will be conditional upon you having successfully completed your graduation / post-graduation qualification and having completed all course requirements and examinations required for the award of the educational qualification mentioned by you in your application for employment with the Company. You are required to submit all marks sheets and other relevant documents (if any), on the day you join the Company. Further, you should have been declared as passed by the relevant examination authority. Please note that the determination of the adequacy or authenticity of all or any of the proofs and any condoning delay in submission of the same will be at the Company's absolute and sole discretion.

Should you meet the conditions of employment, your **Total Gross Salary** includes a Performance Incentive and will be **INR 360000** per annum. The complete breakdown of the compensation and increment will be provided in the Letter of Appointment.

This is a letter of intent only. It is not intended to be, and shall not constitute in any way a binding or legal agreement, or impose any legal obligation or duty on either you or the Company. Should you have any questions regarding the above, please do not hesitate to write to us at [offer\\_update@infosys.com](mailto:offer_update@infosys.com).

Welcome to Infosys Ltd. We are confident you will be able to make a significant contribution to the success of Infosys Limited. We wish you a long, rewarding and fulfilling career and look forward to working with you.

Yours sincerely,

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



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## **APPOINTMENT LETTER**

February 23, 2022

Dear Revanth Kandregula,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

### **1. Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

### **2. Compensation:**

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

relevant criteria.

### 3. Other Benefits:

You will also be eligible for:

- a. Leave, holidays and working hours as applicable to your stream and location of posting.
- b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.
- c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.
- d. Leave Travel Assistance (LTA) as per the Company's policy.
- e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.
- f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.
- g. Please refer to the detailed policies in the Company's intranet portal i.e. [mywipro.wipro.com](https://mywipro.wipro.com)

### 4. Responsibilities:

- a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.
- b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.
- c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.
- d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

### 5. Conflict of Interest:

- a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.
- b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.
- c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:
  - i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
  - ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
  - iii. Any existing employee to become associated with, or perform services of any type for any third party.
- d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

**6. Confidentiality:**

- a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).
- b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

**7. Assignment of Intellectual Property**

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

**8. Non-Compete**

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

**9. General:**

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

- a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.
- b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.
- c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.
- d. Your appointment shall be treated as withdrawn in case:
  - i. You have not scored minimum aggregate marks of 60% in your 10<sup>th</sup> Standard or equivalent education.
  - ii. You have not scored minimum aggregate marks of 60% in your 12<sup>th</sup> Standard or equivalent education.
  - iii. For Graduates: You have not scored minimum aggregate marks of 80% in your graduation.
  - iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation

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and 60% in post-graduation.

v. You have any pending backlogs/ arrears on the date of appointment.

**Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.**

#### 10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least 12 months** commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall be liable to pay to the Company liquidated damages of up to Rs. 75,000/- (Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

#### 11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

#### 12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,  
For Wipro Limited,



**Aparna Shailen**  
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

#### ANNEXURE I

[https://wipro.icims.com/forms?module=Forms&action=showForm&view=html&form=File\\_Offer\\_Letter\\_Template\\_2022&user=23738168&item=516014](https://wipro.icims.com/forms?module=Forms&action=showForm&view=html&form=File_Offer_Letter_Template_2022&user=23738168&item=516014)

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### **DECLARATION ON CONFLICT OF INTEREST**

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

**Noted below are a few examples of conflict of interest:**

- a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.
- b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.
- c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.
- d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.
- e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

### **Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders**

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: [policyclearinghouse@wipro.com](mailto:policyclearinghouse@wipro.com).
2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:
  - a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.
  - b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.
  - c. Unauthorized disclosure or communication of UPSI.
  - d. Procuring any UPSI from others
3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on

the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to [policyclearinghouse@wipro.com](mailto:policyclearinghouse@wipro.com).

## **ANNEXURE II**

### **PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000**

I Revanth Kandregula, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ("Wipro") for the following purposes:

- a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;
- b. processing my job application including background verification checks;
- c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me.\*

## **ANNEXURE III**

### **SALARY OFFER SHEET**

**Name: Revanth Kandregula**

**Position: Project Engineer**

**Career Group: TRB - II**

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
<b>Total Fixed Cash</b>	<b>24,688</b>
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
<b>Total Fixed Compensation</b>	<b>27,108</b>
<b>Other Compensation Benefits</b>	
Health benefit (Medical)	600
<b>Variable Pay</b>	
Target Variable Pay	1,459
<b>Target Cost to Company per month</b>	<b>29,167</b>

17	<b>Total Cost to Company per annum</b>	<b>3,50,004</b>
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\*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

- a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
- b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
- c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
- d. Medical Insurance Coverage up to Rs 2lac per annum.

#### **ANNEXURE – IV**

##### **Bonus Details**

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

- a. you being "active" in the services of the company through to retention date as applicable
- b. your employment has not been terminated for poor performance or for cause prior to retention date
- c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

**ANNEXURE – V**

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

**ANNEXURE – VI****Variable Pay - A BRIEF OVERVIEW****Variable Pay Policy Summary & Computation:**

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

**SOME ADDITIONAL INFORMATION ON THE SALARY OFFER****Basic, Additional Allowance and Bonus**

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

**House Rental Allowance:**

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

**Wipro Benefit Plan (WBP):**

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

**1. Leave Travel Allowance:**

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax



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exemption please refer to [myWipro](#) on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

## **2. Telephone/Mobile Phone Allowances:**

The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exemption up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

## **3. Non-transferable Meal card:**

An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

## **4. Education Allowance:**

An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

## **5. New Pension System:**

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

## **Retirement Benefits:**

It consists of:

- a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm
- b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

## **Travel, Accommodation, Food & Other Miscellaneous Expenses**

### **Travel**

- a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.
- b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

### **Accommodation, Food & other Miscellaneous Expenses**

- a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.
- b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:
  - i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

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- c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.
- d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

**Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.**

### **SUMMARY SOCIAL SECURITY & OTHER BENEFITS\***

#### Medical

- 1. Medical Assistance Program (MAS)\*\*:** This is a medical scheme covering you, your spouse and your children to the extent of Rs. 15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.
- 2. Mediclaim:** You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium, 10% of the claim amount has to be borne by you.  
  
If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.  
  
Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.
- 3. Annual Health check:** Company paid Annual health check-up program is available for employees above 40 years of age.

#### Gratuity Benefit\*\*: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

#### Survivor Benefit Pension Program\*\*:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic \* No of years to Retirement \* Grade Factor \* % based on number and age of surviving members.

I.e.  $15,000 \times 20 \times 2.7\% \times 80\% = \text{Rs. } 6,480$  per month as supplementary pension payable. \*Grade Factor is a band specific predefined pension Accrual rate.

#### Loans:

**Interest Free Loan:** An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

**Contingency Loan:** An Interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

\*\* These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

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**1. Your Life and Accident Cover :**

- a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.
- b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies -> India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

**2. Voluntary Superannuation Policy (VSS)**

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite & transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

Accept  Decline

Signature Revanth Kandregula 23/2/2022 5:52 PM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

**Wipro Limited** T: +91 (80) 2644 0011

Doddakannelli F: +91 (80) 2644 0054

Sangapur Road E: info@wipro.com

Hongkong W: wipro.com  
580 015

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HRD/3T/1001727622/21-22

Ms. Karri Divya Venu  
9-7-9/2/4, Opp Skml Catering, 6-Taps Junction  
Maddilapalem  
Vishakhapatnam-530017  
India

Ph: +91-7702932639

Dear Karri Divya,

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,

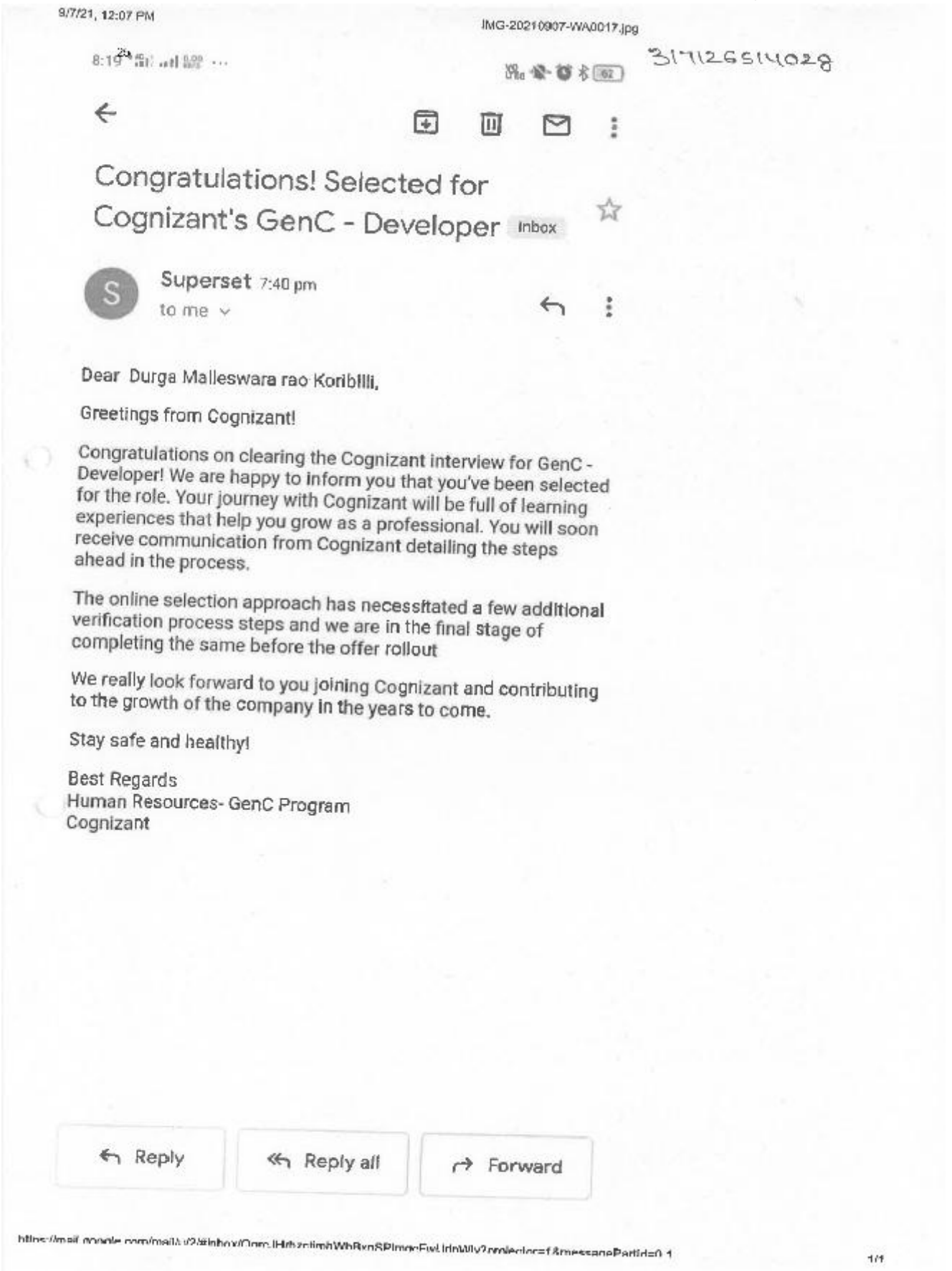
**RICHARD LOBO**  
EVP and Head Human Resources - Infosys Limited

Signature Not Verified  
Digitally signed by Richard Lobo  
Date: 2021.07.19 13:41:05 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*





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**BE YOURSELF,  
MAKE A DIFFERENCE.**

**accenture**

Strictly Private and Confidential

Date:29-Jun-2021

Lakshmi Kiranmayi Chelluboyina  
C9692388

D/No. 39-18-50/2, Behind Kunchumamba Temple, Kalinga Nagar, Madhavadhara  
7675654686

Dear Lakshmi Kiranmayi Chelluboyina,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 8.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version: 2.1 (Feb 2021);

1

candidate's Signature

Reference Id: 5558b8a8-999f-4905-ba23-6f847bf02cf4\_1  
Signed By: Mahesh Vasudep Zurale





Tech Mahindra Limited  
Info city, Hi-tech City Layout  
Madhapur, Hyderabad 500081, India  
Tel: +91 40 3063 8383  
Fax: +91 40 2311 7011

techmahindra.com  
connect@techmahindra.com  
Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400001, India  
CIN L64200MH1986PLC041370

Ref: 847548/2002085/ELTP

18-DEC-2021

Mr. Manthri Saikumar  
Visakhapatnam (Ap) - 530018  
Mobile: 9989856545

**Subject: Offer of Appointment**

Dear Mr. Manthri Saikumar

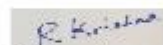
It is our pleasure to welcome you to **Tech Mahindra Limited**.

1. With reference to our discussions, we are pleased to offer you an appointment in our organization as **Associate Software Engineer** at **Band 'U'** and **Sub Band 'U1'** under **ELTP Scheme**. However, in the current COVID situation, the Company hereby allows you to work from your hometown or any other place in India. However you shall be required to report to your base location as and when required by the Company. Any travel for official work must be in strict compliance with the prevailing travel policy of the Company. While you are working from home, if you wish to travel outside India in your personal capacity, you shall inform in advance in writing to your reporting manager and Business HR SPOC. You may be permitted to travel outside India only after approval of your reporting Manager and BHR lead.
2. You will be on probation for a period of **3 months** from the date of joining the Company during which you will be on training. The training program called "**Entry Level Integrated Training and Enablement**" (ELITE) will include classroom training as well as on-the-job training. In case your performance is not found satisfactory during the period of probation, the Company may choose to terminate your services with immediate effect without serving written notice or pay in lieu of notice.
3. Unless informed in writing of the extension of your probation period, for whatsoever reason/s, your employment with the Company will stand automatically confirmed upon successful completion of probation period including successful completion of the ELITE program and satisfactory performance on the job.
4. Your remuneration while on probation has been detailed in **Annexure A**. Upon confirmation, your "Annual Total Cash Compensation" will be **Indian Rupees 3,25,000 (Rupees Three Lac Twenty Five Thousand Only)**. Please refer **Annexure B** for details on the compensation and statutory deductions.
5. Your remuneration package is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.
6. This offer is valid subject to your fulfilling the following:-
  - The academic criteria of minimum aggregate of 60% or as communicated to you at the time of interview;
  - Meeting the set eligibility criteria at the end of your academic course
  - Meeting eligibility criteria for any Company organized training imparted prior to your date of joining and
  - Submission of all necessary legal documentation pertaining to your employment.



7. You are required to sign a **service bond (Draft at Annexure J)** with our organization for a sum of **Indian Rupees 1,00,000/- (Rupees One Lakh Only)**. As per the bond you will be required to serve the Company for a minimum period of **2 years** from the date of your joining. Your joining to Tech Mahindra will be subject to successful submission of all mandatory documents, failing which the company reserves the right to withdraw your employment offer. In case you are not posted at your home town, you are entitled to a **one-time settlement allowance not exceeding INR15,000/- (Rupees Fifteen Thousand Only)** towards travel & movement of baggage, initial hotel accommodation and deposit for residential accommodation at the place of initial training and subsequent posting on production of relevant receipts / lease agreement. The Company shall recover the resettlement allowance in case of cessation of service within 2 year from date of joining. Subsequent to your initial training if you are posted outside your training location you are eligible to claim the travel expenses only as per the travel policy of the Company.
8. Your employment with us will be governed by terms and conditions as specified in **Annexure C**.
9. You are required to join on **23-DEC-2021** at the address mentioned in the below Paragraph for training. This Offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing. The location of posting would be communicated to you upon successful completion of training.
10. You are requested to report to **Syamala Soujanya Wuyyuru at 9:00 AM** through Virtual Joining Process to complete the joining formalities at **TECH MAHINDRA LTD., SURVEY NO. 44 P, NEAR BULLAIAH COLLEGE, NEW RESAPUVANIPALEM VILLAGE, VISAKHAPATNAM - 530003 (ANDHRA PRADESH), INDIA.**, You are required to submit soft copies of the original documents as per **Annexure D** to the recruiter and HR Team respectively.
11. Please note that this Offer is subject to your background check report being found without any discrepancy either at the time of reporting/joining or thereafter depending upon our receipt of the background check report from the agency. In case of any discrepancy in your background verification, the Company shall, in its absolute discretion, withdraw this Offer or terminate your employment with immediate effect, without any notice pay, by giving you a written notice thereof.
12. This Offer is issued to you based on the information provided by you in your application form along with the supporting documents to be submitted within the timelines as stipulated in as per Annexure ?D. In case the Company notice any discrepancy and/or incorrect information in your application form or you fail to submit your supporting documents for background verification within one week of receiving the offer or within 72 hours of joining whichever is earlier, the Company shall, in its absolute discretion, withdraw this Offer or terminate your employment with immediate effect, without any notice pay, by giving you a written notice thereof.
13. Kindly confirm your acceptance of this offer of appointment to **campusjoining@techmahindra.com** by **23-DEC-2021**.

For Tech Mahindra Limited



Krishna Ramaswami

Page 2 of 29



More reasons to #lovetecheM



Tech Mahindra Limited  
Info city, Hi-tech City Layout  
Madhapur, Hyderabad 500081, India  
Tel: +91 40 3083 8363  
Fax: +91 40 2311 7011

techmahindra.com  
connect@techmahindra.com  
Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400001, India  
CIN L64200MH1986PLC041370

**Head - Resource Management Group**

**Enc:** **Annexure-A & B**(Salary Structure, **Annexure-C** Important / Indicative Terms & Conditions of Employment, **Annexure-D** Check List of Documents, **Annexure-E** Confidentiality Agreement, **Annexure-F** Medical Self Declaration, **Annexure G** Intellectual property Assignment, **Annexure-H** ? General Covenant, **Annexure - I** Acknowledgement, **Annexure J** Indemnity bond

Date:

Signature:

**Manthri Saikumar**



**ANNEXURE - A**

NAME	Mr Manthri Saikumar	
TITLE	Associate Software Engineer	
BAND	U1	
LOCATION	VISAKHAPATNAM	
	<b>COMPONENTS</b>	<b>Per Annum (All figures in INR)</b>
	BASIC (@40% OF TOTAL FIXED PAY)	89393
	HRA (@70% OF BASIC)	62575
	BONUS / STATUTORY BONUS	48000
	EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND (@12% OF BASIC PAY)	10727
	FLEXIBLE COMPONENTS OF TFP	12787
	<b>TOTAL FIXED PAY..... (A)</b>	<b>223482</b>
	<b>TOTAL VARIABLE PAY (TVP)..... (B)</b>	<b>24831</b>
	<b>ADDITIONAL BENEFITS..... (C)</b>	<b>11687</b>
	GRATUITY	4300
	INSURANCE PREMIUMS (towards GTLI, GMIP AND GPAL)	7387
	<b>TOTAL COST TO COMPANY..... (D) = (A) + (B) + (C)</b>	<b>260000</b>

- Salary:** Your salary will be paid monthly through bank transfer on the last day of the month, for which you would be required to open a Bank A/c with any of the Company specified Bank/s. Disbursement of Salary is subject to your regular attendance, submission and updation of Permanent Account Number (PAN) details in the Company's records.
- Flexible Benefit Plan (as applicable):** , You are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay.

Component	Max Limit
Leave Travel Assistance	12000
Meal Card	26400

(Contd...)



#### ANNEXURE A (Contd...)

#### 3. Additional Benefits: Associates shall be eligible for below mentioned benefits:

- a) **Group Term Life Insurance (GTLI) Coverage:** You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of **INR 20 lakh** to the beneficiary on the unfortunate death of the associate
- b) **Group Medical Coverage Plan (GMIP):** You would also be enrolled under the existing Medical Insurance scheme of the Company with a cover of **INR 3 lakh** (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrolments of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be **INR 2 lakh**.
- c) **Group Personal Accident Insurance (GPAI) Coverage:** You would be enrolled under the Company's GPAI scheme with a cover of up to **INR 5 lakh** payable in case of permanent disablement arising out of any unfortunate event of an accident.


#### 4. Deductions:

- a) The Company shall make any deductions from the salary, as it may be stated in the respective policies from time to time. For example, deductions towards Company provided transport, non-adherence as per disciplinary policies etc.
- b) **Statutory Deductions:** Tech Mahindra Limited shall make necessary statutory deductions from your gross salary and directly pay on your behalf to the concerned authorities. In the instances where the Company is not under an obligation to make these deductions, you will agree to make such payments to the concerned authorities. And also, you shall, upon request by Tech Mahindra, provide documents/proofs of such payments.

#### Notes:

1. Bonus / Statutory Bonus, if applicable as per The Payment of Bonus Act, 1965, shall be paid in 12 equal monthly instalments in advance
2. For purpose of contribution to PF, Gratuity, Superannuation, if any, and encashment of leave, notice period etc., computations will be on Basic Pay.
3. Total Variable Pay (TVP) amount mentioned is maximum amount based on 100% performance; Final payout of TVP will be as per Variable Pay Policy applicable for the Financial Year and actual performance. In addition to above, Associates carrying Individual Revenue Targets (Sales, Relationship Management etc.) will be covered by the 'Performance Bonus Policy' or 'Sales Incentive Policy', as applicable.
4. Please note that the salary structure of The Company may be altered/modified at any time without any prior notice and your remuneration and other terms may accordingly be altered/ modified from time to time. Further salary, allowances and all other payments/benefits will be governed by The Company's rules as well as statutory provisions in force from time to time and subject to deduction of appropriate taxes at source.
5. Gratuity shall apply as per the 'Payment of Gratuity Act 1972'

For Tech Mahindra Limited,



**Krishna Ramaswami**  
 Head - Resource Management Group

**ANNEXURE - B**

NAME	<b>Mr Manthri Saikumar</b>	
TITLE	<b>Associate Software Engineer</b>	
BAND	<b>U1</b>	
LOCATION	<b>VISAKHAPATNAM</b>	
	<b>COMPONENTS</b>	<b>Per Annum (All figures in INR)</b>
	BASIC (@40% OF TOTAL FIXED PAY)	112394
	HRA (@70% OF BASIC)	78676
	BONUS / STATUTORY BONUS	48000
	EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND (@12% OF BASIC PAY)	13487
	FLEXIBLE COMPONENTS OF TFP	28428
	<b>TOTAL FIXED PAY.....(A)</b>	<b>280985</b>
	<b>TOTAL VARIABLE PAY (TVP)..... (B)</b>	<b>31221</b>
	<b>ADDITIONAL BENEFITS..... (C)</b>	<b>12794</b>
	GRATUITY	5407
	INSURANCE PREMIUMS (towards GTLI, GMIP AND GPAI)	7387
	<b>TOTAL COST TO COMPANY..... (D) = (A) + (B) + (C)</b>	<b>325000</b>

1. **Salary:** Your salary will be paid monthly through bank transfer on the last day of the month, for which you would be required to open a Bank A/c with any of the Company specified Bank/s. Disbursement of Salary is subject to your regular attendance, submission and updation of Permanent Account Number (PAN) details in the Company's records.
2. **Flexible Benefit Plan (as applicable):** You are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay

Component	Max Limit
Leave Travel Assistance	12000
Meal Card	26400

(Contd...)

#### ANNEXURE B(Contd...)

#### 3. Additional Benefits: Associates shall be eligible for below mentioned benefits:

- a) **Group Term Life Insurance (GTLI) Coverage:** You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of **INR 20 lakh** to the beneficiary on the unfortunate death of the associate
- b) **Group Medical Coverage Plan (GMIP):** You would also be enrolled under the existing Medical Insurance scheme of the Company with a cover of **INR 3 lakh** (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrolments of parents is not opted for, the applicable cover (for self only OR self + spouse + up to 2 children) will be **INR 2 lakh**.
- c) **Group Personal Accident Insurance (GPAI) Coverage:** You would be enrolled under the Company's GPAI scheme with a cover of up to **INR 5 lakh** payable in case of permanent disablement arising out of any unfortunate event of an accident.

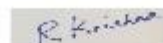
#### 4. Deductions:

- a) The Company shall make any deductions from the salary, as it may be stated in the respective policies from time to time. For example, deductions towards Company provided transport, non-adherence as per disciplinary policies etc.
- b) **Statutory Deductions:** Tech Mahindra Limited shall make necessary statutory deductions from your gross salary and directly pay on your behalf to the concerned authorities. In the instances where the Company is not under an obligation to make these deductions, you will agree to make such payments to the concerned authorities. And also, you shall, upon request by Tech Mahindra, provide documents/proofs of such payments.

#### Notes:

1. Bonus / Statutory Bonus, if applicable as per The Payment of Bonus Act, 1965, shall be paid in 12 equal monthly instalments in advance
2. For purpose of contribution to PF, Gratuity, Superannuation, if any, and encashment of leave, notice period etc., computations will be on Basic Pay.
3. Total Variable Pay (TVP) amount mentioned is maximum amount based on 100% performance; Final payout of TVP will be as per Variable Pay Policy applicable for the Financial Year and actual performance. In addition to above, Associates carrying Individual Revenue Targets (Sales, Relationship Management etc.) will be covered by the 'Performance Bonus Policy' or 'Sales Incentive Policy', as applicable.
4. Please note that the salary structure of The Company may be altered/modified at any time without any prior notice and your remuneration and other terms may accordingly be altered/ modified from time to time. Further salary, allowances and all other payments/benefits will be governed by The Company's rules as well as statutory provisions in force from time to time and subject to deduction of appropriate taxes at source.
5. Gratuity shall apply as per the 'Payment of Gratuity Act 1972'

For Tech Mahindra Limited



**Krishna Ramaswami**  
 Head - Resource Management Group



## **ANNEXURE ? C**

### **1. Terms and Conditions**

#### **(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) Conflict of Interest**

Your position with The Company calls for whole time employment and you will devote yourself exclusively to the business of The Company. You will not take up any other work for remuneration (part time or otherwise) or work on advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business, during your employment with The Company, without written permission from The Company. Contravention of this will lead to termination of your services from The Company without any notice, with or without any liability on the part of The Company for payment of any compensation in lieu of such notice as per the procedure mentioned in Section 3.

#### **(d) Non-Solicitation / Non-Compete**

You acknowledge that you have signed Covenant against Disclosure and Covenant Not to Compete/Non-Solicitation ("Covenant"), which is incorporated into this Agreement by reference and is made a part of this Agreement and that it constitutes an integral part of the terms of your employment. In the Covenant, you have agreed that for a period of twelve months following termination of your employment for any reason whatsoever you also confirm and agree that these restrictions are reasonable and are legitimately required to protect the business interest of 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



(e) **Exclusivity of Services, Publications, Gifts/Anti-bribery**

You shall devote all work efforts exclusively to The Company and the furtherance of its interests. Any engagement in additional activities for remuneration or any direct or indirect participation in other enterprises of any kind requires the prior written consent of The Company. The Company's consent shall not be required for ordinary acquisitions of shares or other participation for investment purposes. Membership in the board of directors or supervisory board of other enterprises shall be subject to The Company's prior written consent. Any publications and lectures by you on topics relating to The Company's business or interests shall be subject to The Company's prior written consent.

You agree, to not accept or demand loans, rewards or other benefits, or promises thereof, from The Company's clients or other persons with whom the Associate has official or business contacts in the context of the Associate's activities for The Company, without The Company's prior written consent.

You 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.

(f) **Confidentiality / Non-Disclosure**

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.

- i) 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.
- ii) 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.

(g) **Mandatory Period of Service**

In consideration of impartation of training, you shall work in the Company at least for the mandatory period as mentioned below.

During such period of training (including on the job training) and Mandatory Period of Service of **24 (Twenty Four)** months from the date of your joining, you shall not leave, abandon or resign from the services of the Company.

In the event of:

- i) Yourself leaving, abandoning or resigning from the services of the Company
- Or
- ii) Your services being terminated by the Company for nonperformance, breach of any of the terms & conditions of your service or for any other reason whatsoever,

During the above-mentioned period of training of 24 (twenty four) months of mandatory period of service from the date of your joining, you shall be liable to follow the terms and conditions mentioned in the Indemnity Bond. You are required to execute the Indemnity Bond on **INR 500 (Rupees Five Hundred)** Stamp Paper and submit the same at the time of joining.

## 2. Assignments/Transfer/Deputation

On completion of your training period, 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

- i) **Training Period:** During the initial training period as mentioned in Offer letter, your performance would be closely monitored and if your performance is not as per the prescribed criteria, the Company reserves the right to terminate your services without notice.
- ii) Either party can terminate this employment by serving a notice of **90 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.
- iii) 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.
- iv) 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** along with applicable exit policy clauses under stipulated service period agreed to and provided therein.



- v) 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.
- vi) You will be governed by The Company's laid down Code of Conduct and if there is any breach of the same or non-performance of contractual obligation or the terms and conditions laid down in this agreement, your service could be terminated as per the procedure mentioned in **Clause 3** herein above. The Company further reserves the right to invoke other legal remedies as it deems fit to protect its legitimate interests.
- vii) Reference check will be made from your previous employers and other references as may be deemed appropriate. In case there is any adverse report against you which may be detrimental to the interests of The Company or if the information furnished by you is not true, The Company reserves the right to terminate your services as per the procedure mentioned in **Clause 3** herein above on the grounds of misrepresentation of facts.
- viii) In addition to The Company's right to carry the above verifications, you shall fill in and sign the Criminal Disclosure Declaration Form. In the event you have been accused, charged and/or convicted for any criminal offence, at any time whether prior or subsequent to your joining The Company, you shall make full disclosure of the same and furnish all necessary documents in support thereof. In the event you have been accused, charged and/or convicted for any criminal offence, your joining shall be subject to specific written confirmation from The Company. The Company at its sole discretion reserves the right to terminate your employment as mentioned in **Clause 3** or take appropriate disciplinary action against you or revoke this Offer Letter. In the event of suppression of any facts, The Company shall be entitled to take such other action at any time as it may deem fit.
- ix) The Company reserves the right to carry out banned/ illegal drugs/narcotic substance screening tests on you at any point of time during your tenure. You understand and acknowledge that this is a requirement and you have no objections whatsoever if such checks, banned/ illegal drugs/narcotic substance screening tests and verifications are carried out by The Company or a third party agency engaged by The Company. Arising out of such verification or check or otherwise, if it is detected that the information furnished by you in your application is misstated or is unstated or document submitted by you are not correct or banned/ illegal drugs/narcotic substance screening tests, results are positive, The Company shall, at its sole discretion be entitled to forthwith terminate your employment as per the procedure mentioned in **Clause 3** herein above and/or revoke your appointment with The Company, without further reference in the matter.
4. **Statement of Facts**
- (a) It must be specifically understood that this offer is made based on your proficiency on Technical/Professional skills you have declared to possess as per the application, and on the ability to handle any assignment/job independently anywhere in India or overseas. In case, at a later date, any of your statements/particulars furnished are found to be false or misleading, or your performance is not up to the mark or falls short of the minimum standards set by The Company. The Company shall have the right to terminate your services forthwith without giving any notice, notwithstanding any other terms and conditions stipulated herein.



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(b) You confirm and represent that there exists no personal circumstances which are likely to affect your liability to discharge your obligations in the course of your employment. You further undertake to notify, your line manager and HR Manager immediately of any material change in personal circumstances that may have impact on the status of your employment including, but not limited to, criminal convictions and/or cases pending, health issues, right to work in the country where work is to be performed etc.

#### 5. **Company Policies**

You are required to comply with all the policies of the Company including but not limited to the Code of Ethical Business Conduct, the Prevention of Sexual Harassment (POSH) and such other policies, as communicated to the associates of Tech Mahindra from time to time. In case of any violation or failure to comply with such Company Policy/policies, the Employee shall be subjected to the disciplinary action as per company policy. These policies are available on Tech Mahindra's intranet. You are requested to visit the site at frequent intervals to get all updates / changes. By signing a copy of this letter, you are consenting that you will visit the intranet site and get familiar with Tech Mahindra's policies. Tech Mahindra reserves the right to interpret, change, suspend or terminate any of its benefits, policy plans or programs in accordance with its needs from time to time.

#### 6. **Personal Indebtedness**

Tech Mahindra Limited shall not be responsible for personal indebtedness or other liabilities incurred by you, during/prior to your employment with Tech Mahindra Limited. You understand and accept that you shall have no authority to pledge the credit of Tech Mahindra Limited to any person or entity without Tech Mahindra Limited's prior written authorization.

#### 7. **Restraints**

##### **Access to Information**

Information is available on need to know basis for specified groups. The network file server is segregated to allow individual sectors for projects and units. Access to these are authorized through access privileges approved by unit Mentors or Project Mentors.

##### **Authorization**

Only those authorized by a specific power of attorney may sign legal documents, representing The Company.

##### **Smoking**

We owe and assure a smoke free environment for our Associates. Barring some areas, the entire office premises including conference rooms, lobbies, is declared as "No-Smoking Zone".

##### **Passwords**

Access to our network, development environment and MS-Exchange is through individual's password. For security reasons it is essential to maintain confidentiality of the same.

##### **Unauthorized Software**

You shall not install, download, copy and duplicate any unauthorized or unlicensed software, programs, games, attachments on to your computer systems.

##### **Security**

Security is an important aspect of our communication and office infrastructure. We have security personnel deployed on all the floors who take care of the security. Those of you who wish to work late or early hours are requested to produce their identity cards to the Security personnel on demand. If there is a need to take some of the equipment's/infrastructure out of the office premises for any reason the associate shall obtain the gate pass





from the security staff after the authorization from your mentor.

The communication security is maintained by controlling physical access to computer systems, disabling all workstation floppy disk drives, and a Company-wide awareness about the need for protection of intellectual property and sensitive customer information. For some projects, The Company uses sophisticated data encryption devices. Your work table and storage space is lockable. Please ensure they are locked when unattended. Duplicate keys are maintained with Security. One can take a duplicate key after signing for it for one's own or team member's table or storage.

(a) **Destroying Papers & Material**

Any official communication, which is confidential in nature, shall be destroyed through paper shredder after the purpose is served.

(b) **Use of Company Resources**

- (i) You shall use The Company's resources only for official purposes as per the applicable Company policy.
- (ii) The Company shall have the right to access the files, folders and data stored in the official laptop provided to you by the Company and to keep track on individual user's activity and logs stored in the official laptop. Further the Company may also monitor the emails and email traffic in your official mail id provided by the Company as measure to ensure compliance with Company's policies and network security. You also authorize the Company representative to access all the data and information stored under your mail id during and after employment with the Company and this access is provided under the applicable data privacy laws. You also expressly waive any other rights as may be available under the applicable Data Privacy laws against the Company for providing such access.

8. **Overseas Service Agreement**

As The Company will be spending substantial amount of time and money for your deputation / secondment abroad, you may be required to sign a deputation agreement with The Company and may also be required to execute a Surety Bond on such terms, as The Company may deem appropriate. (This agreement will consist, inter alia, of issues like (i) your commitment to complete the project (ii) your returning to India after completion of the project and serving The Company for a stipulated period).

9. **Intellectual Property Rights**

You agree to disclose any invention, development, process, plan, design, formula, specification, program or other matter of work whatsoever (collectively "the Inventions") created, developed or discovered by you, either alone or in concert, in the course of your employment and the same shall be the absolute property of The Company. Any Intellectual Property Rights and rights to inventions arise out of your activities hereunder, or if ownership rights cannot be transferred under applicable law, any exploitation rights relating thereto, shall be transferred to The Company in accordance with applicable law. You shall, as and when requested by The Company (at Company's cost and expense), assist The Company in perfecting the Intellectual Property Rights in any manner The Company deems fit.

You shall execute/sign the Intellectual Property Rights Assignment document as and when required by Tech Mahindra Limited or the Client.

10. **Jurisdiction**

Even though The Company may depute you overseas for on-site work or to any other location in India, the jurisdiction concerning any dispute arising out of your employment will be in the courts in **Mumbai** only.

11. **Retirement**

Your services with the Company will come to an end immediately upon your attaining the age of retirement as per the then prevailing policy of the Company. For the purpose of determining this, the age recorded with The Company shall be considered as final and conclusive.

Termination of employment may also be initiated earlier by either party by serving prior written notice on the other, as per the notice period stipulated in this letter.

12. **General**

The above terms and conditions including those in **Annexure - A & B** (Salary break up) are based on Company policies, procedures and other rules currently applicable in India as well as Overseas and are subject to amendments and adjustments from time to time. In all services matters, including those not specifically covered here such as Traveling, Leave, Working Hours, Retirement, Code of Conduct, etc. you will be governed by the rules of The Company as shall be in force from time to time.

13. In case you are requested to report to the office, You shall be present in the office during normal working hours as specified in the policies or during hours expressly designated for you in writing. Depending on organizational requirement or project contingencies, you may be required to work on 24\*7 project on shift basis if required and your working hours / work days may be modified/ altered from time to time. The Company does not encourage overtime work and accordingly does not have a policy for payment of overtime.

14. You shall provide details regarding the utilization of your time by entering the same into Tech Mahindra Limited's electronic timesheet system on a daily basis. In case you are attached to any project where the client may have requirement of recording specific time-efforts, you shall comply with such requirement also, in addition to Tech Mahindra Limited's timesheet system.

15. This offer is purely based on the information / documents provided by you and by accepting the offer, you specifically authorize The Company or any external agency through Tech Mahindra Limited to verify your educational, employment antecedents, your conduct and any other background checks prior to your joining The Company or thereafter. You shall extend your co-operation (if asked for) during such verification without any protest or demur.

This is to certify that I have gone through and understood all the terms and conditions mentioned in **Annexure ? C** and I hereby accept and agree to abide by them.

Name in full :

Signature :

Address :

Date :

Place :

#### **ANNEXURE - D - Checklist of Documents**

**A. Following documents required to be submitted in soft copies to the Recruiter for Background Verification within one week of receiving the offer or within 72 hours of joining, whichever is earlier.**

- a) Tech Mahindra Application & BV Form
- b) All educational certificates including
  - i) Class 10<sup>th</sup> 12<sup>th</sup> marksheet and passing certificate or qualifying exam marksheet and passing certificate.
  - ii) Graduation Degree / Certificate
  - iii) Post Graduation Degree / Certificate, if applicable
  - iv) Any other Degree/Certificates/Diploma which has been mentioned by you in your Resume
  - v) Gap Justification, if any
  - vi) PAN Card Copy
  - vii) Aadhaar Card Copy (Both Front & Back copy)
  - viii) Any other additional documents required for Customer specific checks

**B. At the time of joining, you are requested to submit soft copies of the following documents to the HR Team on or before your date of joining.**

- a) Certificates supporting your educational qualifications along with marks sheets - **Three** copies each
  - Xth Certificate & mark sheets
  - XIth Certificate & mark sheets
  - Degree Certificate & Semester/year-wise mark sheets
  - Master's Certificate & Semester/year-wise mark sheets
  - Diploma/PG Diploma Certificate & Transcripts
  - Any other Certificate with supporting documents ?if any
- b) Acceptance copy of Tech Mahindra Limited's offer of appointment duly signed
- c) **Five** passport-sized color photographs with white background
- d) **Valid Passport**

*Please submit copy of the valid Passport (front and back pages). In case you have applied for it, please submit the proof of Passport Office submission ticket. Upon receipt of Passport from Passport Office, please*



submit the documents to HR.

**e) PAN Card and Proof of PAN Number**

You **MUST** carry and provide your PAN Card copy. Please note that it is mandatory to provide the PAN number for processing of your payroll and no payments on account of salaries can be made without a PAN Number. If applied for please submit a copy of the acknowledgement as issued by the Income Tax authorities.

**f) Aadhaar Card**

You **MUST** carry and provide your Aadhaar Card copy. Please note that it is mandatory to provide your Aadhaar card number for processing KYC in EPFO portal. If applied for, please submit a copy of the acknowledgement as issued by the authorities.

**g) PF UAN Number:** You **MUST** provide your PF UAN Card copy or UAN Number, if issued earlier. If you don't have a UAN number or if your previous organization has not created a UAN then you need to create self UAN number on EPFO website and share the same on or before your joining date.

**h) Indemnity Bond**

Print only the first page of **Annexure J** on a Stamp Paper of **INR 500/-** and rest of the pages on plain white paper. Have one Surety (Blood relations i.e. father/mother/elder brother/sister with independent income only) sign at the designated space on the last page of the Bond. Tech Mahindra will have a Notary available on the day of joining at joining location to facilitate notarization of Bond. These services will be chargeable and payable directly to the Notary by you. Should you desire to get the Bond notarized on your own, you may do so. In case of non-availability of Notary at joining location, you will be guided by the Joining Team on further action.

**Note:** -The Bond has to be notarized as on the date of joining. Please **DO NOT** get a pre-notarized bond.

Your offer has been made based on the information furnished by you. However, if there is a discrepancy in the copies of the documents/certificates given by you as a proof in support of the above, the Company reserves the right to revoke the offer.

Please bring all the certificates supporting your educational qualifications along with mark sheets in original for verification only.

**Candidate's Declaration:**

I \_\_\_\_\_ hereby solemnly declare that I'll submit the required document as per the timelines mentioned above and I understand that if I fail to submit the required document within the stipulated time, I'll allow company to exercise its absolute discretion, to withdraw this Offer or terminate my employment with immediate effect, without any notice pay, by giving me a written notice thereof.





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**Name In full** : \_\_\_\_\_ **Date** : \_\_\_\_\_  
**Signature** : \_\_\_\_\_ **Place** : \_\_\_\_\_



#### **ANNEXURE - E - Confidentiality Agreement**

I understand that during my employment with Tech Mahindra Limited., I will have access to information for its customers, suppliers, vendors and licensors, any or all of which are referred to in this agreement "Tech Mahindra Limited. I also understand that this information, whether technical or non-technical is commercially valuable. It is referred to in this agreement as "confidential information".

A few examples of confidential information are given below. However these examples do not list all of the types of confidential information which I may develop or to which I may have access:

- 1) Information of a business nature such as marketing, underwriting, associate customer and claimant data, sales, and list of customers, including future developments and planning concerning them.
- 2) Computers /software programs and associated documentation and material which are propriety to Tech Mahindra Limited or which Tech Mahindra Limited. is under an obligation to prevent this disclosure.
- 3) Information from Tech Mahindra Limited's vendor and supplier which is confidential, propriety or copyrighted.
- 4) I hereby agree that :

- The confidential information shall remain the sole and exclusive propriety of Tech Mahindra Limited and I shall regard it as confidential and secret information.
- The confidential information is the property considered to be the trade secrets of Tech Mahindra Limited because it involves processes and compilation of information which are secret, confidential, and not generally known to the public and which are the products of expenditure of time, effort, money, and /or creative skills of Tech Mahindra Limited.
- The use of confidential information is furnished to me during my employment on a confidential and secret basis for a sole and exclusive use and pursuing my employment duties at Tech Mahindra Limited.
- I will not, during and after my employment at Tech Mahindra Limited., publish, disclosed, or otherwise divulge the confidential information to any person not specifically authorized by Tech Mahindra Limited. to receive such information.
- I will not copy and confidential information for any purpose except with the express consent of the Tech Mahindra Limited officials or the expressed written authorization of the third party owner.
- Upon termination of my employment with Tech Mahindra Limited., or at any other time at Tech Mahindra Limited. request, I agree to return promptly to Tech Mahindra Limited., all confidential information, including but not limited to all manuals, letters, notes, notebooks, reports, formulae, computer programs and associated documentation and material, memoranda, customer list and all other materials and all copies of them relating in any way to Tech Mahindra Limited which in any way were obtained by me during my employment at Tech Mahindra Limited which are in my possession or under my control. I further agree that I will not make or retain any copies of the above mentioned information and will so represent to Tech Mahindra Limited upon termination of my employment.
- This confidentiality agreement will continue to be in effect after the termination of my employment with Tech Mahindra Limited.

If any provision of this agreement is declared invalid or unenforceable with respect to a particular occurrence or circumstance or otherwise, that will not affect the validity, enforceability, or applicability of any other provision of this agreement.

Name :  
 Signature :  
 Date :

**ANNEXURE - F - Medical Self-Declaration**

MEDICAL DECLARATION FORM			
Applicant ID (To be filled by HR)	<input type="text"/>	Associate ID (To be filled by HR)	<input type="text"/>
First Name:	<input type="text"/>	Last Name:	<input type="text"/>
Gender: Male / Female	<input type="checkbox"/>	Date of birth (DD/MM/YYYY)	<input type="text"/> <input type="text"/> <input type="text"/> Blood Group <input type="checkbox"/>

**Candidate's Medical History:**

Candidate's Medical Details	Yes	No	Please provide the details
Do you have any defect or problem of vision?			
Can you readily distinguish between the pigmentary colors?			
Do you suffer from a degree of deafness which would prevent your hearing of normal conversation?			
Do you have any physical deformity / handicap?			
Do you have any congenital disorder / abnormality?			
Have you ever been diagnosed to have any Psychiatric ailment including Depression, Anxiety Neurosis, Phobic Disorders, Schizophrenia, Manic Depressive Psychosis or any other Psychiatric illness?			
Have you ever been diagnosed with an alcohol or drug abuse problem? If yes, are you on treatment for the same?			



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Have you ever been disqualified on medical grounds from any previous employment opportunity?			
Have you ever been suffering from any Medical condition that may require you to take Medical Leave over the next 12 months?			
Have you had any form of critical illness or operation in the last two years?			
Have you ever been diagnosed to have Cancer, Tumor, Cyst or any similar type of growth?			

**Have you ever suffered/are you suffering from any of the following? (Please tick whichever applicable)**

<input type="checkbox"/>	Heart Attack	<input type="checkbox"/>	Diabetes
<input type="checkbox"/>	High Blood Pressure	<input type="checkbox"/>	Stroke
<input type="checkbox"/>	Night Blindness	<input type="checkbox"/>	Valve Disorders
<input type="checkbox"/>	Asthma	<input type="checkbox"/>	Slipped disc
Any other major disease/illness that you may be willing to disclose			

**Candidate's Declaration:**

I declare that, to the best of my knowledge, the answers to the questions in this form are correct and that I am not suffering from any disease/illness that I have not revealed.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_  
 (DD/MMM/YYYY)







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### **ANNEXURE - G - Intellectual Property Assignment**

Associate Name:

Associate ID:

Date:

In consideration of my employment with Tech Mahindra Limited and in view of the confidential nature of employment by reason of which I will obtain and have obtained special knowledge of Tech Mahindra Limited and business, its necessities and plans and the information of its customer, I hereby agree as follows:

#### **(a) Intellectual Property Assignment**

I hereby assign, to Tech Mahindra Limited or its successor, designees or assigns, any and all rights in any design, invention, discovery, or other intellectual property (including without limitation, right to apply for and obtain a patent) which I may create, develop or assist in creating or developing during my employment which design, inventions, discovery and other intellectual property relate to services provided/ to be provided or products or systems manufactured or developed or licensed or sold by Tech Mahindra Limited whenever made by me and for any work made and/or created or cause to made and/or created in the course of my employment whether on the customer project or otherwise.

Tech Mahindra Limited shall be the first owner of the copyrights therein and for work made and/or created or cause to made and/or created in the course of my employment. If by virtue of any law or any judgment, Tech Mahindra Limited is not the first owner, then I hereby assign, exclusively and irrevocably, the same, wholly and generally, forever throughout the world, without any obligation of payment of royalty or any other sum of money or benefit(s), the whole of the copyright(s) in all such work(s) and further waive all my moral rights wholly in favour of Tech Mahindra Limited I also agree to sign on demand, whether during the employment or any time thereafter, any papers and do any acts which may be deemed necessary or desirable by Tech Mahindra Limited to secure to Tech Mahindra Limited, its successors, designees, or assign, any right relating to such design, invention, discovery, copyright or intellectual property and improvement including patents in India or any other foreign country.

#### **(b) Restrictions after Termination**

I further agree upon termination of my employment to surrender to Tech Mahindra Limited all software programs, data (whether in hard copy form or in electronic form), notebooks, designs, drawings, blueprints, writings, manuals, price books, any business or market information, business and technical brochures, service models and techniques and other documents and materials (including all copies) then in my possession or control, which relate in any way to the business, research, development, sales, sales promotions, marketing or customer's information or other activities of Tech Mahindra Limited The obligations stated under this Agreement shall survive the termination or discontinuation of my employment with Tech Mahindra Limited.

WITNESSED

ACCEPTED

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**ANNEXURE - H - Agreement ? General Covenant Against Disclosure and Covenant Not to Compete / Non- Solicitation**

In consideration of my employment "Tech Mahindra Limited", and in consideration of the wages or salary to be paid to me, and regardless of the duration of my employment, I enter into the following agreements:

1. I agree to perform competently, diligently, reliably, and to the best of my ability all duties required of me from time to time by Tech Mahindra Limited I shall not directly or indirectly, either as an associate, employer, consultant, agent, principal, partner, stockholder, corporate officer, director or in any other individual or representative capacity, engage or participate in any business that is in competition in any manner whatsoever with the business of Tech Mahindra Limited during the term of my employment with Tech Mahindra Limited either within or outside of business hours.
2. I acknowledge and agree that I am bound by all of the terms and conditions of my Service Agreement in addition to the terms and conditions of this agreement.
3. **Actions Required on Termination:** Upon termination of my employment at Tech Mahindra Limited whether voluntary or involuntary (or at any other time upon the request of Tech Mahindra Limited.), I shall return to Tech Mahindra Limited all of its property of which I have had custody, including all handbooks, manuals, notebooks, supplies, credit cards, keys, disks, tapes, records, statistics, data and Confidential Information (defined herein) for which I have acquired by virtue of my employment, regardless of form or media.
4. **Covenant Against Disclosure:** I understand that it may be desirable and necessary for Tech Mahindra Limited or any of its suppliers, licensors, licensees or customers to disclose to me information which may include, by way of illustration and not by way of limitation, technical information, designs, drawings, processes, systems, procedures, formulae, test data, improvements, price lists, financial data, code books, invoices, financial statements and other financial information, computer programs, disks, printouts, sketches, customer and prospect contacts, customer and prospect lists, names, addresses or any other compilation of information written or unwritten (both individually and collectively referred to herein as "Confidential Information") during the course of my employment.

Because I will have access to and become familiar with such Confidential Information, I hereby agree to accept and retain such Confidential Information in confidence and agree, at all times during or after the termination of my employment, not to, directly or indirectly, disclose, reveal, use, copyright or patent such Confidential Information, without the prior written consent of an authorized officer Tech Mahindra Limited I also agree to keep the contractual relationships of Tech Mahindra Limited with its suppliers, licensors, licensees, customers, contractors, and subcontractors confidential, including the names, addresses, or special requirements of Tech Mahindra Limited's customers. This Section 4 is intended to apply to all materials, which I may compile, as well as to all materials furnished to me by anyone else in connection with my employment.

- a. Because it may not be clear to Associate which information is Confidential Information, in order to minimize the possibility of inadvertent disclosure, Associate agrees to consult with Tech Mahindra Limited before making any disclosure of information covered by this Agreement.



- b. Associate may disclose information if such disclosure is directly pursuant to a valid and existing order of a court, or a governmental body or agency, within India; provided, however, that prior to such disclosure, the Associate (i) notifies Tech Mahindra Limited in writing of the prospective order, or proceeding giving rise to such order, and (ii) Tech Mahindra Limited has had the opportunity to prevent or limit such disclosure.
- c. In the event of a breach or threatened breach of this Section 4 by Associate, Tech Mahindra Limited shall be entitled, in addition to all other remedies otherwise available to Tech Mahindra Limited to and Associate hereby consents to the issuance thereof forthwith in any court of competent jurisdiction without proof of specific damages. Associate waives any requirement for a bond in connection with any temporary or pendente lite injunctive relief.
- d. In the event that Tech Mahindra Limited shall enforce any part of this Agreement through legal proceedings and obtains any judgment or order in such proceedings, Associate agrees to pay to Tech Mahindra Limited any costs and attorneys' fees reasonably incurred by Tech Mahindra Limited in connection with obtaining such judgment or order.

If any court should hold any part of the covenants set forth herein to be unreasonable, or otherwise unenforceable, the parties expressly agree that the covenants set forth herein shall be enforced to the extent that would otherwise be deemed reasonable or enforceable. In the event of any breach by Associate, the Non-Compete Period shall be extended on a per diem basis for the period that Associate is in breach.

5. **Ownership of Work Product:** Tech Mahindra Limited shall be the sole owner of all of my work product. For this purpose, "work product" means all inventions, improvements, discoveries, documentation, programming and technology (including all associated intellectual property rights) that I may create (alone or with others, at work or elsewhere, during or after the normal workday) relating to the work I do, the business of Tech Mahindra Limited or any research or development conducted by Tech Mahindra Limited I agree to assign, disclose and deliver to Tech Mahindra Limited as Tech Mahindra Limited's property, all right and evidence I may have or acquire with respect to any and all work product, and I agree to take such further actions and sign such further instruments as Tech Mahindra Limited may request from time to time to protect and defend its ownership of any and all work product. I understand that disclosure of my suggestions and ideas is encouraged.
6. **Partial Restriction on Post-Termination Competition:** Background. Tech Mahindra Limited expects to invest considerable time, effort and capital in enhancing the value and desirability of my skills. Both this investment and my compensation reflect Tech Mahindra Limited's expectation of receiving a considerable return from the exclusive use of my services and know-how in the future, free from any danger that Tech Mahindra Limited's customers or competitors may attempt to cause me to leave Tech Mahindra Limited and wrongfully gain the benefit of Tech Mahindra Limited's investment. The partial restraint set forth in this Section 6 does not, and cannot, provide complete protection for Tech Mahindra Limited's investment, development efforts, product, strategy, proprietary and Confidential Information, but Tech Mahindra Limited believes that in combination with the other provisions of this Agreement, it is the most fair and reasonable measure to protect Tech Mahindra Limited's interest, giving due regard to both my interests and the interests of Tech Mahindra Limited.
7. **Covenant Not To Compete.** I hereby covenant and agree as a part of and ancillary to this Agreement

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that for the period of 12 months following the termination of my employment with Tech Mahindra Limited (irrespective of the reason for or such termination),

- a) I will not solicit, or attempt to solicit, or cause any third party to solicit, directly or indirectly, any customer of Tech Mahindra Limited for the purpose of selling or licensing products or services that are then competitive with the products and services that are then available to that customer from Tech Mahindra Limited provided, however, that this restriction shall apply only to customers of Tech Mahindra Limited with whom I actually have material contact (meaning direct interaction, such as through sales calls, presentations or other business dealings) in the course of performing my employment duties for Tech Mahindra Limited within the 12 months period preceding the date my employment with Tech Mahindra Limited ends. It is understood that this restriction is necessary to avoid possible compromise of Confidential Information and business interest;
- b) I will not (1) seek or obtain employment of any kind by any means, directly or indirectly, as either associate, agent or consultant, with any customer of Tech Mahindra Limited's for which I am providing services on behalf of Tech Mahindra Limited that are competitive with the products and services available to the client from Tech Mahindra Limited provided however, that this restriction shall apply only to employment to perform the same or substantially similar services that I am performing for the client as a Tech Mahindra Limited associate; or (2) induce or solicit any associate of Tech Mahindra Limited to seek or obtain such employment with a customer of Tech Mahindra Limited This restriction applies to my acceptance of any employment by a customer through general advertising or third party recruitment;

I accept and agree that the above covenants (a) and (b) are reasonable restrictions imposed with an objective to protect Tech Mahindra Limited's legitimate business interests and proprietary and confidential information. Given the compensation and benefits provided to me, I agree that the restriction as to time and scope contained herein are reasonable and necessary to protect Tech Mahindra Limited's business interests and proprietary information. I have sufficient skills to find alternative, commensurate employment that would not violate the terms of this undertaking. I acknowledge that adherence to this undertaking shall not deprive me of the ability to earn a living or support my dependents.

8. **Compliance Not Contingent Upon Additional Consideration:** I understand and acknowledge that the wages, compensation, benefits training and experience that Tech Mahindra Limited provides to me shall be full and sufficient consideration for the promises contained in this Agreement. I have not been promised, and shall not claim, any additional or special payment or compliance with the covenants and agreements herein.
9. **Damages and Remedies:** I acknowledge and agree that if violate this Agreement, Tech Mahindra Limited may take legal action against me as follows: (1) Tech Mahindra Limited may take legal action in the court specified below in **Section 13** for the liquidated damages specified in **Section 6** above and (2) a violation of this Agreement is likely to cause severe and irreparable Cause injury to the business, good will, client relations and proprietary information of Tech Mahindra Limited., an injury that is not adequately compensable by money damages alone. Accordingly, in the event of a breach (or threatened or attempted breach) of this Agreement, Tech Mahindra Limited, shall, in addition to any other rights and remedies, be entitled to immediate, appropriate injunctive relief, or a decree of specific performance of this Agreement, without the necessity of showing any irreparable injury or special damages, in any court of competent jurisdiction.



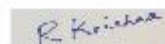
10. **Severability:** Each clause and provision of this Agreement is severable from the contract and if one provision is declared invalid, the remaining provisions shall nevertheless remain in full force and effect. Further, the invalid provision or part shall remain enforceable to the extent permitted by law.
11. **Entire Agreement:** This Agreement reflects the full and complete agreement between myself and Tech Mahindra Limited on the subjects covered herein and supersedes and replaces all prior negotiations or agreements, whether written or oral. This Agreement shall only be modified, altered or replaced by a subsequent writing, signed by myself and an authorized officer of Tech Mahindra Limited.
12. **Binding Effect:** This Agreement shall inure to the benefit of, and be binding upon, my heirs, executors, administrators and personal representatives as well as the subsidiaries and affiliates of Tech Mahindra Limited (together with their successors and assigns).
13. **Choice of Law:** This Agreement will be governed and controlled in all respects by the laws of India.
14. **Choice of Forum:** The parties submit to the jurisdiction and venue of India with respect to any action arising, directly or indirectly, out of this Agreement or the performance or breach of this Agreement. The parties stipulate that the venues referenced in this Agreement are convenient.

In the event of any violation of the terms of this clause, I agree that I shall be liable to Tech Mahindra Limited for liquidated damages in the amount of the gross salary earned by me during the preceding one year from the date of such breach. I acknowledge and agree that said amount constitutes liquidated damages and not a penalty, and that the amount is a reasonable and fair estimate of the actual damages that Tech Mahindra Limited would incur upon such breach.

Following the expiration of the one year period described herein, I shall continue to be obligated under the Covenant Against Disclosure in Section 4 so long as such Confidential Information remains proprietary or protectable as confidential or trade secret information.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

For and on Behalf Of  
**Tech Mahindra Limited**



**Krishna Ramaswami**  
**Head - Resource Management Group**

Signature

\_\_\_\_\_  
**(Manthri Saikumar)**



Tech Mahindra Limited  
Info city, Hi-tech City Layout  
Madhapur, Hyderabad 500081, India  
Tel: +91 40 3083 8363  
Fax: +91 40 2311 7011

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connect@techmahindra.com  
Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400001, India  
CIN L64200MH1986PLC041370

#### **ANNEXURE - I - ACKNOWLEDGMENT**

This acknowledgment shall be attached to and considered part of the employment agreement executed this date by and between Tech Mahindra Ltd "Company" and the **Mr. Manthri Saikumar** "Employee".

The Employee recognizes, understands and specifically agrees to the restrictive covenant contained in the foregoing agreement. The Employee further acknowledges that said restrictive covenant and the territorial limitations set forth therein is reasonable.

I understand that my employment with the Company is absolutely conditioned upon execution of this Acknowledgment and agreement. I have fully read, understood and agree to be bound by the attached agreement and this Acknowledgment. I, **Manthri Saikumar** hereby further acknowledge and confirm that I have read and understood the foregoing agreement. I understand that I have the right and the time to have this agreement reviewed by Advocate of my choice but has declined to do so.

IN WITNESS WHEREOF, and intending to be legally bound hereby, the Employee has set his or her hand on this \_\_\_\_day of \_\_\_\_\_ (month), \_\_\_\_\_ (year), and hereby acknowledges, understands and agrees to the above.

[            Name & Signature            ]

Witness/ Notary Public: \_\_\_\_\_



#### **Annexure - J - INDEMNITY BOND WITH SURETY**

This Indemnity is made and executed at <<Joining Location>> on this << Joining Date>> day of << Joining Month>> << Joining Year>> by Mr. /Ms. /Mrs. << Name >> age <<Age>> S/o Mr. <<Father's Name>> a permanent resident of <<Address>> [hereinafter called "Employee" which expression shall, unless repugnant to the context or meaning thereof, mean and include his heirs, legal representatives, administrators, executors and assigns] the party of the first part

**AND**

Mr. <<Name of Surety>> age <<Age>> S/o Mr.<< Father's Name of Surety>> a permanent resident of << Surety Address>> [hereinafter called "Surety" which expression shall, unless repugnant to the context or meaning thereof, mean and include his heirs, legal representatives, administrators, executors and assigns] the party of the second part,

**IN FAVOUR OF Tech Mahindra Limited**, a company incorporated under the Companies Act, 1956 and having its Corporate Office at Info city, Hi-tech City Layout Madhapur, Hyderabad 500081, India [hereinafter called "Tech Mahindra" which expression shall, unless repugnant to the context or meaning thereof, mean and include its successors-in-interest and permitted assigns].

**WHEREAS** the **Employee** has been selected for appointment as \_\_\_\_\_ in the Band \_\_\_\_\_ in the service of Tech Mahindra.

**AND WHEREAS** an Offer of Appointment containing the terms and conditions of the appointments has already been issued to the **Employee** vide letter No \_\_\_\_\_ dated \_\_\_\_\_ of **Tech Mahindra**.

**AND WHEREAS** the acceptance of the terms and conditions of the appointment has already been communicated to **Tech Mahindra** on \_\_\_\_\_ by the **employee**.

**AND WHEREAS** one of the terms and conditions of the appointment is that the Employee shall undergo an initial training programme called Entry Level Integrated Training and Enablement (hereinafter referred as ELITE) which may also include the project specific training/s and would be subsequently placed on assignments relating to various projects of Tech-Mahindra. The Employee shall serve Tech Mahindra for a minimum period of **twenty four (24)** months from the date of joining of the Employee and execute an indemnity with surety in favour of **Tech Mahindra**.



**NOW THIS INDENTURE WITNESSETH** as under:

1. In compliance of the aforesaid condition in Offer of Appointment subject to which **Tech Mahindra** has agreed to give appointment to the Employee, the Employee **hereby** undertakes to undergo the Initial Training Programme as provided by **Tech Mahindra** without any interruption whatsoever and serve **Tech Mahindra**, on its various projects at any location, in India or abroad, for a minimum period of **twenty four (24) months** from the date of joining.
2. The **Employee** hereby undertakes to devote his/her full time and attention to the business of **Tech Mahindra** with due care, skill and diligence. The **Employee** further undertakes to use his/her best efforts in the performance of his/her duties and responsibilities and abide by the rules and regulations of **Tech Mahindra**.
3. The **Employee** hereby undertakes to honor the commitment made by **Tech Mahindra** to its customer/s for completion of any project/s and further undertakes not to abandon any project before its completion.
4. The party of the Second Part i.e. \_\_\_\_\_ agrees to stand as Surety for the due performance of the obligation of the **Employee** under this agreement of indemnity. **In case of breach of the terms of this indemnity by the Employee and failure to indemnify Tech Mahindra**, the Surety shall be jointly and severally liable to pay the aforesaid amount of **INR 100,000/- (Rupees One lakh only)** to **Tech Mahindra** with an interest at the rate as specified herein below, immediately on demand.
5. The **Employee** further agrees and undertakes that in case, he/she commits breach of the above conditions and resigns from or leaves/abandons the service and/or neglects in performance of the duty assigned to him/her leading to termination of his/her service as per rules/regulations, by **Tech Mahindra**, he/she shall pay an amount of **INR 100,000 (Rupees One lakh only)** with the interest thereon @ 15% per annum from the date of breach of the above till the payment thereof, as liquidated damages/cost of training including on the job training, the expenses which **Tech Mahindra** has incurred/may have to incur in recruiting another employee in his/her place, and also on account of business loss suffered/to be suffered by **Tech Mahindra** during intervening period. The employee and surety agree that assessment of liquidated damages as assessed as **INR 100,000 (Rupees One lakh only)** are reasonable, which they both agree to pay jointly and severally, on demand made by **Tech Mahindra**.
6. Notwithstanding anything contained herein above, furnishing of this indemnity will not create any right in favour of the **Employee** to continue in the service of **Tech Mahindra** for the aforesaid term of **twenty four (24) months**, and **Tech Mahindra** shall always have the right to take appropriate action against the **Employee** as per terms of the appointment letter and/or the rules and regulations of **Tech Mahindra** as applicable, in case of commission of any misconduct by the **Employee**.
7. The amount specified above shall constitute a debt owing to **Tech Mahindra** and shall be recoverable from the **Employee** and the Surety jointly and severally with interest thereon at the rate specified above till the payment thereof.





Tech Mahindra Limited  
Info city, Hi-tech City Layout  
Madhapur, Hyderabad 500081,India  
Tel: +91 40 3083 8363  
Fax: +91 40 2311 7011

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connect@techmahindra.com  
Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400001, India  
CIN L64200MH1986PLC041370

**IN WITNESS** whereof, the **EMPLOYEE & the SURETY** have put their signatures in the presence of the witnesses.

Signed and delivered by the Party of the first part i.e. the Employee having read and understood the contents/terms of this Indemnity Bond

**Name of First Part:**

**Sig:**

Signed and delivered by the Party of the second part i.e. the Surety having read and understood the contents/terms of this Indemnity Bond

**Name of Surety:**

**Sig:**

S/d by:-

1. WITNESS: \_\_\_\_\_  
(Name)

NAME & ADDRESS:

2. WITNESS: \_\_\_\_\_  
(Name)

NAME & ADDRESS



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Harshaboyina, 317126514033

**BE YOURSELF,  
MAKE A DIFFERENCE.**

**accenture**

Strictly Private and Confidential

Date:05-Aug-2021

Harsha Vardhan Medaboyina  
C9858096

58-11-125/1/1, Karasa, Besides Gayatri Enclave, Visakhapatnam, Andhra Pradesh, 530009  
8790729115

Dear Harsha Vardhan Medaboyina,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

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candidate's Signature

Reference Id: 93cb7259-4763-4537-abe4-9a7d241283f3\_1  
Signed By: Mahesh Vasudeo Zurale



**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203489734/Chennai**  
**Date: 11/11/2021**

Mr. Lalitesh Nadiminti  
14-1-247/A2,  
Srinivasa Nagar,  
Palasa-532222,  
Andhra Pradesh.  
Tel# -7093531688

Dear Lalitesh Nadiminti,

**Sub: Letter of Offer**

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

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

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

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

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

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**TCSL/CT20203489734**

**1**

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India  
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



## **COMPENSATION AND BENEFITS**

### **BASIC SALARY**

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

### **BOUQUET OF BENEFITS (BoB)**

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

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

#### **1. House Rent Allowance (HRA)**

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

#### **2. Leave Travel Allowance**

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

#### **3. Food Card**

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





## **PERFORMANCE PAY**

### **Monthly Performance Pay**

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

### **Quarterly Variable Allowance**

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

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

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

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

## **CITY ALLOWANCE**

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

## **OTHER BENEFITS**

### **Health Insurance Scheme**

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

HIS offers the following benefits:

#### **1. Basic Cover**

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

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**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India  
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



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

## 2. Higher Hospitalisation

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

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

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

## Maternity Leave

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

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

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

## Loans

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

## Professional Memberships

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



## **RETIRALS**

### **Provident Fund**

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

### **Gratuity**

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

## **TERMS AND CONDITIONS**

### **1. Aggregate Percentage Requirements**

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

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

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

### **2. Pre requisites for Joining**

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

### **3. Training Period**

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

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**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

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Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com  
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TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com





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

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

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

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

#### **4. Working Hours**

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

#### **5. Mobility**

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

#### **6. Compensation Structure / Salary components**

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

#### **7. Increments and Promotions**

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

#### **8. Alternative Occupation / Employment**

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

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**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India  
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com





written permission of TCSL.

#### **9. Confidentiality Agreement**

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

#### **10. Service Agreement**

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

#### **11. Work in SBWS mode**

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

#### **12. Overseas International Assignment Agreement**

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

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serve TCSL as per the Notice Period clause mentioned below.

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

### 13. Terms and Conditions

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

### 14. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

### 15. Notice Period

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

Your failure to comply with this clause will entail monetary payment of damages to TCSL as may be determined by it at its own discretion having regard to the responsibilities shouldered by you while being in the employment of TCSL.

### 16. Retirement

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

### 17. Pre-employment Medical Certificate

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

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### 18. Employment of Non Indian Citizens

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

### 19. Background Check

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

### 20. Submission of Documents

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

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

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :



\*There is no criminal offence registered/pending against you

\*There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

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

\*PAN Card (Permanent Account Number)

\*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)

\*Passport

\*NSR E-Card

### 21. TCS Xperience Program

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

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

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

### 22. Letter of Appointment

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

### 23. Rules and Regulations of the Company

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

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#### 24. Compliance to all clauses

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

#### 25. Data Privacy Clause:

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

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

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

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

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

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

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### Withdrawal of Offer

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

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

We look forward to having you in our global team

Yours Sincerely,

### For TATA Consultancy Services Limited

**Girish V. Nandimath**  
Global Head Talent Acquisition & AIP



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

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

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**TATA CONSULTANCY SERVICES**  
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## GROSS SALARY SHEET

Annexure 1

<b>Name</b>	<b>Lalitesh Nadiminti</b>
<b>Designation</b>	<b>Assistant System Engineer-Trainee</b>
<b>Institute Name</b>	<b>Anil Neerukonda Institute Of Technology &amp; Sciences</b>

Table 1: Compensation Details (All Components in INR)

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

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

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

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

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

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

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



## Annexure 2

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





### Annexure 3

#### Confidentiality and IP Terms and Conditions

##### 1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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



## 2. Associate's Obligations

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

## 3. Intellectual Property Rights

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



#### 4. **Prior knowledge**

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

#### 5. **Use of third party material**

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

#### 6. **Security policies and Guidelines.**

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

#### 7. **Working in SBWS Framework:**

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.





(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

#### 8. **Restriction on Associate's Rights**

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

#### 9. **No License**

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





## 10. Equitable Rights

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

## 11. General

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

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

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

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



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

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

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## **APPOINTMENT LETTER**

April 2, 2022

Dear Kosuru Purushotham,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

### **1. Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

### **2. Compensation:**

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

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relevant criteria.

### 3. Other Benefits:

You will also be eligible for:

- a. Leave, holidays and working hours as applicable to your stream and location of posting.
- b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.
- c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.
- d. Leave Travel Assistance (LTA) as per the Company's policy.
- e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.
- f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.
- g. Please refer to the detailed policies in the Company's intranet portal i.e. [mywipro.wipro.com](https://mywipro.wipro.com)

### 4. Responsibilities:

- a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.
- b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.
- c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.
- d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

### 5. Conflict of Interest:

- a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.
- b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.
- c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:
  - i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
  - ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
  - iii. Any existing employee to become associated with, or perform services of any type for any third party.
- d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.



**6. Confidentiality:**

- a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).
- b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

**7. Assignment of Intellectual Property**

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

**8. Non-Compete**

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

**9. General:**

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

- a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.
- b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.
- c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.
- d. Your appointment shall be treated as withdrawn in case:
  - i. You have not scored minimum aggregate marks of 60% in your 10<sup>th</sup> Standard or equivalent education.
  - ii. You have not scored minimum aggregate marks of 60% in your 12<sup>th</sup> Standard or equivalent education.
  - iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
  - iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation

and 60% in post-graduation.

v. You have any pending backlogs/ arrears on the date of appointment.

**Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.**

#### 10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least 12** months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall **be liable** to pay to the Company liquidated damages of up to Rs. 75,000/- (Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

#### 11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

#### 12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,  
For **Wipro Limited**,



**Aparna Shailen**  
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

#### ANNEXURE I

**DECLARATION ON CONFLICT OF INTEREST**

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

**Noted below are a few examples of conflict of interest:**

- a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.
- b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.
- c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.
- d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.
- e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

**Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders**

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: [policyclearinghouse@wipro.com](mailto:policyclearinghouse@wipro.com).
2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:
  - a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.
  - b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.
  - c. Unauthorized disclosure or communication of UPSI.
  - d. Procuring any UPSI from others
3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on

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the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to [policyclearinghouse@wipro.com](mailto:policyclearinghouse@wipro.com).

## **ANNEXURE II**

### **PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000**

I Kosuru Purushotham, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ("Wipro") for the following purposes:

- a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;
- b. processing my job application including background verification checks;
- c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

## **ANNEXURE III**

### **SALARY OFFER SHEET**

**Name:** Kosuru Purushotham

**Position:** Project Engineer

**Career Group:** TRB - II

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
<b>Total Fixed Cash</b>	<b>24,688</b>
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
<b>Total Fixed Compensation</b>	<b>27,108</b>
<b>Other Compensation Benefits</b>	
Health benefit (Medical)	600
<b>Variable Pay</b>	
Target Variable Pay	1,459
<b>Target Cost to Company per month</b>	<b>29,167</b>

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83	<b>Total Cost to Company per annum</b>	<b>3,50,004</b>
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\*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

- Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
- Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
- Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
- Medical Insurance Coverage up to Rs 2lac per annum.

#### **ANNEXURE – IV**

##### **Bonus Details**

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

<b>Year</b>	<b>Bonus</b>
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

- you being "active" in the services of the company through to retention date as applicable
- your employment has not been terminated for poor performance or for cause prior to retention date
- you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

**ANNEXURE – V**

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

**ANNEXURE – VI****Variable Pay - A BRIEF OVERVIEW****Variable Pay Policy Summary & Computation:**

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

**SOME ADDITIONAL INFORMATION ON THE SALARY OFFER****Basic, Additional Allowance and Bonus**

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

**House Rental Allowance:**

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

**Wipro Benefit Plan (WBP):**

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

**1. Leave Travel Allowance:**

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax

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exemption please refer to [myWipro](#) on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

## **2. Telephone/Mobile Phone Allowances:**

The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

## **3. Non-transferable Meal card:**

An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

## **4. Education Allowance:**

An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

## **5. New Pension System:**

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

## **Retirement Benefits:**

It consists of:

- a. **Provident fund**- Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm
- b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

## **Travel, Accommodation, Food & Other Miscellaneous Expenses**

### **Travel**

- a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.
- b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

### **Accommodation, Food & other Miscellaneous Expenses**

- a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.
- b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:
  - i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

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- c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.
- d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

**Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.**

### **SUMMARY SOCIAL SECURITY & OTHER BENEFITS\***

#### **Medical**

1. **Medical Assistance Program (MAS)\*\*:** This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount. i.e., it will be paid at actuals on making a claim.

2. **Mediclaim:** You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium, 10% of the claim amount has to be borne by you.

If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. **Annual Health check:** Company paid Annual health check-up program is available for employees above 40 years of age.

#### **Gratuity Benefit\*\*:** Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

#### **Survivor Benefit Pension Program\*\*:**

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic \* No of years to Retirement \* Grade Factor \* % based on number and age of surviving members.

I.e.  $15,000 \times 20 \times 2.7\% \times 80\% = \text{Rs. } 6,480$  per month as supplementary pension payable. \*Grade Factor is a band specific predefined pension Accrual rate.

#### **Loans:**

**Interest Free Loan:** An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

**Contingency Loan:** An Interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

\*\* These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

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**1. Your Life and Accident Cover :**

- a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.
- b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies -> India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

**2. Voluntary Superannuation Policy (VSS)**

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite & transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

Accept  Decline

**Signature Kosuru Purushotham 2/4/2022 6:10 PM**

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

**Wipro Limited** T :+91 (80) 2844 0011

Deodskanelli F :+91 (80) 2844 0054

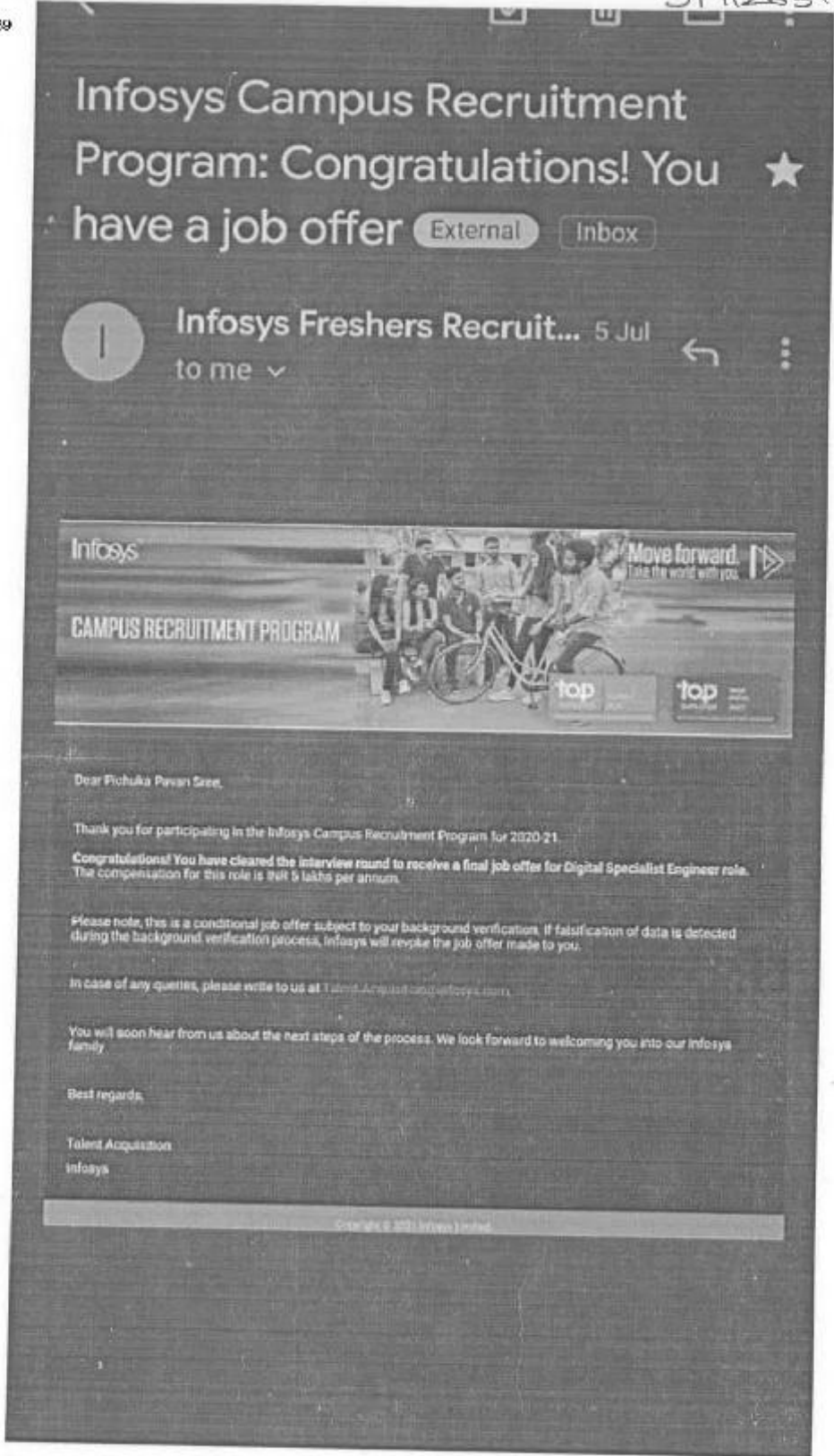
Sanjapur Road E :info@wipro.com

Bengaluru 560 035 W :wipro.com

4/2/22, 6:10 PM [https://wipro.icims.com/forms?module=Forms&action=showForm&view=htm&form=Elite\\_Offer\\_Letter\\_Template\\_2022&user=23680...](https://wipro.icims.com/forms?module=Forms&action=showForm&view=htm&form=Elite_Offer_Letter_Template_2022&user=23680...)  
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### APPOINTMENT LETTER

August 11, 2021

Dear Rajana Rajesh,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

#### **1. Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

#### **2. Compensation:**

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure V. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

#### **3. Other Benefits:**

You will also be eligible for:



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**APPOINTMENT LETTER**

June 4, 2021

Dear Ravi Monika Sai,

Welcome to Wipro Limited (Company/Wipro\*) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

**1. Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You be to other ,  
Com or as te or c  
ti eter . In such a c , you wi  
a the assignment uding compensation, working hours, holidays, leave, people  
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om by the iversity/institution for award of the degree/diploma and the requirements, including  
aggregate, specified by the Company for your role, and any other criteria specified by the Company in  
terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

Registered Office:

Wipro Limited T : +91 (80) 2844 0011  
Doddakannelli F : +91 (80) 2844 0054  
Sarjapur Road E : info@wipro.com  
Bengaluru 560 035 W : wipro.com  
India C : L32102KA1945PLC020900

Page 1

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317126514049

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20195167122/Hyderabad**  
**Date: 11/01/2021**

Mr. Veera Raghava Sai Manikantha Ravuri  
50-78-7Golla Veedhi,  
Seethammapeta,  
Visakhapatnam-530016,  
Andhra Pradesh.  
Tel# 91-9885056183

Dear Veera Raghava Sai Manikantha Ravuri,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

TCS Confidential  
TCSL/DT20195167122

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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Wipro Offer Letter Inbox



campus offerletters 3 Jun  
to me ▾



**June 3, 2021**

Dear **Remella Chandana**,

Congratulations! We are pleased to offer you the position of **Project Engineer** at **Wipro**.

Please click on the link below to review and accept your offer letter at the earliest.  
**Click to Complete**

We request you to accept the iCIMS Offer Letter within 10 days from the receipt of the offer Letter, failing which we will be forced to infer that you are no longer interested to be a part of **Wipro** fresher hiring process.

SM

317126514053



Capgemini Technology Services India Limited  
(Formerly known as ADAPT Global Solutions Limited)  
IT-1, IT-2, VICO MIDC, Trivello - Bengaluru Road  
Bangalore 560078, Maharashtra, India  
Tel: +91 22 7141 4263 | Fax: +91 22 7141 2121  
www.capgemini.com/in-en

Superset ID: 742758

### Letter of Intent ("LOI")

Dear Anusha Saripalli,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst and A4** with **Capgemini Technology Services India Limited**, (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/ diploma examination.

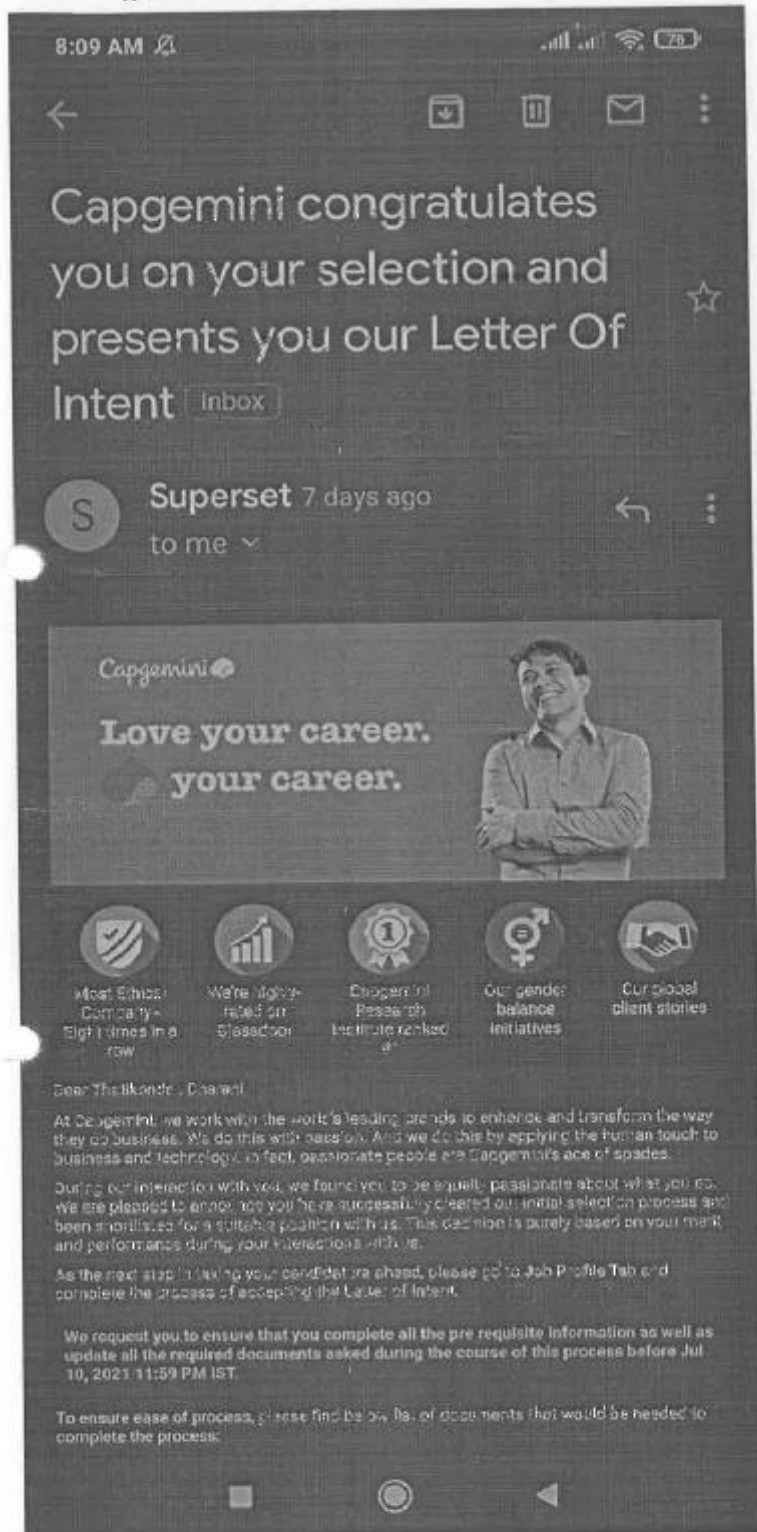
The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear



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To,

**Name :** Tirumala Reddy Durga Goutam Prasad

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Tirumala Reddy Durga Goutam Prasad,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked. "

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter" program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.

- The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
  - Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
  - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
  - On successful completion of the program and clearance of the Technology fundamental



# Fwd: Congratulations! Selected for Cognizant's GenC - Developer



Inbox



**samuel paul** 11:20 AM  
to me ▾



Roll no- 317126514061 - offer letter

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

From: **Superset** <[notifications@email.joinsuperset.com](mailto:notifications@email.joinsuperset.com)>

Date: Tue, 7 Sep 2021, 11:27 a.m.

Subject: Congratulations! Selected for Cognizant's  
GenC - Developer

To: <[samuelpaul767494@gmail.com](mailto:samuelpaul767494@gmail.com)>

Dear Anupuji raju,

Greetings from Cognizant!

Congratulations on clearing the Cognizant interview for GenC - Developer! We are happy to inform you that you've been selected for the role. Your journey with Cognizant will be full of learning experiences that help



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Infosys<sup>®</sup>



HRD/3T/21-22/1001714721

July 26, 2021

Mr. Ravi Teja Bagadi  
Candidate ID: 1001714721  
Door No:6-49-14/5  
Srinivasa Nagar, Gajuwaka  
Vishakhapatnam - 530026  
Andhra Pradesh  
India  
Ph: (91) 91003 08606

Dear Ravi Teja,

**SUB: LETTER OF INTENT TO HIRE**

**Congratulations!** Further to your application for Employment with Infosys Limited ('Company') and the subsequent selection process, we are delighted to communicate to you our intent to make you an offer for the position of **Systems Engineer in Job Level 3** with the company. Your DoJ is **October 4, 2021** and you will receive the Letter of Appointment with all the elaborates soon.

This letter of intent would be superseded by a formal employment contract. The employment contract will detail out the scope, terms and conditions of your employment with the company, break up of your salary, proposed location of posting, date of joining etc.

Please be advised that our offer to you will be conditional upon you having successfully completed your graduation / post-graduation qualification and having completed all course requirements and examinations required for the award of the educational qualification mentioned by you in your application for employment with the Company. You are required to submit all marks sheets and other relevant documents (if any), on the day you join the Company. Further, you should have been declared as passed by the relevant examination authority. Please note that the determination of the adequacy or authenticity of all or any of the proofs and any condoning delay in submission of the same will be at the Company's absolute and sole discretion.

Should you meet the conditions of employment, your **Total Gross Salary** includes a Performance Incentive and will be **INR 360000** per annum. The complete breakdown of the compensation and increment will be provided in the Letter of Appointment.

This is a letter of intent only. It is not intended to be, and shall not constitute in any way a binding or legal agreement, or impose any legal obligation or duty on either you or the Company. Should you have any questions regarding the above, please do not hesitate to write to us at [offer\\_update@infosys.com](mailto:offer_update@infosys.com).

Welcome to Infosys Ltd. We are confident you will be able to make a significant contribution to the success of Infosys Limited. We wish you a long, rewarding and fulfilling career and look forward to working with you.

Yours sincerely,

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



317126514064.

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20206803581/Hyderabad**  
**Date: 20/04/2021**

Ms. Deepika Bingi  
0-0Srinivasa Colony, Saluru,  
Near Degree College,  
Vijayanagaram-535591,  
Andhra Pradesh.  
Tel# 91-9441689945

Dear Deepika Bingi,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Systems Engineer in Grade C1**. You will be assigned a role in the **TCS Digital (TCS Digital) Unit**, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹7,00,022/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

**TCS Confidential**  
**TCSL/DT20206803581**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 31 11 Email: careers@tcs.com



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HRID/3T/1002481190/21-22



Mr. Bonagiri Yogeshwara Ajith Narayana  
No. 6-35-27  
Sivalayam Street,Gavarapeta,  
Tuni(m)-533401  
India

Ph: (91-9182648991

Dear Bonagiri,

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**

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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November 16, 2021

HRID/1002481190/21-22

Mr. Bonagiri Yogeshwara Ajith Narayana  
 No. 6-35-27  
 Sivalayam Street,Gavarapeta,  
 Tuni(m)-533401  
 India

Ph: (91)-9182648991

Dear Bonagiri,

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 **16-Dec-2021**.

#### **Location**

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

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

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

#### **Training**

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

**Probation and Confirmation**

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

**Leave**

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

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

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

**Agreement**

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

**Compensation and Benefits****Salary**

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

**Training Performance - linked Incentive**

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





### **Ex - Gratia / Bonus**

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

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

### **Basket of Allowances (BOA)**

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

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

### **National Pension Scheme**

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

### **Insurance**

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

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



**ANNEXURE - I**  
**(Compensation during the Training)**

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Mr. Bonagiri Yogeshwara Ajith Narayana			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
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
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>TOTAL GROSS SALARY</b>				<b>25,000</b>
<b>OTHER BENEFITS</b>				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
<b>SALARY LOAN</b> (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				

**ANNEXURE - II**  
**(Compensation post Unit allocation)**

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Mr. Bonagiri Yogeshwara Ajith Narayana			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
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
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>4. INCENTIVE COMPONENTS</b>				
		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
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>				<b>26,250</b>
<b>TOTAL GROSS SALARY (Inclusive of the Incentive Component at indicative payout 10% of FGS)</b>				<b>27,500</b>
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>				<b>30,000</b>
<b>OTHER BENEFITS</b>				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
<b>SALARY LOAN</b> (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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Capgemini Technology Services India Limited  
(Formerly known as IGATE Global Solutions Limited)  
IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,  
Navi Mumbai - 400708, Maharashtra, India.  
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121  
www.capgemini.com/in-en

**Superset ID: 647587**

**Letter of Intent ("LOI")**

Dear Boya Karthik,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst and A4 with Capgemini Technology Services India Limited.**, (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/ diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this LoI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear

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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203431279/Hyderabad**  
**Date: 11/01/2021**

Mr. Vinay Kumar Kandipalli  
21-223/2Kakani Nagar, Opp Abe Park,  
Nad Kotha Road,  
Visakhapatnam-530009,  
Andhra Pradesh.  
Tel# 91-9985792853

Dear Vinay Kumar Kandipalli,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

**TCS Confidential**  
**TCSL/CT20203431279**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

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

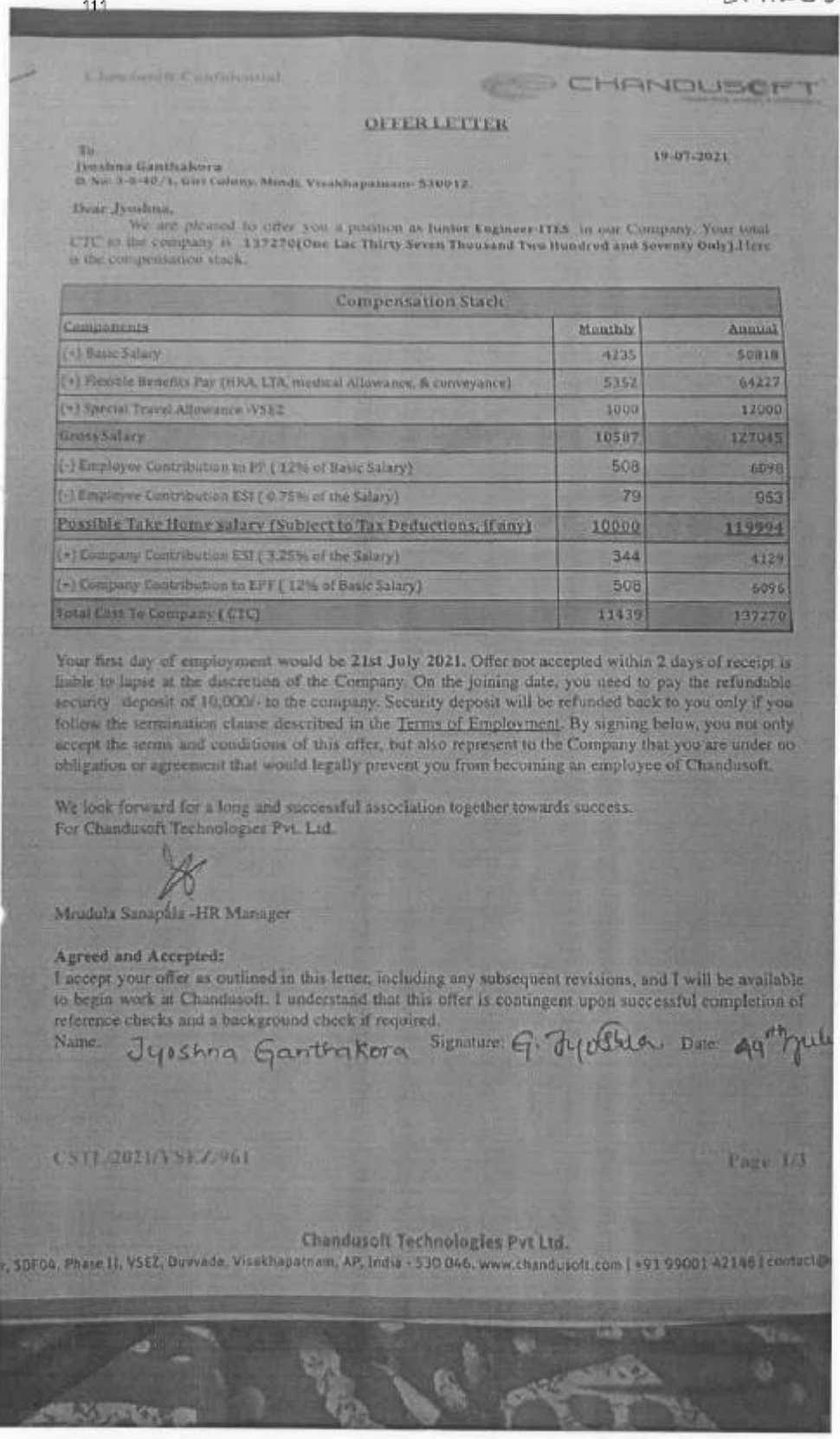
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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

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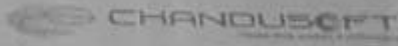




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Confidential & Confidential



### OFFER LETTER

To  
Jyoshna Ganthakora  
D. No. 3-8-40/3, Gini Colony, Mendi, Visakhapatnam- 530012.

19-07-2021

Dear Jyoshna,  
We are pleased to offer you a position as Junior Engineer-ITIS in our Company. Your total CTC to the company is 137270(One Lac Thirty Seven Thousand Two Hundred and Seventy Only). Here is the compensation stack.

Compensation Stack		
Components	Monthly	Annual
(+) Basic Salary	4235	50818
(+) Flexible Benefits Pay (HRA, LTA, medical Allowance, & conveyance)	5352	64227
(+) Special Travel Allowance (VSEZ)	1000	12000
Gross Salary	10587	127045
(-) Employee Contribution to PF ( 12% of Basic Salary)	508	6096
(-) Employee Contribution ESI ( 0.75% of the Salary)	79	953
<b>Possible Take Home Salary (Subject to Tax Deductions, if any)</b>	<b>10000</b>	<b>119994</b>
(+) Company Contribution ESI ( 3.25% of the Salary)	344	4129
(+) Company Contribution to EPF ( 12% of Basic Salary)	508	6096
Total Cost To Company ( CTC)	11439	137270

Your first day of employment would be 21st July 2021. Offer not accepted within 2 days of receipt is liable to lapse at the discretion of the Company. On the joining date, you need to pay the refundable security deposit of 10,000/- to the company. Security deposit will be refunded back to you only if you follow the termination clause described in the Terms of Employment. By signing below, you not only accept the terms and conditions of this offer, but also represent to the Company that you are under no obligation or agreement that would legally prevent you from becoming an employee of Chandusoft.

We look forward for a long and successful association together towards success.  
For Chandusoft Technologies Pvt. Ltd.

  
Mrudula Sanapala -HR Manager

**Agreed and Accepted:**  
I accept your offer as outlined in this letter, including any subsequent revisions, and I will be available to begin work at Chandusoft. I understand that this offer is contingent upon successful completion of reference checks and a background check if required.

Name: Jyoshna Ganthakora Signature: J. Jyoshna Date: 29<sup>th</sup> July

CSTL/2021/VSEZ/961

Page 1/3



## Capgemini congratulates you on your selection and presents you our Letter Of Intent

External Inbox

**Superset** Yesterday  
to me

Capgemini

Love your career.  
your career.

- Most Ethical Company - Eight times in a row
- We're highly-rated on Glassdoor
- Capgemini Research Institute ranked #1
- Our gender balance initiatives
- Our global client stories

Dear Gorle Shanmukha Narayana,

At Capgemini, we work with the world's leading brands to enhance and transform the way they do business. We do this with passion. And we do this by applying the human touch to business and technology. In fact, passionate people are Capgemini's ace of spades.

During our interaction with you, we found you to be equally passionate about what you do. We are pleased to announce you have successfully cleared our initial selection process and been shortlisted for a suitable position with us. This decision is purely based on your merit and performance during your interactions with us.

As the next step in taking your candidature ahead, please go to **Job Profile Tab** and complete the process of accepting the Letter of Intent.

We request you to ensure that you complete all the pre requisite information as well as update all the required documents asked during the course of this process before Jul 22, 2021 11:59 PM IST.





Strictly Private and Confidential

Date: 13-Aug-2021

Pavan Kumar Gujjala  
C9903016

119, D.NO: 15-1-246/D1, SHIVAJI NAGAR, NEAR MOTHER TEREASA SCHOOL, PALASA  
6300882804

Dear Pavan Kumar Gujjala,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: 7759c935-79e1-4c04-9d30-f759ca86206d\_1  
Signed By: Mahesh Vasudeo Zurale

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Infosys®



HRD/3T/21-22/1001716921

July 26, 2021

Mr. Jilludimudi Pavan Kalyan  
Candidate ID: 1001716921  
4-103  
Gajularega  
Vizianagaram - 535001  
Andhra Pradesh  
India  
Ph: (91) 88978 78975

Dear Jilludimudi,

**SUB: LETTER OF INTENT TO HIRE**

**Congratulations!** Further to your application for Employment with Infosys Limited ('Company') and the subsequent selection process, we are delighted to communicate to you our intent to make you an offer for the position of **Systems Engineer** in Job Level 3 with the company. Your DoJ is **October 4, 2021** and you will receive the Letter of Appointment with all the elaborates soon.

This letter of intent would be superseded by a formal employment contract. The employment contract will detail out the scope, terms and conditions of your employment with the company, break up of your salary, proposed location of posting, date of joining etc.

Please be advised that our offer to you will be conditional upon you having successfully completed your graduation / post-graduation qualification and having completed all course requirements and examinations required for the award of the educational qualification mentioned by you in your application for employment with the Company. You are required to submit all marks sheets and other relevant documents (if any), on the day you join the Company. Further, you should have been declared as passed by the relevant examination authority. Please note that the determination of the adequacy or authenticity of all or any of the proofs and any condoning delay in submission of the same will be at the Company's absolute and sole discretion.

Should you meet the conditions of employment, your **Total Gross Salary** includes a Performance Incentive and will be **INR 360000** per annum. The complete breakdown of the compensation and increment will be provided in the Letter of Appointment.

This is a letter of intent only. It is not intended to be, and shall not constitute in any way a binding or legal agreement, or impose any legal obligation or duty on either you or the Company. Should you have any questions regarding the above, please do not hesitate to write to us at [offer\\_update@infosys.com](mailto:offer_update@infosys.com).

Welcome to Infosys Ltd. We are confident you will be able to make a significant contribution to the success of Infosys Limited. We wish you a long, rewarding and fulfilling career and look forward to working with you.

Yours sincerely,

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



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317126514080



**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203469328/Kolkata**  
**Date: 03/08/2021**

Mr. Kandi Ajith Naidu  
804-B, 129 Dattirajeru Post,  
Jntuk Vizianagaram,  
Vizianagaram-535580,  
Andhra Pradesh.  
Tel# 91-9550362305

Dear Kandi Ajith Naidu,

**Sub: Letter of Offer**

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

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

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

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

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

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TCSL/CT20203469328

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**TATA CONSULTANCY SERVICES**

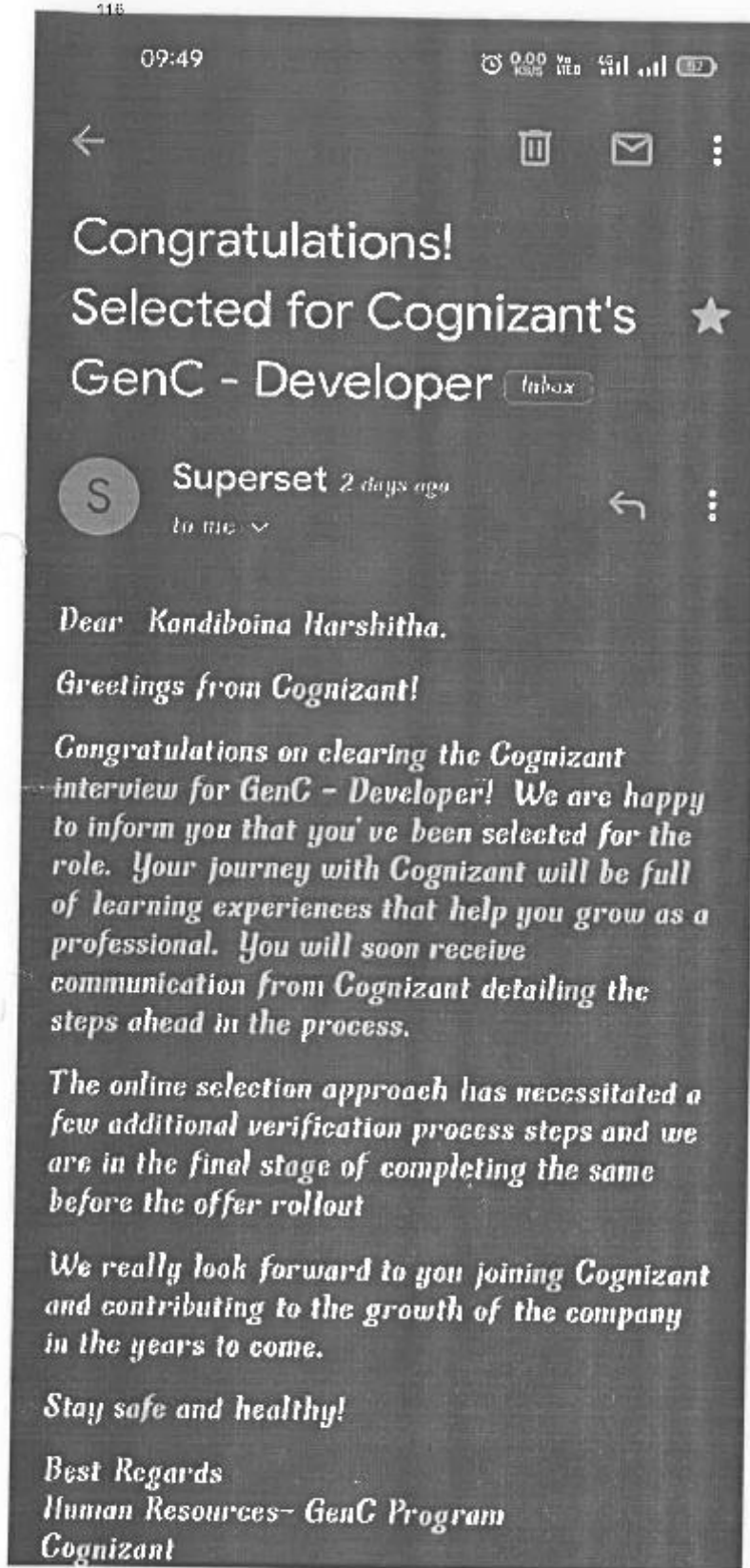
Tata Consultancy Services Limited

Building 1A, EcoSpace, Plot - 11F/12, New Town, Rajarhat, Kolkata-700156, West Bengal, India

Tel: 91 33 6688 1000 Fax: 91 33 6636 6001 Website: www.tcs.com

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

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



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317126514082

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203431279/Hyderabad**  
**Date: 11/01/2021**

Mr. Vinay Kumar Kandipalli  
21-223/2Kakani Nagar,Opp Abe Park,  
Nad Kotha Road,  
Visakhapatnam-530009,  
Andhra Pradesh.  
Tel# 91-9985792853

Dear Vinay Kumar Kandipalli,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be assigned a role in the **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

TCS Confidential  
TCSL/CT20203431279

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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**BE YOURSELF,  
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

Date:25-Jun-2021

Bhargav Sai Kola  
C9679396

44-37-10/A, SRINIVASA NAGAR, AKKAYAPALEM, VINAYAKA TEMPLE, VISAKHAPATNAM, ANDHRA PRADESH-  
530016.

9121192657

Dear Bhargav Sai Kola,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Reference Id: 7bc0688b-42fd-40b7-850f-8a7a112bbcb9\_1  
Signed By: Mahesh Vasudeo Zurale



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HRID/31/1002042452/21-22



Ms. Nazia Khan  
Door No:44-24-1/3  
Railway New Colony  
Visakhapatnam-530016  
India

Ph: (91)-7288802889

Dear Nazia,

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**

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



September 16, 2021

HRID/1002042452/21-22

Ms. Nazia Khan  
 Door No:44-24-1/3  
 Railway New Colony  
 Visakhapatnam-530016  
 India

Ph: 091-7288802889

Dear Nazia,

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 **23-Sep-2021**.

#### **Location**

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

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

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

#### **Training**

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

**Probation and Confirmation**

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

**Leave**

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

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

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

**Agreement**

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

**Compensation and Benefits****Salary**

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

**Training Performance - linked Incentive**

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



### **Ex - Gratia / Bonus**

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

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

### **Basket of Allowances (BOA)**

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

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

### **National Pension Scheme**

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

### **Insurance**

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



**ANNEXURE - I**  
**(Compensation during the Training)**

<b>COMPENSATION DETAILS</b> (All figures in INR per month)				
NAME	Ms. Nazia Khan			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
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
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>TOTAL GROSS SALARY</b>				<b>25,000</b>
<b>OTHER BENEFITS</b>				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
<b>SALARY LOAN</b> (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				



**ANNEXURE - II**  
**(Compensation post Unit allocation)**

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. Nazia Khan			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
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
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>4. INCENTIVE COMPONENTS</b>				
	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	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>				<b>26,250</b>
<b>TOTAL GROSS SALARY (Inclusive of the Incentive Component at indicative payout 10% of FGS)</b>				<b>27,500</b>
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>				<b>30,000</b>
<b>OTHER BENEFITS</b>				
<b>Scheme</b>	<b>Eligible Amount In INR</b>	<b>Interest</b>	<b>Monthly Instalments</b>	<b>Margin Money (To be borne by the employee)</b>
<b>SALARY LOAN (subject to submission of Trainee Agreement)</b>	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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**OFFER LETTER**

To  
Ravali Kenguva  
D.No: 28/128, Bangaramma Colony, Krishna Statue, Gollaveedhi, Bobbili- 535558.

19-07-2021


Dear Ravali,

We are pleased to offer you a position as Junior Engineer-ITES in our Company. Your total CTC to the company is **137270**(One Lac Thirty Seven Thousand Two Hundred and Seventy Only).Here is the compensation stack.

Compensation Stack		
Components	Monthly	Annual
(*) Basic Salary	4235	50818
(*) Flexible Benefits Pay (HRA, LTA, medical Allowance, & conveyance)	5352	64227
(*) Special Travel Allowance -VSEZ	1000	12000
Gross Salary	10587	127045
(-) Employee Contribution to PF ( 12% of Basic Salary)	508	6096
(-) Employee Contribution ESI ( 0.75% of the Salary)	79	953
<b>Possible Take Home salary (Subject to Tax Deductions, if any)</b>	<b>10000</b>	<b>119994</b>
(*) Company Contribution ESI ( 3.25% of the Salary)	344	4129
(*) Company Contribution to EPF ( 12% of Basic Salary)	508	6096
<b>Total Cost To Company ( CTC)</b>	<b>11439</b>	<b>137270</b>

Your first day of employment would be 21st July 2021. Offer not accepted within 2 days of receipt is liable to lapse at the discretion of the Company. On the joining date, you need to pay the refundable security deposit of 10,000/- to the company. Security deposit will be refunded back to you only if you follow the termination clause described in the Terms of Employment. By signing below, you not only accept the terms and conditions of this offer, but also represent to the Company that you are under no obligation or agreement that would legally prevent you from becoming an employee of Chandusoft.

We look forward for a long and successful association together towards success.  
For Chandusoft Technologies Pvt. Ltd.

  
Mrudula Sanapala -HR Manager

Agreed and Accepted:

I accept your offer as outlined in this letter, including any subsequent revisions, and I will be available to begin work at Chandusoft. I understand that this offer is contingent upon successful completion of reference checks and a background check if required.

Name: Ravali Kenguva

Signature: K. Ravali

Date: 19-07-2021

CS/IL/2021/VSEZ/960

Page 1/3

Chandusoft Technologies Pvt Ltd.

30F06, Phase II, VSEZ, Duvvada, Visakhapatnam, AP, India - 530 046. www.chandusoft.com | +91 99001 42148 | contact@chandusoft.com

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**Offer: Computer Consultancy**  
**Ref: TCSL/DT20195168665/Hyderabad**  
**Date: 11/01/2021**

Mr. Razab Ali  
38-13-25/2Laxmi Nagar,  
Marripalem,  
Visakhapatnam-530018,  
Andhra Pradesh,  
Tel# -

Dear Razab Ali,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Infrastructure Services (IS) Unit**, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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**TCSL/DT20195168665**

**TATA CONSULTANCY SERVICES**  
**Tata Consultancy Services Limited**

Dockanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Niema Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com

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# Congratulations! Selected for Cognizant's GenC - Developer Inbox



**Superset** 2 days ago  
to me ▾



Dear Sai Rakesh Repalli,

Greetings from Cognizant!

Congratulations on clearing the Cognizant interview for GenC - Developer! We are happy to inform you that you've been selected for the role. Your journey with Cognizant will be full of learning experiences that help you grow as a professional. You will soon receive communication from Cognizant detailing the steps ahead in the process.

The online selection approach has necessitated a few additional verification process steps and we are in the final stage of completing the same before the offer rollout

We really look forward to you joining Cognizant and contributing to the growth of the company in the years to come.

Stay safe and healthy!

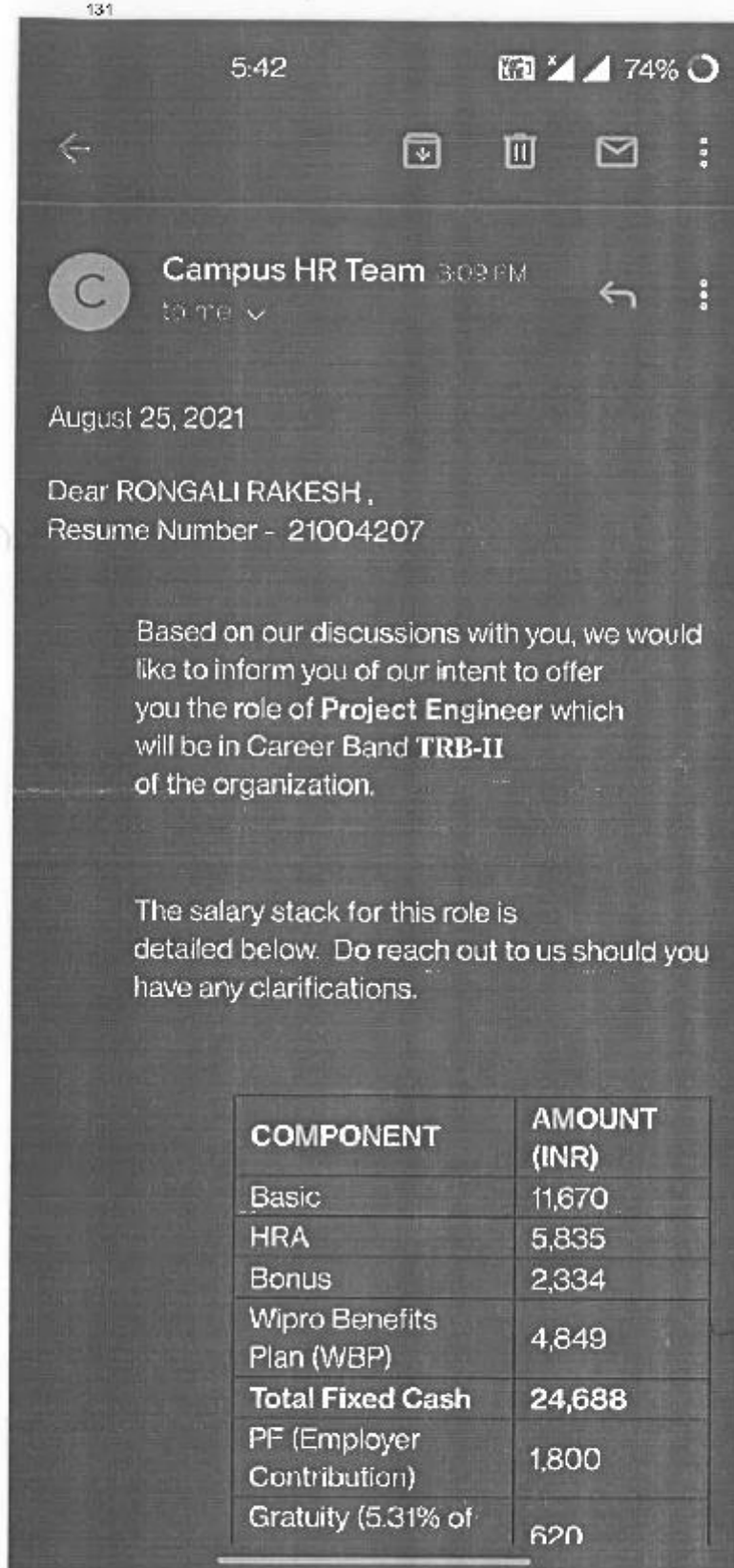
Best Regards  
Human Resources- GenC Program  
Cognizant

← Reply

↩ Reply all

➦ Forward





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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203106065/Hyderabad**  
**Date: 08/01/2021**

Ms. Divya Savalapurapu,  
10-245 Santoshinagar Street,  
Near Santoshimatha Temple,  
Srikakulam-532421,  
Andhra Pradesh.  
Tel# 91-9550090925

Dear Divya Savalapurapu,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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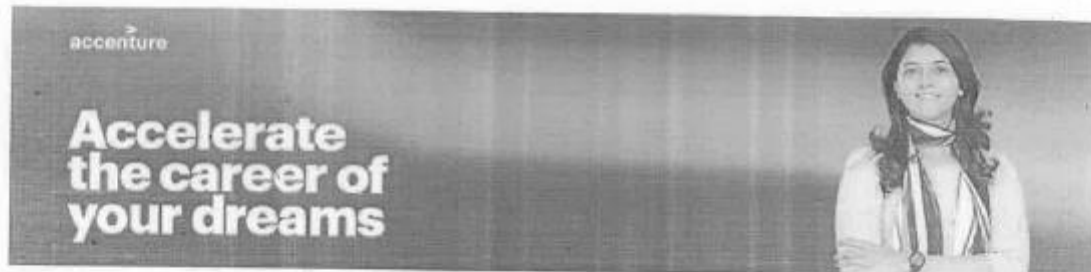
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**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

Dharampark, flo-7, Software Units Layout, Madhapur, Hyderabad-500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2032 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai-400 021  
TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com

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To,

Name : Shaik Ahamadi

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Shaik Ahamadi,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
  - The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
    - Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
    - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
    - On successful completion of the program and clearance of the Technology fundamental

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**Offer: Computer Consultancy**  
**Ref: TCSL/DT20195165363/Pune**  
**Date: 09/08/2021**

Ms. Nikhila Sontyana  
102Peddha Veedhi,  
Rayala,  
Srikakulam-532457,  
Andhra Pradesh.  
Tel# 91-9390163613

Dear Nikhila Sontyana,

**Sub: Letter of Offer**

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

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

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

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

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

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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S.No 103/A/1/1 29, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India

Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com

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

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



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Capgemini Technology Services India Limited  
(Formerly known as IGATE Global Solutions Limited)  
IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,  
Navi Mumbai 400708, Maharashtra, India.  
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121  
[www.capgemini.com/in-en](http://www.capgemini.com/in-en)

**Superset ID: 1400715**

**Letter of Intent ("LOI")**

Dear SUKKA AMULYA,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst and A4** with **Capgemini Technology Services India Limited.**, (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/ diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this LoI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear

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the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.

Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Capgemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact [fresherhiring.in@capgemini.com](mailto:fresherhiring.in@capgemini.com)

Thanking you,

Yours Sincerely,

**For & On Behalf of Capgemini**

**Tejinder Sethi**

**Head - Fresher Hiring**

This is a system generated document and does not need a signature

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**ANNEXURE 1****SUKKA AMULYA****Analyst and A4**

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only)**. Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to **INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only)**. Effective 1<sup>st</sup> July 2022, (irrespective of your probation status, except for probation non-confirmation), your all-inclusive compensation will be revised to **INR 4,00,000/- (Rupees Four Lakh only)**. Based on your Date of Joining, your compensation shall be paid monthly. The Company shall deduct tax at source at the time of making payment.

**For & On Behalf of Capgemini**

**Tejinder Sethi**

**Head - Fresher Hiring**

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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192641783/Hyderabad**  
**Date: 17/08/2021**

Mr. Bilal Raza Syed Ahmed  
Railway Quarters No : 832/BBnitn Colony,  
Thatichetlapalem,  
Visakhapatnam-530016,  
Andhra Pradesh.  
Tel# 91-7396601876

Dear Bilal Raza Syed Ahmed,

**Sub: Letter of Offer**

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

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

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

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

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

**TCS Confidential**  
**TCSL/CT20192641783**




**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com




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10:12 1.00 KB/S    72

## Offer of Employment - Virtual onboarding and Training Inbox



Offers@infosys.... 2 days ago  
to me 



Dear Vaara,

Congratulations!!!

We hope you and your family are staying safe and keeping healthy. We appreciate the resolve and patience you have kept in matters of your joining date.

At Infosys, the health and well-being of our employees is a key concern and in keeping with the same we would like to congratulate you once again on your successful participation in our selection process. Please find attached the Offer of Employment with your confirmed date of joining for the role of Systems Engineer at Infosys Limited. The instructions to complete the agreement is attached for your reference.

Kindly note that this is a conditional Offer of Employment being extended to you on the basis of the information that you have filled at the time of the selection process. If you fail to meet any of our selection criteria, the organization has the rights to revoke the offer.

We will be reaching out to you regularly, primarily through online avenues between now and the time you join. Also, a primarily online mode of communication regarding the joining related formalities will be sent to you a couple of weeks before your joining date. We request you to keep regular online vigilance for the same.

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317126514118

Infosys®



HRD/3T/21-22/1001727424

July 26, 2021

Mr. Leela Prasad Yamala  
Candidate ID: 1001727424  
Rama Colony  
Near Park  
Vizianagaram - 535591  
Andhra Pradesh  
India  
Ph: (91) 77023 21871

Dear Leela Prasad,

**SUB: LETTER OF INTENT TO HIRE**

**Congratulations!** Further to your application for Employment with Infosys Limited ('Company') and the subsequent selection process, we are delighted to communicate to you our intent to make you an offer for the position of **Systems Engineer** in Job Level 3 with the company. Your DoJ is **October 4, 2021** and you will receive the Letter of Appointment with all the elaborates soon.

This letter of intent would be superseded by a formal employment contract. The employment contract will detail out the scope, terms and conditions of your employment with the company, break up of your salary, proposed location of posting, date of joining etc.

Please be advised that our offer to you will be conditional upon you having successfully completed your graduation / post-graduation qualification and having completed all course requirements and examinations required for the award of the educational qualification mentioned by you in your application for employment with the Company. You are required to submit all marks sheets and other relevant documents (if any), on the day you join the Company. Further, you should have been declared as passed by the relevant examination authority. Please note that the determination of the adequacy or authenticity of all or any of the proofs and any condoning delay in submission of the same will be at the Company's absolute and sole discretion.

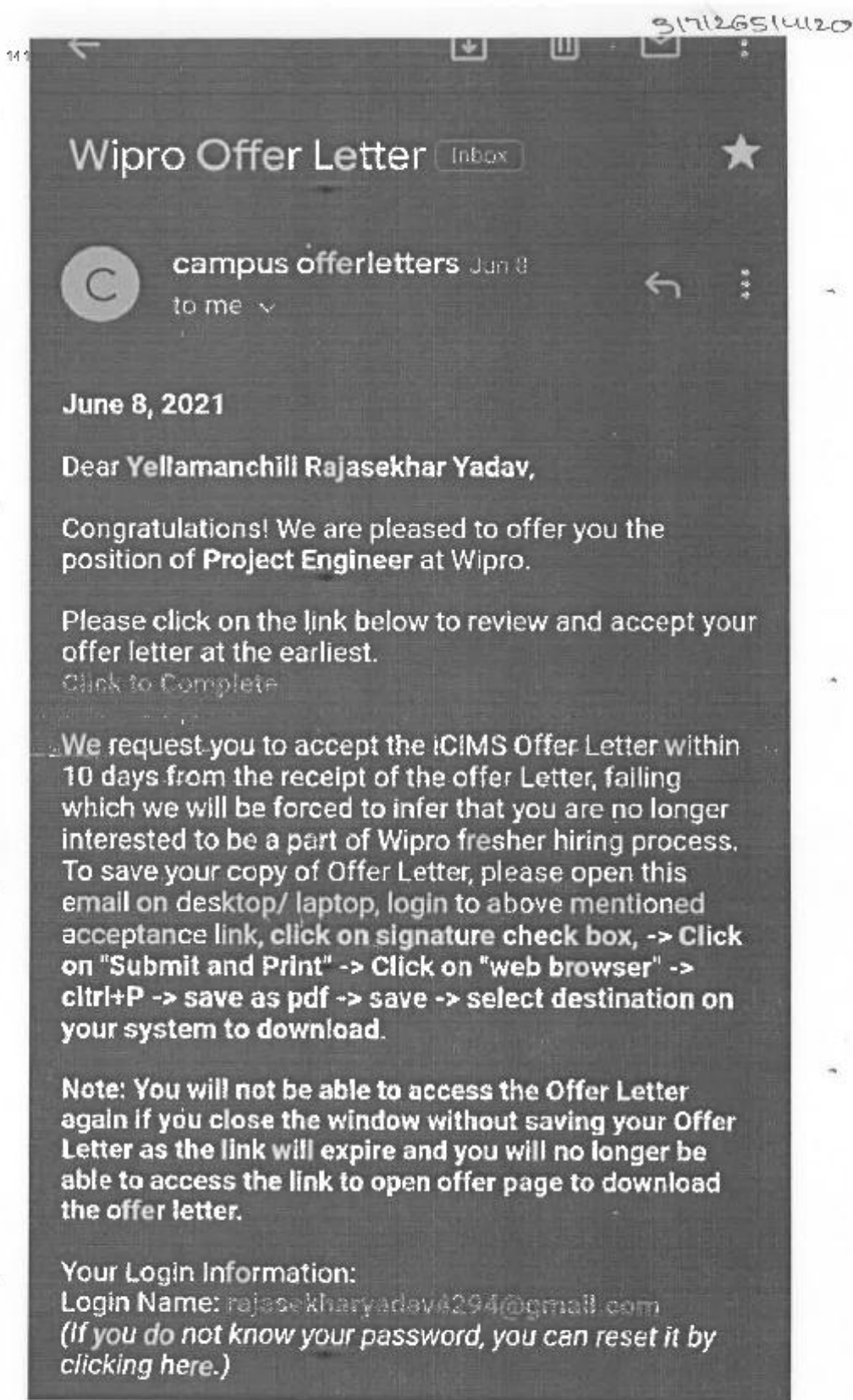
Should you meet the conditions of employment, your **Total Gross Salary** includes a Performance Incentive and will be **INR 360000** per annum. The complete breakdown of the compensation and increment will be provided in the Letter of Appointment.

This is a letter of intent only. It is not intended to be, and shall not constitute in any way a binding or legal agreement, or impose any legal obligation or duty on either you or the Company. Should you have any questions regarding the above, please do not hesitate to write to us at [offer\\_update@infosys.com](mailto:offer_update@infosys.com).

Welcome to Infosys Ltd. We are confident you will be able to make a significant contribution to the success of Infosys Limited. We wish you a long, rewarding and fulfilling career and look forward to working with you.

Yours sincerely,

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



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3171265(412)



HRD/3T/1001715775/21-22

Mr. Jai Teja Adabala  
H.No: 5-112  
R II Colony P M Palem  
Vishakhapatnam-530041  
India

Ph: +91-7386543242

Dear Jai Teja,

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: 2021.07.15 11:42:00 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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317126514122



Strictly Private and Confidential

Date:20-Jul-2021

Areti Kamal Sandeep  
C9782403

6-74/2,Near andhra bank ,Tundurru ,Bhimavaram mandal,West godavari district ,Andhra pradesh  
9704829558

Dear Areti Kamal Sandeep,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: 65f5f404-0d49-4d3e-bf45-5b9adffc6a8c\_1  
Signed By: Mahesh Vasudeo Zurale

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317126514123



HRD/NOBA/1002034659

August 18, 2021

Ms. Usharani Bagathi  
Palasa  
Srikakulam  
Srikakulam - 5322220  
Andhra Pradesh  
India  
Ph: (91) 93467 60643

Dear Usharani,

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

**INFOSYS LIMITED**  
CIN: L85110KA1981PLC013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T 91 80 2852 0201  
F 91 80 2852 0352  
askus@infosys.com  
www.infosys.com

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317126514124

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20207251539/Pune**  
**Date: 09/08/2021**

Mr. Dileep Kumar Bendi  
28-58-2/2Ntr Street,  
Meesava,  
Visakhapatnam-530046,  
Andhra Pradesh.  
Tel# -

Dear Dileep Kumar Bendi,

**Sub: Letter of Offer**

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

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

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

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

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

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TCSL/DT20207251539

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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India

Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com

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

TCS Careers ServiceLine: 1800 299 3111 E-mail: careers@tcs.com

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317126514125

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203488508/Pune**  
**Date: 09/08/2021**

Mr. S P V Atchuth Kumar Bhasuru  
4-35/2 Srinivasuni NilayamLakshmiapuram,  
Vepagunta,  
Visakhapatnam-530047,  
Andhra Pradesh.  
Tel# -

Dear S P V Atchuth Kumar Bhasuru,

**Sub: Letter of Offer**

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

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

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

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

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

TCS Confidential  
TCSL/CT20203488508

1

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CT'S 1995, Nagar Road, Yerwada, Pune 411 006 India

Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com

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

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





317126514129

Date: 17-Dec-2020

To

Damuluri Tanuja  
INDIA

Dear Damuluri Tanuja,

**Sub: Offer of Training and Employment**

1. This has reference to the selection process for employment opportunity at Mindtree in the campus of Kalinga.
2. We take pleasure in informing you that you have been selected for appointment in Mindtree as an JUNIOR ENGINEER in the competency Level C subject to the following terms and conditions.
  - 2.1. a) You should complete the Degree which you are now pursuing without any backlog (subjects where you have not obtained the passing marks) at the time of joining
  - b) Secure 60% aggregate in the degree. Aggregate is calculated as follows:
$$\text{Aggregate} = \frac{\text{(Total of marks obtained in all the subjects from the first to last semester)}}{\text{(Total of maximum marks in all the subjects from first to last semester)}}$$
$$\text{Aggregate \%} = \text{Aggregate} * 100$$
  - c) Provide a copy of the degree certificate or provisional degree certificate along with mark sheets of all semesters on your day of joining.
- 2.2. You shall initially undergo training at Mindtree, Kalinga, Bhubaneswar, Odisha and undergo Orchard Learning Programme conducted by Mindtree, Kalinga which helps you to transition to the Corporate world of technology solutions. The details of the programme are provided separately.
- 2.3. Your joining location would be Mindtree Kalinga, Bhubaneswar and joining date would be communicated in subsequent mails.

*D.Tanuja*

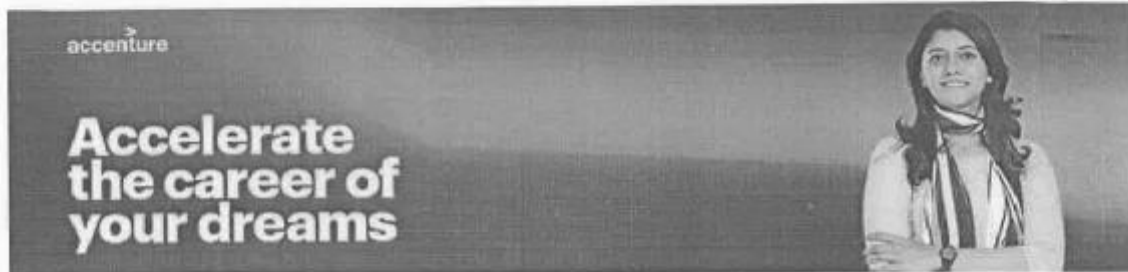
D.Tanuja (04/10/2020 11:37:01 AM +5.30)

Mindtree Ltd T +91 80 6706 4000  
RVCE Post, Mysore Road F +91 80 6706 4100  
Bangalore 560 069 W www.mindtree.com

Candidate No. IN/800/0231/20

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3171265 14132



To,

Name : Jayasri Ganni

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Jayasri Ganni,

This confirms you have cleared the Initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked. \*

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
  - The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
    - Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
    - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
    - On successful completion of the program and clearance of the Technology fundamental

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**Infosys**<sup>®</sup>  
Navigate your next  
July 19, 2021

HRD/3T/1001720634/21-22

Mr. Saurav Gautam  
Flat 405, vijay towers,  
Indira colony 2, sriharipuram, visakhapatnam.  
Vishakhapatnam-530011  
India

Ph: +91-8008059717

Dear Saurav,

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: 2021.07.19 15:29:46 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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317126514135



**Ref: TCSL/CT20203296293/1425928/Hyderabad**  
**Date: 15 July 2021**

MR. SURYA PRAKASH GEDALA  
10-33-8/21 Seven Hills Hospital Down,  
Old Jail Road, Visakhapatnam,  
Andhra Pradesh-530002.  
Tel# 917013111057

**Sub: Joining Letter**

Dear Mr. Surya Prakash Gedala,

We would like to take this opportunity to extend a very warm welcome to TATA Consultancy Services Limited (TCSL) family.

We are pleased to inform you that your joining date at TCSL will be **12th August 2021**, your joining location is **Chennai**, work location is **Chennai** and your stream is **IT**. This has been provided considering your preference and business requirements.

Your wellbeing is our utmost priority in the current COVID-19 pandemic scenario across India. Keeping this in mind, and the regulations enforced by various states at this point, we have internally enabled a virtual onboarding process for our future TCSers. For the Virtual Onboarding Process, you **will not be required to physically report at the TCS offices on the date of your joining**.

TCS XP HR Team will reach out to you over email in the next few days to guide you further on the virtual onboarding process and steps to be taken to prepare yourself for onboarding.

Congratulations on completing the first phase of your learning through TCS Xplore Program. We appreciate your passion towards learning which has helped you to perform well. You are now set to experience learning through our coveted TCS Xperience Program.

Private and Confidential

Page | 1

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Ltd

Peepul Park, Technopark Campus, Kariavattom P.O., Thiruvananthapuram - 695 581, Kerala, India

Telephone : +91 471 6629400, Fax: +91 471 6629499, Website : www.tcs.com

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

Corporate Identification Number (CIN): L22210MH1995PLCG64781



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317126514137

Principal Global Services Pvt. Ltd.,  
(A Member Company of Principal Financial Group, USA)  
Tower 16, Cybercity, Magarpatta City,  
Hadapsar, Pune - 411013, India  
Tel.: +91 020 6621 4000  
<http://www.principal.com>



July 14, 2021

**KADAMBARI MANIDEEP**  
Flat No : 202 , AmruthaSai Residency (Apartments), Adda Road, Thimmapuram ,  
S.Rayavaram Mandal , Visakhapatnam , Andhra Pradesh  
VISAKHAPATNAM, AP 531083

Dear KADAMBARI,

We are pleased to extend you an offer to join Principal Global Services Private Limited ("Company"), a Principal Financial Group Company. The Principal Financial Group is a fortune 500 Company and we are glad you will be contributing to our on going success. We have a great deal of challenging work ahead and each of the leaders you have interacted with recognizes your ability to contribute to our endeavors.

Following are the terms of the offer:

**Appointment**

You shall be designated as Trainee Analyst of the Company. In this role, you shall be based at our Hyderabad facility and if required you, may be asked to provide services to any of its associated companies within or outside India. Your appointment is subject to successfully completion of current degree, awarded in the current academic year without any standing backlogs, accuracy of your testimonials and information provided by you, you are being free from any contractual restrictions preventing you from accepting the offer and starting work from the aforesaid date and positive reference check of the antecedents provided by you.

This appointment letter is valid upon joining the Company on or before July 28, 2021 after which it shall stand revoked. Following are the details of your employment.

**1. Remuneration**

Designation	Trainee - Analyst
Title	Trainee - Analyst
Tier	101
Total salary (cost to company)	₹600,000.00/ANNUAL

Your Fixed Compensation will be ₹545,455.00 In addition, you will also be eligible for a qualifying discretionary target variable pay of ₹54,545.00 for the period January to December on pro-rata basis.

Confidential

Registered Office: Tower 16, Cybercity, Magarpatta City, Hadapsar, Pune - 411013, India  
CIN: U64120PN2005PTC129516

Signed by KADAMBARI MANIDEEP | manideep.kadambari.official@gmail.com | 14 July, 2021 10:20:30 PM  
IST | 59.88 220.119



**Mindtree**

A Larsen & Toubro Group Company

37126514137

Date: 17-Dec-2020

To

Manideep Kadambari  
INDIA

Dear Manideep Kadambari,

**Sub: Offer of Training and Employment**

1. This has reference to the selection process for employment opportunity at Mindtree in the campus of Kalinga.
2. We take pleasure in informing you that you have been selected for appointment in Mindtree as an JUNIOR ENGINEER in the competency Level C subject to the following terms and conditions.

2.1. a) You should complete the Degree which you are now pursuing without any backlog (subjects where you have not obtained the passing marks) at the time of joining

b) Secure 60% aggregate in the degree. Aggregate is calculated as follows:

$$\text{Aggregate} = \frac{\text{(Total of marks obtained in all the subjects from the first to last semester)}}{\text{(Total of maximum marks in all the subjects from first to last semester)}}$$

$$\text{Aggregate \%} = \text{Aggregate} * 100$$

c) Provide a copy of the degree certificate or provisional degree certificate along with mark sheets of all semesters on your day of joining.

2.2. You shall initially undergo training at Mindtree, Kalinga, Bhubaneswar, Odisha and undergo Orchard Learning Programme conducted by Mindtree, Kalinga which helps you to transition to the Corporate world of technology solutions. The details of the programme are provided separately.

2.3. Your joining location would be Mindtree Kalinga, Bhubaneswar and joining date would be communicated in subsequent mails.

*K. Manideep*

Mindtree Ltd  
RVCE Park, Mysore Road  
Bangalore 560 059

T +91 80 6706 4000  
F +91 80 6706 4100  
W www.mindtree.com

Candidate No: TN7800/6629/23

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317126514138

**Offer: Computer Consultancy**  
**Ref: TCSSL/CT20203295106/Hyderabad**  
**Date: 11/01/2021**

Mr. Kakanuri Sharabha Reddy  
28 - 766a4N.G.O'S Colony,  
Nandyal,  
Nandyal-518501,  
Andhra Pradesh.  
Tel# 91-8179785748

Dear Kakanuri Sharabha Reddy,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

**TCS Confidential**  
**TCSSL/CT20203295106**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

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

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

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

TCS Careers ServiceLine: 1 800 209 3111 Email: careers@tcs.com

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July 26, 2021

IIRD/3T/21-22/1001721808

Mr. Marupu Ramayya  
Candidate ID: 1001721808  
Main Street/5-55  
Salipeta,Kotabommali,Srikakulam, Andhra Pradesh  
Srikakulam - 532130  
Andhra Pradesh  
India  
Ph: (91) 91828 02103

Dear Marupu,

**SUB: LETTER OF INTENT TO HIRE**

**Congratulations!** Further to your application for Employment with Infosys Limited ('Company') and the subsequent selection process, we are delighted to communicate to you our intent to make you an offer for the position of **Systems Engineer** in Job Level 3 with the company. Your DoJ is **October 4, 2021** and you will receive the Letter of Appointment with all the elaborates soon.

This letter of intent would be superseded by a formal employment contract. The employment contract will detail out the scope, terms and conditions of your employment with the company, break up of your salary, proposed location of posting, date of joining etc.

Please be advised that our offer to you will be conditional upon you having successfully completed your graduation / post-graduation qualification and having completed all course requirements and examinations required for the award of the educational qualification mentioned by you in your application for employment with the Company. You are required to submit all marks sheets and other relevant documents (if any), on the day you join the Company. Further, you should have been declared as passed by the relevant examination authority. Please note that the determination of the adequacy or authenticity of all or any of the proofs and any condoning delay in submission of the same will be at the Company's absolute and sole discretion.

Should you meet the conditions of employment, your **Total Gross Salary** includes a **Performance Incentive** and will be **INR 360000** per annum. The complete breakdown of the compensation and increment will be provided in the Letter of Appointment.

This is a letter of intent only. It is not intended to be, and shall not constitute in any way a binding or legal agreement, or impose any legal obligation or duty on either you or the Company. Should you have any questions regarding the above, please do not hesitate to write to us at [offer\\_update@infosys.com](mailto:offer_update@infosys.com).

Welcome to Infosys Ltd. We are confident you will be able to make a significant contribution to the success of Infosys Limited. We wish you a long, rewarding and fulfilling career and look forward to working with you.

Yours sincerely,

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





A HERO ELECTRONIX VENTURE

18<sup>th</sup> October 2021

**MOLLI MANIKANTA**

**Dear MOLLI MANIKANTA,**

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as **"Test Engineer 1"** as per the terms and conditions given below:

1. You are required to undergo technical training for the period of one to two months, starting from 25<sup>th</sup> October 2021, during which period you will be paid a stipend of Rs.10000 (Rupees Ten Thousand Only). The salary and other emoluments and benefits, as per Annexure, will be applicable upon successful completion of Technical Training.
2. The details pertaining to your appointment letter and salary are strictly confidential between you and the company and you should not discuss these details with anyone within or outside the company, except your Senior Manager or the HR in-charge.
3. You shall be on probation for a period of six months, with effect from the date of completion of Technical Training. Should your work be found satisfactory at the end of the period of probation, your appointment will be confirmed in writing. Unless so confirmed in writing, you shall continue to be on probation. The probation period is extendable at the sole discretion of the management.
4. From the probation period start date, you will abide by the Provident Fund, Medical and LTA and Leave Rules, as applicable to you.
5. During the probationary period and after confirmation, your service will be terminable at the discretion of the company on giving ninety days of notice or on payment of ninety days pay in lieu of such notice. If you wish to resign from the services of the company during probation period and after confirmation, you will do so by giving ninety days prior notice.
6. During the period of your employment with the company you shall not secure or try to secure any other employment, whether full time or part time, or engage in any commercial business or pursuit on your own account or as an agent for others. During your employment with the company, you shall not undertake any course or study without getting permission from the management.
7. During the period of your employment with the company you may be required to work on customer projects. If you were to resign from the services of the company, you shall not work for the same customer or customer's customer (for the projects handled within last one year) either directly as an employee/contractor or through another organization, for a period of six months from your separation from the company.

8. You agree not to solicit any employee of Tessolve either directly or indirectly for employment with other firms. Employee also agrees not to assist any other person or firm in identifying or hiring Tessolve employee. This restriction will be in force for at least 12 months from date of relieving and any violation will lead to legal action with demand for compensation and a penalty of INR 10 Lakhs.
9. You shall not at any time, without the consent of the company, disclose, divulge or make public, except under legal obligation, by word of mouth or otherwise, details of manufacturing processes, technical know-how, security arrangements, administration, accounts of any other dealings of the company known to you in the course of your service or otherwise.
10. You shall abide by the Rules and Regulations of the company which are in force and / or which may be framed from time to time.
11. You shall be responsible for the safekeeping and return in good condition and order of all the company's property, which may be in your use, custody or charge.
12. You will work under the supervision of such officers, as may be decided by the company from time to time. You shall diligently and faithfully carry out instructions given to you to the best of your power, skill and ability in the best interests of the company.
13. You are required to maintain yourself in a state of medical/physical, mental fitness and ensure annual medical checkups. Any neglect on your part in this regard may render your service liable for termination with immediate effect.
14. If at any time in the opinion of the company, which shall be final, you become insolvent or are found guilty of dishonesty, disobedience, misappropriation, theft, fraud, disorderly behavior, negligence, indiscipline, absence from duty without permission, violation of any company policies or of any other conduct considered by the company as detrimental to its interests or of violation of one or more terms of this appointment, you would either be subject to strict disciplinary action or your services may be terminated without notice, based on the severity of the violation.
15. You are liable to be transferred to any place of business of the organization whether existing or acquired later on or from any one department to another or from one job to another as the management may consider it necessary in its discretion, from time to time without detriment to your status or emoluments.
16. You shall keep the company informed of any change in your residential address or any civil status.
17. The retirement age as per the company's policy is 60 years.

18. Your initial place of posting will be at **Visakhapatnam**.
19. At the time of joining, you are requested to produce the original certificates in proof of (a) age, (b) Qualification, (c) Relieving Order from the present employer, if applicable (or) copy of your resignation letter to the previous employer.
20. In case your written acceptance of this offer is not received within 30 days of issue, this offer will be treated as withdrawn and cancelled, without any further reference to you.
21. In case you do not report for duty within 10 days of the joining date indicated by you in the duplicate copy of the letter, the offer will be treated as withdrawn and canceled, without any further reference to you.
21. Please sign and return the duplicate copy of this letter enclosed as a token of your acceptance of the above mentioned terms and conditions and indicate your date of joining the company.
22. You are expected to work with Tessolve for a minimum period of three years from the date of joining. In accordance to this requirement, you are required to sign a Service agreement confirming your commitment for a minimum period of 3 years (Three Years) with Tessolve.

We welcome you to **Tessolve** family and look forward to a long, successful and mutually beneficial association.

With Best Wishes

**FOR TESSOLVE SEMICONDUCTOR PVT LTD**



**Thirumalesh Babu**  
**Director – HR & Operations**

I have read, understood and accept the above-mentioned terms and conditions and I will join duty on \_\_\_\_\_

Signature :

Date :

*Annexure - Emoluments & Benefits*

**Name:** MOLLI MANIKANTA  
**Designation:** Test Engineer I  
**Location:** Visakhapatnam  
**WEF:** 12/13/2021

**Grade:** T7-B  
**Job Category:** Technical

<i>Salary</i>	<i>Cost to Company In Indian Rupees</i>	
	<i>Per Month</i>	<i>Per Annum</i>
Basic	9000	108000
HRA @ 50% of Basic	4500	54000
LTA	750	9000
Flexible Benefit Plan	5950	71400
<b>Total (A)</b>	<b>20200</b>	<b>242400</b>
Company Contribution Provident Fund	1800	21600
<b>Total (B)</b>	<b>22000</b>	<b>264000</b>
Gratuity *	432	5184
Health & Personal Accident Insurance *	500	6000
Statutory Bonus *	1400	16800
<b>Total Emoluments (A + B + C)</b>	<b>24332</b>	<b>291984</b>

**FOR TESSOLVE SEMICONDUCTOR PVT LTD**



**Thirumalesh Babu**  
**Director – IIR & Operations**

**Other Benefits**

- 1) (\*) as per prevailing company policy
- 2) From total A Component, employee contribution of PF, Professional Tax and Income Tax, as applicable, will be deducted.





A HERO ELECTRONIX VENTURE

### Non-disclosure and Non-compete Agreement

This Non-disclosure and Non-compete agreement is made effective as of 12/13/2021 by and between M/s. Tessolve Semiconductor Pvt. Ltd. ("The Company") and MOLLI MANIKANTA ("The Employee").

The Employee and the Company has entered into an agreement providing for the Company's Employment of Employee (the "Employment Agreement") and deem it in their respective interests to enter into an agreement providing the obligation of non-disclosure and non-compete for the Employee.

In consideration of the mutual promises and agreements contained herein, and for other good and valuable consideration, the receipt of which is hereby acknowledged, the parties hereto agree as follows.

At all times while this agreement is in force and after its expiration or termination, the Employee agrees to use his / her best efforts to abide by the non-disclosure and non-compete terms of this agreement mentioned below.

- a) The Employee agrees to refrain from disclosing the Company's customer lists, patents, trademarks, trade secrets, or other confidential material, and to take reasonable security measures to prevent accidental disclosure and industrial espionage.
- b) In case of separation from the Company, the Employee agrees to not join the same customer or customer's customer (for the projects handled within last one year), either directly as an employee/contractor or through another organization, at least for a period of six months after separation from the Company.
- c) In case of separation from the Company, the Employee agrees to not use the research done in the course of work done for the Company, at least for a period of six months after separation from the Company.
- d) In case of violation of any of the above are proven or admitted, the Employee agrees to pay a sum of Rupees two lakhs as liquidated damages to the Company, and will also be liable for further prosecution by the Company.

IN WITNESS WHEREOF, M/s. Tessolve Semiconductor Pvt. Ltd. and the Employee have signed this agreement.

[For M/s. Tessolve Semiconductor Pvt. Ltd.]

Date:

MOLLI MANIKANTA

Date:

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**efftronics**  
*To provide insight for enhancing wealth*

**EFFTRONICS SYSTEMS PVT. LTD.**  
40-15-9, Brundavan Colony, Vijayawada-520 010, AP, INDIA  
C : +91 (866) 248-0075, 249-3375, Fax: +91 (866) 247-4097  
e-mail: info@efftronics.com Website: www.efftronics.com

EFF/HRD/21-22/OFF-RD/027

23-FEB-21

To

MR. PALURI VENKATA ABHIRAM,  
S/O P.V. KIRAN  
D NO: 305, SRI VENKATESWARA TOWERS  
SECTOR 3, MVP COLONY, VIZAG  
ANDHRA PRADESH- 530017.



Dear MR. PALURI VENKATA ABHIRAM,

**Subject: Provisional Offer Letter as Trainee Engineer in Research & Development**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of Trainee (Engineer - R&D) in Efftronics Systems Pvt Ltd.

Your Scheduled date of joining will be on July/August 2021 (Tentatively).

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, you are required to return this Offer of Appointment duly signed by you and your parents.

We welcome you to Efftronics family, looking forward for a long and mutually benefited association.

With Regards,  
For Efftronics Systems Pvt Ltd,

*T. B. Sankar*

(BHAVANI SANKAR T)  
VICE-PRESIDENT



*P.V. Kiran*

*Abhiram*



Mfrs. Networking Data Loggers and LED

Developers: Embedded Systems, Software

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317126514156

Ref: **TCSL/CT20203116101/1423810/Hyderabad**  
Date: 08 June 2021

MR. PAVAN KUMAR ROKKAM  
1-31-B Telaga Veedhi,  
Kotta Kota, Srikakulam,  
Andhra Pradesh-532403.  
Tel# 918106273481

**Sub: Joining Letter**

Dear Mr. Pavan Kumar Rokkam,

We would like to take this opportunity to extend a very warm welcome to TATA Consultancy Services Limited (TCSL) family.

We are pleased to inform you that your joining date at TCSL will be **01st July 2021**, your joining location is **Hyderabad**, work location is **Hyderabad** and your stream is **IT**. This has been provided considering your preference and business requirements.

Your wellbeing is our utmost priority in the current COVID-19 pandemic scenario across India. Keeping this in mind, and the regulations enforced by various states at this point, we have internally enabled a virtual onboarding process for our future TCSers. For the Virtual Onboarding Process, **you will not be required to physically report at the TCS offices on the date of your joining**.

TCS XP HR Team will reach out to you over email in the next few days to guide you further on the virtual onboarding process and steps to be taken to prepare yourself for onboarding.

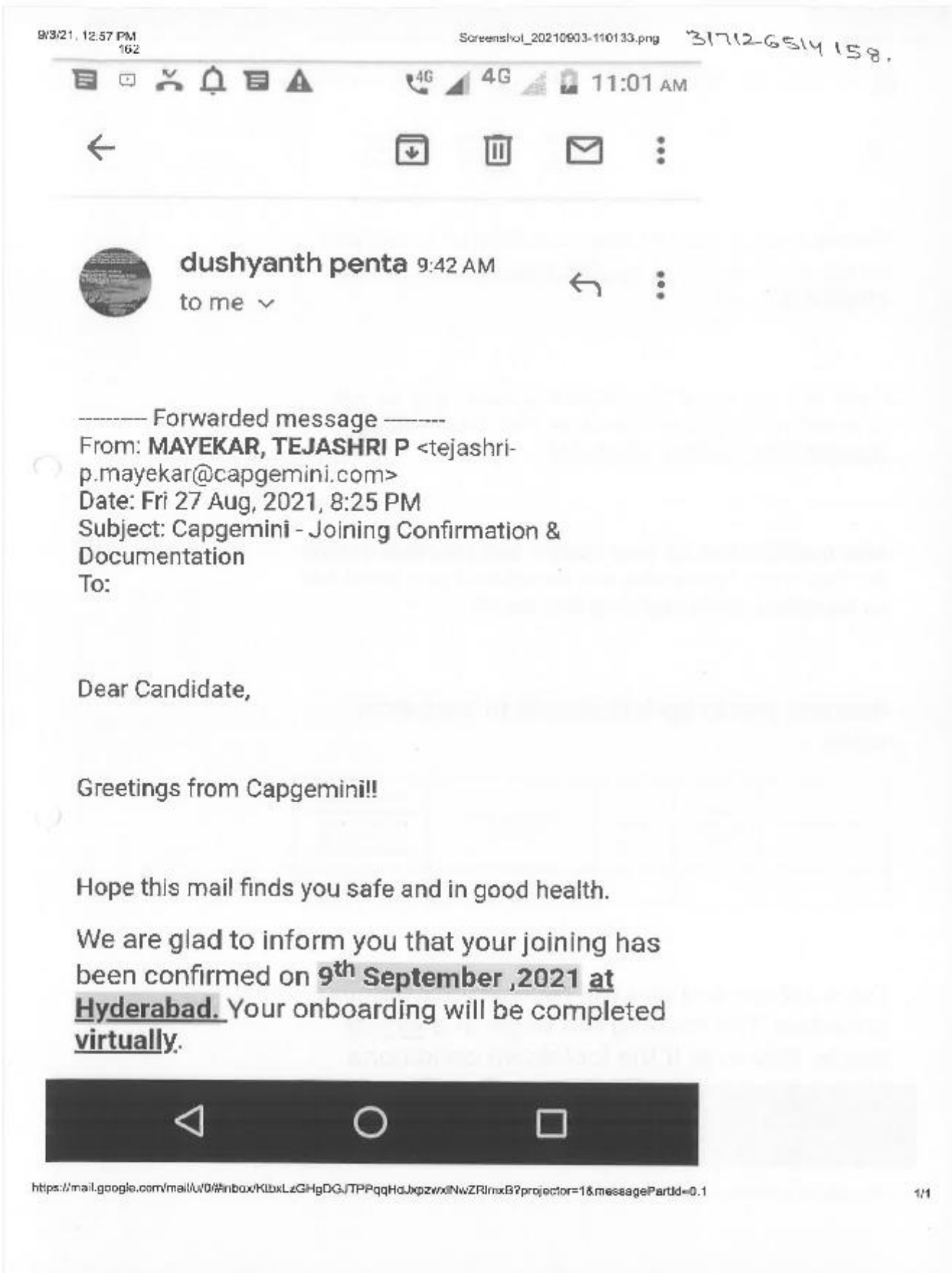
Congratulations on completing the first phase of your learning through TCS Xplore Program. We appreciate your passion towards learning which has helped you to perform well. You are now set to experience learning through our coveted TCS Xperience Program.

Private and Confidential

Page | 1

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Ltd

Peepul Park, Technopark Campus, Karlavattom P.O., Thiruvananthapuram - 695 581, Kerala, India  
Telephone : +91 471 6629400, Fax: +91 471 6629499, Website : www.tcs.com  
Registered Office : Nirmal Building, 9th Floor, Nariman Point, Mumbai - 400 021  
Corporate Identification Number (CIN): L22210MH1995PLC084781





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317126514160

July 19, 2021

To  
Vinay Bhaskar Pusarla  
D.No.6-40, Beside LIC Office  
Gajapathinagaram  
Vizianagaram - 525270

Dear Vinay,

With reference to your application and in continuation to the interviews held, we are pleased to offer you the position of **Junior Cyber Security Engineer**. You will be placed at our office located in QHub, Jubilee Hills, Hyderabad.

Attached with this letter are:

- Employment Agreement
- Employee Invention Assignment and Confidentiality Agreement

We request you to go through the attached documents and return us the signed scanned copies as your acceptance of our employment offer.

Thanking you and looking forward to a mutually beneficial association.

For CSCC LABS Private Limited

A handwritten signature in black ink, appearing to read 'Ch. Chand'.

Authorized Signatory



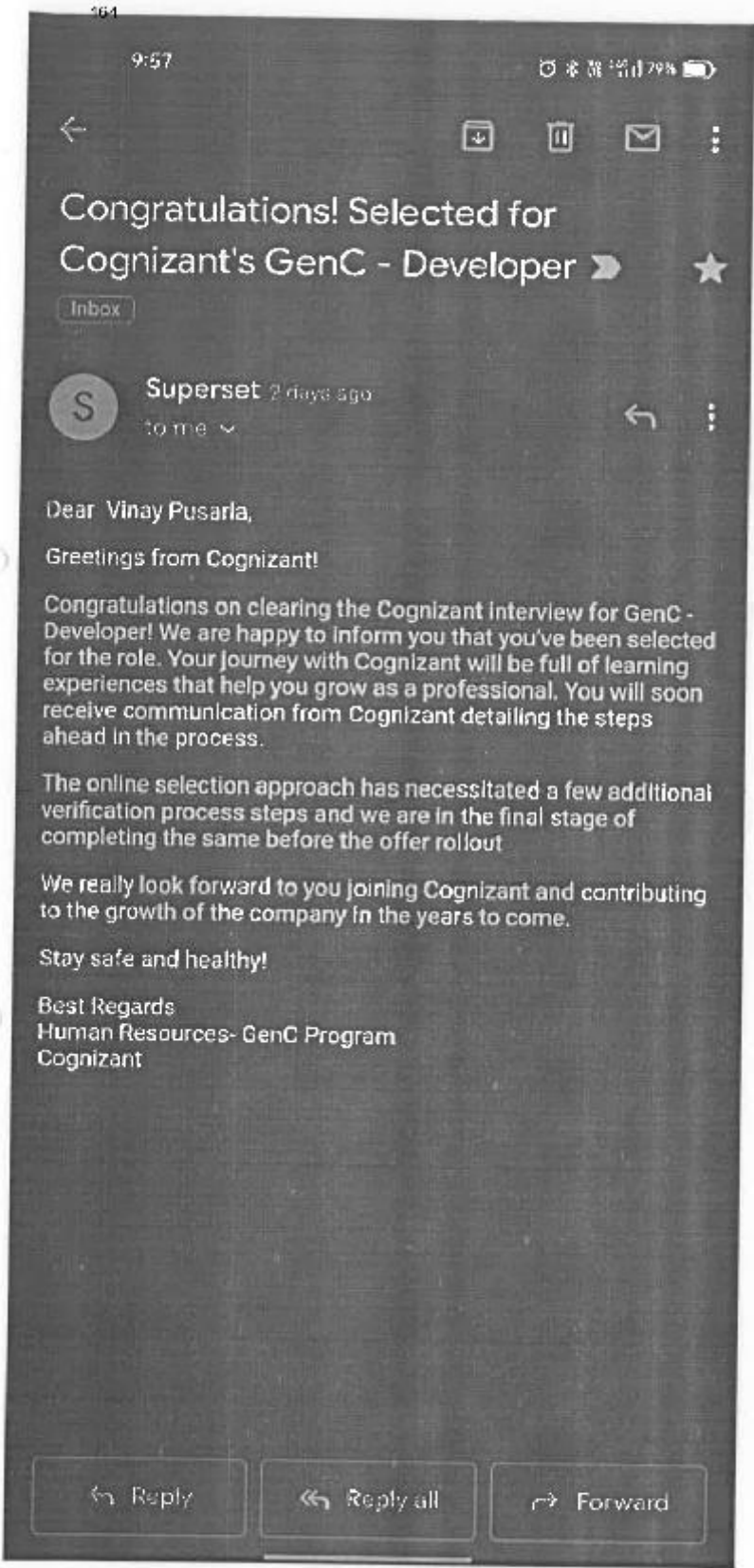
contact@cscclabs.com  
+91-40-68271111



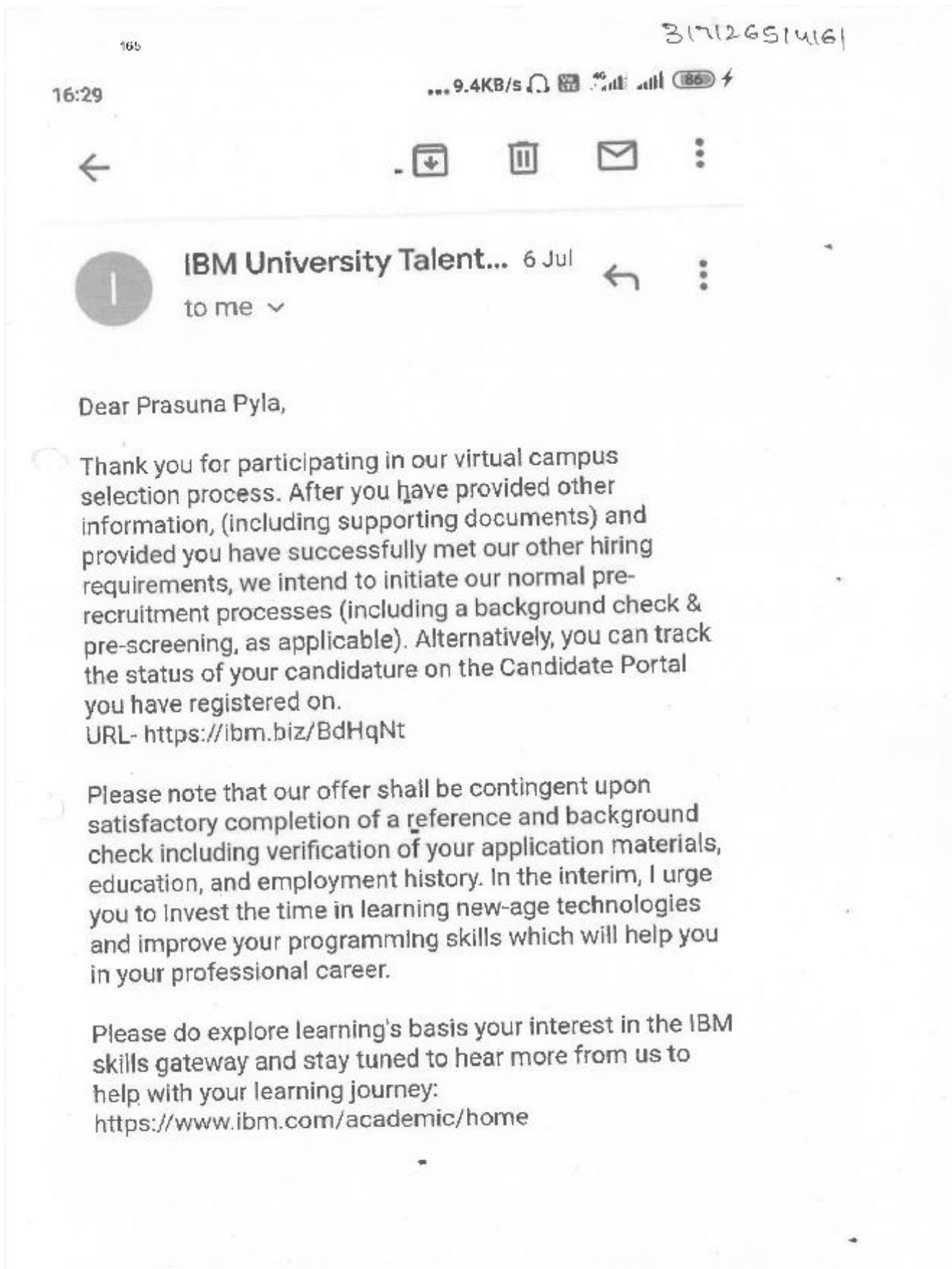
QHub, Road No. 36, Jubilee Hills,  
Hyderabad, Telangana, India - 500033



www.cscclabs.com



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**Infosys**  
Navigate your next  
August 23, 2021

HRD/3T/1001715015/21-22

Mr. Sai Pavan Rambhatla  
202, M-block, Sri Varshini Homes, Appanapalem,  
Vepagunta  
Vishakhapatnam-530047  
India

Ph: +91-9398415337

Dear Sai Pavan,

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,

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

Signature Not Verified  
Digitally signed by Chard Lobo  
Date: 2021.08.23 12:21:06 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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31712-6514165



### APPOINTMENT LETTER

June 3, 2021

Dear Pravalika Salugu,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

#### **1. Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

#### **2. Compensation:**

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure V. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

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October 22, 2021

IBM India Private Limited  
Manyata Embassy Business Park,  
G2 Block, Nagwara Outer Ring Road,  
Bangalore - 560045, India.  
Tel: 91 80 49139999  
<http://www.ibm.com/in/careers/>

Dear Tamarapalli Sri Pavani

At IBM you can innovate breakthroughs and help make life changing impact. We are experts in nearly every technical, scientific and business field. As IBMers, we are proud to apply our expertise in countries we are citizens of; all united by a single purpose: to be essential.

We invite you to join us as a Associate System Engineer, in band 06G and experience an inclusive, collaborative and learning culture with the support of technical & business experts, mentors, leaders and colleagues worldwide. You will thrive in an environment that cultivates creativity and individuality, and, be part of projects that help make the world work better.

Talent development is strategic to IBM; and you will have access to a unique learning platform powered by IBM's Watson, IBM Cloud and IBM Bluemix to help you learn quicker, learn smarter, and help the company stay agile and top-notch.

Your letter of employment is attached, for your review and acceptance. Please do not hesitate to reach out to us in case of queries or concerns. We look forward to hearing from you soon and welcome you to be a part of our team.





October 22, 2021  
**IBM India Private Limited**  
 Manyata Embassy Business Park,  
 G2 Block, Nagwara Outer Ring Road,  
 Bangalore – 560045, India.  
 Tel: 91 80 49139999  
<http://www-07.ibm.com/in/careers/>

Dear Tamarapalli Sri Pavani

We are pleased to offer you the position of Associate System Engineer, in band 06G at IBM India Pvt Ltd (IBM or Company). The terms and conditions of your employment contract at IBM are detailed below. Please read these important details carefully, including your compensation and benefits.

Initially, you will have to undergo an IBM trainee program specially designed for all college campus hires. This training is to enable you to acclimatize to the industry and post qualifying, accelerate your transition to a live project.

You must complete your formal course of education, including final semester examinations to establish your qualifications, before joining. Further, this offer is contingent upon your obtaining the degree, consistent academic performance, minimum aggregate or equivalent of 65% or 6.5 CGPA in Bachelors & Post Graduation and 60% or 6.0 CGPA in SSLC or X, HSC/PUC/XII, Diploma or the equivalent, failing which IBM may, at its sole discretion, withdraw this offer of employment.

#### Acceptance and Commencement

Your appointment will be effective on your joining date, i.e. November 15, 2021. Please contact us immediately if you require an alternative joining date. If you do not confirm your acceptance or we are unable to set an alternative date, this offer will be withdrawn.

To confirm your acceptance of this offer, you are required to

- Accept this offer by selecting the 'accept' option at the bottom of the form. Please note that if you do not provide your acceptance, you will not be allowed to join on the joining date specified above.
- On your first day of employment, please report at 9.00 am to the Main Lobby located at Block D3, Manyata Embassy Business Park, Nagawara Outer Ring road, Bangalore-560045.

If you have questions about your First Day Documentation, send an email to [eschoolhiring@in.ibm.com](mailto:eschoolhiring@in.ibm.com)

On your joining date, please bring (i) 1 copy of this letter duly signed and dated by you (ii) 2 self photographs (passport size, color with white background) (iii) One set of print outs of the completed on boarding forms &



Originals (iv) Aadhaar number (If you do not have one, please apply immediately and provide the enrolment number on the day of onboarding). This is required to facilitate remittance of your provident fund to the Employees Provident Fund Organization, as well as for any other purposes that may be required by statutory and regulatory authorities. Please note that Aadhaar is currently not mandatory for employees who do not hold an Indian passport, hence please notify us in advance if you fall within this category (v) Two sets of photocopies of the following mandatory documents:

- Relieving document from most recent employer – Relieving letter or service certificate or resignation acceptance e-mail with last working day (LWD) confirmation.
- Passport and Pan card – If you do not have a Passport or Pan card you need to bring one of the following IDs.
  - Voter ID card
  - Driving License
  - Aadhaar Card
  - Senior Secondary result/certificate with DOB and photo (for university hires only)
- In the absence of Passport and Pan card, apply for the same immediately and carry any one of the following as mentioned above to complete on boarding process.
- Disability certificate – If you have stated in your application to IBM that you are differently abled, please bring the disability certificate as per the prescribed format, duly filled & signed.
- Name change document – If you have ever changed your name at any point of time, and for any reason whatsoever. Valid Indian Work Permit, if applicable.
- Education documents (for university hires only) – Degree certificate and all year mark sheets for the highest degree attained.

Please contact us via [eschoolhiring@in.ibm.com](mailto:eschoolhiring@in.ibm.com) for any queries regarding your employment offer.

The other terms and conditions of the offer are as follows

- Your employment with the Company is at all times subject to you having a valid work permit from the Government of India. It is your responsibility to obtain and maintain throughout your employment a valid work permit. A copy of the work permit needs to be furnished by you on the date of on boarding, failing which you will not be permitted to join.
- You are required to join work at your onboarding location, where you may be assigned to a specific training stream based on business requirements. You will undergo training at a specified location for a specified duration of time. (Your training location and the duration of training may change due to business requirements). You will be expected to undergo your training in any skill at the discretion of the Company.
- You acknowledge that the technology industry undergoes rapid transformations and structural changes. In this context, IBM frequently enters into agreements with other entities, including outsourcing arrangements, transitions, mergers, acquisitions, divestitures and other corporate actions. If any such action relates to your role / position, you agree to cooperate with IBM and take any necessary steps to ensure a smooth transition.





- After the successful completion of the training program, you are expected to join your allocated posting in any location across India as specified by the Company. This may be different from your joining location. Please also note that, your services are transferable and you may be assigned to any office of IBM, a subsidiary, or associate company, or may be required to work out of a client location. In such case, you will be governed by the policies of that location. Any refusal to take up the assignment or projects assigned to you for any reason whatsoever, including location preferences, will be deemed to be a refusal to follow instructions of the Company, and may result in strict action against you, including termination of your services with the Company.
- (Note: It is clarified that IBM may also require you to work from any such offices within the same city (or, in the case of employees working in the National Capital Region, may require you to work from any such offices at Noida, Delhi or Gurgaon)).
- Your offer is contingent upon you agreeing to authorize IBM to recover a sum of INR 100000/- (Rupees One Lakh Only) as cost incurred towards your training during the course of your employment, in the event your services with IBM are terminated for whatever reason, including your resignation from services, within a period of 12 months from the date of your joining IBM or if you are absconding from work for a period of 8 days which will lead to eventual termination of your employment.
- Your appointment and continued employment at IBM is conditional upon satisfactory reference & 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.
- Your designation may be changed at the discretion of the Company depending on the work assigned to you.
- You may be required to travel on Company work and you will be reimbursed expenses as per Company policy.
- 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.
- You will be on probation until your successful completion of the probationary period is confirmed in writing. The normal probation period is [1] year but may be extended or confirmed earlier based on your performance and at your manager's discretion. At any time during your probationary period, either you or the Company may terminate your service by giving 30 days notice or basic salary in lieu thereof.
- You may be required to undergo certain training and assessments from time to time. You are expected to successfully complete the training and pass the assessment(s) to the satisfaction of IBM. Failure to pass these assessments, as determined solely by the company will be deemed as a failure to comply with the standards of performance required by the company.
- Upon completion of your probation period and confirmation as a regular employee, you or the Company may terminate your service at any time by giving 90 days notice or basic salary in lieu thereof. However due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period. You shall not be



deemed to have been relieved of your services except upon issue of a letter by the Company to that effect.

- IBM encourages and fosters a culture of strong performance from its employees. Accordingly, during your service with IBM, you will be required to comply with the following
  - The Company presents multiple opportunities across technologies to support employees develop their skills and build their career. You shall maintain a satisfactory level of performance at all times.
  - You agree to utilize IBM's resources, materials and training programs as applicable, and shall ensure that your skills are at all times current and relevant to IBM's business.
  - You may be required to undergo certain training and assessment programs from time to time and shall complete the same to the satisfaction of IBM.
  - You also understand and acknowledge that IBM requires its employees to be productively and effectively utilized at all times. IBM maintains listings of open positions on its internal job postings page. If you are no longer deployed on a project/ assignment, you shall search for positions that are commensurate with your skills and experience and ensure you are effectively utilized. If selected for such positions, your movement to these positions will be subject to IBM's processes and policies.
  - You will be aware that the Company works on a round the clock model depending on customer needs. You hereby consent, should your role require it, to working on any shift, including night shift, to support the business requirements of the Company.
  - Your compliance with the above terms and conditions shall be reviewed from time to time, and shall be an integral condition of your continued employment with IBM.
- You will retire from the services of the Company on attaining 58 years. Retirement action will be performed one day prior to the last working day of the retiring month.
- 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).
- Any and all of the terms and conditions of service may be modified or changed at the Company's discretion.
- 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 changes made therein should be treated as personal, confidential and should not be disclosed to any person without IBM's prior written authorization.
- You will, by default, be enrolled in IBM's Group Mediclaim Insurance Policy, unless you choose to opt out. A nominal premium will be charged to you for the same, for as long as you participate in the Policy. All benefits as outlined herein and in IBM policies are subject to change at the Company's discretion. You will be entitled to privilege leave in accordance with the Company's policy as applicable from time to time.
- 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.
- 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.





- Information pertaining to IBM operations and intellectual property is confidential as detailed in Annexure B. 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.
- All employees are required to read and comply with IBM's Business Conduct Guidelines and sign a statement to this effect. Any breach of the Guidelines or the terms and conditions of employment may result in termination of your services without notice or compensation.
- 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.
- 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.
- This offer is conditional upon your having a valid Passport. If you do not have a passport as of the date of this offer, you are required to apply for one immediately and produce the relevant acknowledgement on the day of your on boarding. Should you be denied a passport or if you are otherwise unable to produce a copy of your passport, IBM shall be entitled to terminate your employment for cause. It is a condition of your employment that you have a valid passport at all times.
- You will be required to register your profile with National Skills Registry once you join IBM. The details on the National Skills Registry are available on [www.nationalskillsregistry.com](http://www.nationalskillsregistry.com). To complete the registration process, you will be required to submit a photograph, a photo identity proof and registration fee of INR 300 + (Service taxes as applicable) – which includes INR 50/- annual usage fee at the POS (Point of Service) helpdesk at IBM office Registration with National Skills Registry is mandatory and should be completed within 30 days from your date of joining.
- You will be required to provide the Aadhaar Number on the day of onboarding and the same must be updated on the HR Systems mandatorily within 30 days of your onboarding. Please do ensure that the name as per Aadhaar is exactly the same as the name given by you to IBM, and that appears on this employment contract. In case there is a mismatch please have the same rectified with Aadhaar authority (UIDAI) prior to onboarding.
- You shall be entitled to the following benefits when you join at the training location. These amounts are subject to applicable income taxes, and shall not be considered a part of your salary for the purpose of any statutory deductions.

Settling in Allowance – A one-time amount of INR 25000 towards settling-in allowance will be paid to you upon joining the Company. The payment timeline is subject to the date of joining and the company payment cut-off date. For example: if your date of joining is between 1st to 10th of the month then the payment will be processed in the same month of joining else it will be processed in the subsequent month of joining. This amount is intended to offset any and all expenses applicable during the joining process of the employee (e.g., relocation expenses like travel, stay, conveyance etc. during initial training and first project deployment post training) – no additional amounts are payable or reimbursable. This amount will be paid as a fixed lump sum amount in your payroll and you will not be required to submit receipts for any expenses incurred. Please note that this settling-in allowance is subject to appropriate income tax deductions as per applicable law. If you resign from IBM, or your



employment is terminated for any reason, within 1 year from your joining date, you agree that you will repay the entire settling in allowance to IBM. You may be required to repay to IBM any taxes that were deducted from your settling in allowance and paid to the income tax authorities, subject to applicable law, and if such amounts cannot be reclaimed by IBM, IBM may recover all such amounts from your final settlement.





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ANNEXURE A

DATA	October 22, 2021		
NAMI	Iamarapalli Sri Pavani	HAND	06G
DESIGNATION	Associate System Engineer	LOCATION	Bangalore
<u>Compensation Components</u>		<u>IBM Offer (in INR)</u>	
1. Annual Basic Salary		1 80000	
2. Annual Flexible Benefit Plan (FBP)		214760	
3. Annual Reference Salary (ARS)		394760	
4. Retirals			
a) Provident Fund (PF)		21600	
b) Gratuity @ 4.8%		8640	
5. Annual Reference Salary + Retirals		425000	

Growth Driven Profit-sharing (GDP), an annual profit distribution scheme, is another important part of your compensation opportunity and is designed to support a team oriented, high-performance work culture. Further details of the program will be made available to you upon joining IBM. Please note: IBM reserves the right, in its sole discretion, to amend, change, suspend, or terminate the Growth Driven Profit sharing program at any time, including, but not limited to, changing how the profit sharing pool is allocated or altering the payment amount at the region or country level based on unanticipated business issues or extenuating circumstances.

The Company presently has a Performance Award Program (PA). Further details of the Performance Award Program will be made available to you upon joining IBM. Please note: IBM reserves the right in its sole discretion to amend, change, suspend, or terminate Performance Award Program at any time.

You agree to the Company adjusting the statutory bonus amount, if any, under the Payment of Bonus Act, 1965, against payments made under the Company's profit distribution schemes GDP & PA.



OTHER BENEFITS:

- By default, you will be enrolled in the Group Medclaim Policy. You need to enroll your immediate family (Spouse & up to Four Children) within 45 days of joining. If you wish to do so, a nominal premium for covering you and your family will be charged to you unless you choose to opt out for yourself and family.
- Group Term Life and Accident Rider Coverage

OTHER COMMITMENTS/ CONDITIONS



The impact of today's technology and pace of change is tremendous. We hope you're as excited as we are to play a part in that revolution. At IBM, we're changing the world every day and we will be delighted to have you as part of our team. To confirm your acceptance of this offer letter on the terms and conditions specified herein, please sign in the space specified below and return the signed copy to IBM on your on boarding day.

Signed By – IBM Authorized Signatory  
Talent Acquisition Leader ISA

ACCEPTANCE OF APPOINTMENT TERMS AND CONDITIONS (TO BE UPDATED BY THE CANDIDATE ON THE DATE OF JOINING))

I agree that I have read, understand, and accept employment with IBM under the terms and conditions stated above. By signing on this offer, I also agree and acknowledge that this offer letter does not require a physical signature, and the issuance of this offer of employment to me, my acceptance of this offer, and IBM's acknowledgment of the same and the affixing of a signature by the IBM representative shall be adequate to constitute a valid contract of employment between IBM India Pvt Ltd. and me. (Please sign below to confirm that you agree with the terms and conditions stated in this offer.)

SIGNATURE

-----

PRINTED NAME

DATE OF JOINING

-----

DATE

-----

VERIFIED BY (FOR OFFICE USE ONLY TO BE UPDATED BY ON BOARDING SPECIALIST)

SIGNATURE

-----

PRINTED NAME

-----

DATE



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## Explanation of Compensation Components

Component	Summary Explanation*
1. Basic Salary	The fundamental salary component to which many other compensation components are linked.
2. Flexible Benefit Plan (FBP)	The FBP allows employees to choose a benefit basket that suits their needs. For certain elements, employees may avail of tax exemptions as per prevailing tax laws. The elements are listed below.
(a) Leave Travel Allowance (LTA)	LTA can be used for up to maximum of economy class airfare twice during a 4 year period as per Income tax rules.
(b) House Rent Allowance	Maximum 50% of Basic Salary per annum. To be used for house rent.
(c) *Flat* Allowance	Remaining FBP funds and is a taxable amount.
3. Retirals	These elements of compensation are not paid out until later when certain conditions are met.
(a) Provident Fund (PF)	12% of Basic Salary is contributed to the Provident Fund.
(b) Gratuity	4.8% of Basic Salary, which denotes the company's contribution to the Gratuity Fund based on actuarial calculations. You are not entitled to this amount as a cash component as this is intended to be a retiral benefit. Gratuity is payable to you as per the IBM Gratuity Trust Fund Rules and the Payment of Gratuity Act, 1972, on cessation of your employment after at least 5 years of continuous service with the Company. The amount of gratuity payable shall not exceed Twenty Lakh rupees (INR 2,000,000).
(c) ESIC	Until your monthly wages are up to INR 21,000/- per month, or such other amount prescribed by law, you will be covered under Employee State Insurance Act, 1948 (ESIC) and will be entitled to avail benefits under the same.
Annual Reference Salary	Annual Basic Salary + Annual FBP

\*For detailed information please refer to Company policies, which are subject to change from time to time.





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**Other Benefits- Additional Information\***

**Group Term Life and Accident Rider Coverage Scheme**

Group Term Life Insurance Plan:

This is a company paid benefit which provides group term life coverage to all employees of IBM India Pvt. Ltd. The benefit basis for life coverage is sixty times monthly basic salary subject to a minimum and a maximum coverage as stated in the policy. The coverage is subject to completion of the Insurance Company's prescribed insurance underwriting procedure and awarding of coverage by the insurance company. Coverage applies world-wide, 24 hours a day.

Group Personal Accident Plan:

This is a company paid benefit which provides group personal accident coverage to all employees of IBM India Pvt. Ltd. The benefit basis for accident coverage against permanent total disability, permanent partial disability and dismemberment is sixty times monthly basic salary subject to a minimum and a maximum coverage as stated in the policy. Coverage applies world wide, 24 hours a day.

Group Mediciam Insurance Policy for Self and nuclear family (spouse and up to 4 children)

By default, you will be enrolled in the Group Mediciam Policy from the date of your joining with a coverage of up to INR 3 Lakh per year under Family Floater plan. As part of that, you can also enroll your immediate family (Spouse & up to four Children) through our Third-Party Administrator's (TPA) website within 45 days of your joining. If you decide to avail Mediciam insurance policy, there will be an applicable Co-share of premium deduction from your salary. If you wish not to be covered, you may choose to opt out within 45 days of joining. You have the option of enhancing this cover up to a maximum of INR 10 Lakh per year (incremental premium to be borne by employee).

You also have the opportunity of purchasing insurance coverage for your parents. This is on an individual coverage basis and the premium incurred is to be borne by you.

Mid-term inclusion of only new born babies (within 45 days of the child birth) and newly married spouse (within 45 days from the date of marriage) is allowed. The insurance coverage for the newly acquired dependent (spouse/child) will be with effect from the date of event (marriage / birth whichever is applicable) \*

*\*Subject to enrolling the new dependent within 45 days from the date of event.*

All hospitalization claims under the Medical Insurance Policy pertaining to employee is borne by insurer at 90:10%. Claims pertaining to dependents (spouse, children and parents) will be borne by insurer and employee on a 80% : 20% basis.

Critical Illness Buffer

This benefit is provided to help you and your nuclear family in times of medical emergencies. If an employee, spouse or child is diagnosed with any of the illnesses defined under the "Critical Illness Buffer" criteria, you can also be eligible for an additional amount of INR 7 Lakh for required treatment once the Family Floater and any additional cover (if taken) is exhausted. This is subject to available Corporate Buffer and policy T&C.



#### Domiciliary Benefit

Domiciliary expenses on out-patient care for employee, spouse and children up to a maximum of INR 10,000/- (at 50% Co-pay) is also provided to employees who participate in the Group Mediclaim Insurance Policy.

#### National Pension System (NPS)

NPS is a voluntary defined contribution based scheme option provided to all IBM India Regular employees. It's a tax saving retirement vehicle for which you can enroll by declaring your monthly contribution, minimum Rs. 500 per month and maximum of 10% of your Flexible Benefit Plan, on IBM Intranet. You can find more details about this program on IBM intranet.

#### Compensation under Employees Compensation Act

All IBM employees are entitled for compensation under the Employee's Compensation Act, 1923, as amended from time to time. The compensation under the Act will be inclusive of the coverage amount under Group term Life Insurance Plan and shall be paid under following circumstances.

- a) Incase of personal injury caused to an employee by an accident arising out of and in the course of his employment resulting in total or partial disablement of the employee for a period exceeding three days. Provided that the accident is not directly attributable to the employee having being under the influence of drink or drugs or willfully disobedience of any order expressly given for the safety of employees or willfully removal or disregard of any safety guard or other device provided for the purpose of securing safety of employees.
- b) Incase of any injury resulting in Death or permanent total disability.
- c) Incase of occupational disease as defined under the Act.

*\* For detailed information, please refer the Company's Intranet. Company benefits and policies are subject to withdrawal, change from time to time at the sole discretion of the Company and without the need of any prior notice to the employees.*

#### Maternity Benefit.

All women IBM employees are entitled for maternity benefits in accordance with the Maternity Benefit Act, 1966 and IBM Maternity Leave Policy as may be amended from time to time. These benefits currently include:

##### 1) Maternity Leave for:

- a) Delivery. Women employees who have been in continuous service for at least 80 days in the 12 months prior to the commencement of maternity leave are entitled to up to 26 weeks of maternity leave with full pay of which not more than 8 weeks shall precede the expected delivery date.
- b) Miscarriage/Medical termination. In case of miscarriage or medical termination of pregnancy, a women employee is entitled to 6 weeks of leave with full pay immediately following the day of miscarriage or medical termination of pregnancy.
- c) Tubectomy. In case of tubectomy operation, a women employee is entitled to 2 weeks of leave with full pay immediately following the day of her tubectomy operation.
- d) Illness: Women employees suffering from illness arising out of pregnancy, delivery, premature birth of child, miscarriage, medical termination of pregnancy or tubectomy operation are entitled to an additional period of 4 weeks leave with full pay.

2) Leave for Adoption/Surrogacy: Women employees who have been in continuous service for at least 80 days in the 12 months prior to the commencement of maternity leave are entitled to up to 12 weeks of maternity leave with full pay upon the adoption of a child or in case the employee has used the surrogacy arrangement.



3) Group Medical Insurance Policy covers expenses for pre and post natal consultations, prescribed medications and prescribed investigations incurred up to 60 days after maternity. The expenses covered are up to a maximum of INR 10,000 per maternity event. This benefit is a sub limit of the maternity benefit of INR 50,000 and is reimbursed on production of complete and detailed bill and documents.

4) Women employees returning from Maternity can opt for work from home option if the role or function allows for remote working.

Kindly refer IBM Maternity leave policy and IBM Flexible work option policy in effect from time to time for more details in respect of the above benefits. For additional information including in relation to child care, please get in touch with your Manager or Human Resources Partner.

**Important Letter on Transfer / Relocation / Type of Work Assigned**

Date: October 22, 2021

Dear Tamarapalli Sri Pavani,

This letter reiterates some of your obligations with respect to your employment with IBM India Pvt Ltd., and contains important information on your initial training and work assignment.

You are required to join at BANGALORI where you may be allocated to a specific training stream based on the organization's business requirements. You will undergo training at BANGALORI for a specified duration of time. You will be expected to undergo the training in any skill or technology at the discretion of the organization.

After the successful completion of the training program, you may be deployed on work and are expected to work at the allocated posting in any location across India as specified by the organization. This may be different from your joining / training location. The type of work assigned may vary from one assignment to the other.

Please also note that, your services are transferable, and you may be assigned to any office of IBM, a subsidiary, or associate company. In such case, you will be governed by the policies of that location. Any refusal to take up the specific assigned location / assignment / projects / type of work assigned to you will be viewed as a refusal to follow instructions of the Company, may result in strict action against you and could result in your termination from the services of the organization. (Note: It is clarified that IBM may also require you to work from any such offices within the same city (or, in the case of employees working in the National Capital Region, may require you to work from any such offices at Noida, Delhi or Gurgaon)).

We wish you all the best for a rewarding career with IBM India. If you have any queries, please write to [eschoolhiring@in.ibm.com](mailto:eschoolhiring@in.ibm.com)

Please sign on a copy of this letter and return the same to On-Boarding coordinator, to indicate your understanding and acknowledgement of the contents of this letter Signature.

Signature.





**IBM CONFIDENTIAL**

**ANNEXURE B NON DISCLOSURE AGREEMENT**

**Agreement Regarding Confidential Information, Intellectual Property, and Other Matters**

Serial # :                      Date Of Hire :    /    /

In consideration of my employment or my continued employment by International Business Machines Corporation or one of its subsidiaries or affiliates (collectively, "IBM"), which I acknowledge is employment at will, and the payment to me of a salary or other compensation during my employment, I agree as follows:

1. I will not, without IBM's prior written permission, disclose to anyone outside of IBM or use in other than IBM'S business, either during or after my employment, any confidential information or material of IBM, or any information or material received by IBM in confidence from third parties, such as suppliers or customers. If I leave the employ of IBM or at the request of IBM, I will return to IBM all property in my possession belonging to IBM or received by IBM from any third party, whether or not containing confidential information and whether stored on an IBM owned asset or a personally owned asset, including, but not limited to, electronic data, electronic files, diskettes and other storage media, drawings, notebooks, reports, and any other hard copy or electronic documents or records. No employee is prohibited from reporting possible violations of law or regulation to a government agency, as protected by law.

Confidential information or material of IBM is any information or material: (a) generated or collected by or utilized in the operations of IBM, received from any third party, obtained from an entity IBM acquired or in which IBM purchased a controlling interest (including information or material received by that entity from a third party); or suggested by or resulting from any task assigned to me or work performed by me for or on behalf of IBM; and (b) which has not been made available generally to the public, whether or not expressed in a document or other medium and whether or not marked "IBM Confidential" or with any similar legend of IBM or any third party. Confidential information or material may include, but is not limited to, information and material related to past, present and future development, manufacturing activities, or personnel matters; marketing and business plans; pricing information; customer lists; technical specifications, drawings, and designs; prototypes; computer programs; and databases.

2. (a) During my employment with IBM and for two years following the termination of my employment from IBM for any reason, I will not directly or indirectly within the Restricted Area solicit, or attempt to or participate or assist in any effort to solicit, any employee of IBM to be employed or perform services outside of IBM. For purposes of this Paragraph 2(a), "Restricted Area" shall mean any geographic area in the world in which I worked or for which I had job responsibilities, including supervisory responsibilities, during the last twelve (12) months of my employment with IBM. Also, for purposes of this Paragraph 2(a), "employee of IBM" shall mean any employee of IBM who worked within the Restricted Area at any time in the 12-month period immediately preceding any actual or attempted solicitation. (b) I agree that during my employment with IBM and for one year following the termination of my employment for any reason, I will not directly or indirectly solicit for competitive business purposes any customer with which I was directly or indirectly involved as part of my job responsibilities during the twelve (12) months prior to the termination of my employment with IBM. This paragraph 2(b) does not apply to any IBM employee whose work location as reflected in IBM records is within the state of California.

I acknowledge that IBM would suffer irreparable harm if I fail to comply with Paragraph 2(a) or (b), and that IBM would be entitled to any appropriate relief, including money damages, equitable relief and attorneys' fees.

3. I will not disclose to IBM, use in its business, or cause it to use, any information or material which is confidential to any third party unless authorized by IBM. In addition, I will not incorporate into any product used and/or sold by IBM, any copyrighted materials or patented inventions of any third party, unless authorized by IBM pursuant to Paragraph 5.

4. I will comply, and do all things necessary for IBM to comply, with (a) the laws and regulations of all governments under which IBM does business, (b) the provisions of contracts between any such government or its contractors and IBM that relate to intellectual property or to



the safeguarding of information, and (c) IBM's corporate directives, including, without limitation, policies and information technology security standards issued from time to time as well as the IBM Business Conduct Guidelines as amended from time to time.

5. I hereby assign to IBM my entire right, title, and interest in any idea, concept, technique, invention, design (whether the design is ornamental or otherwise), computer programs and related documentation, other works of authorship, mask works, and the like (all hereinafter called "Developments"), hereinafter made, conceived, written, or otherwise created solely or jointly by me, whether or not such Developments are patentable, subject to copyright or trademark protection or susceptible to any other form of protection which (a) relate to the actual or anticipated business or research or development of IBM or its subsidiaries or (b) are suggested by or result from any task assigned to me or work performed by me for or on behalf of IBM or its subsidiaries.

If, by operation of law such right, title, and interest in Developments vest in IBM upon creation, I acknowledge that such right, title, and interest belong to IBM. Also, I hereby assign to IBM my entire right, title and interest in any such Developments that were or are suggested by or a result of any task assigned to me or work performed by me for or on behalf of any entity that IBM acquired or in which IBM purchased a controlling interest to the extent that any such right, title and interest is not already owned by said entity.

In the case of any "other works of authorship", such assignment or ownership shall be limited to those works of authorship which meet both conditions (a) and (b) above.

California Notice: For Developments subject to California law, notwithstanding anything above to the contrary, I understand that this assignment does not apply to a Development which qualifies fully under the provisions of Section 2870 of the California Labor Code. The above provisions concerning assignment or ownership of Developments apply to Developments created while employed by IBM in an executive, managerial, professional, product or technical planning, technical, research, programming, or engineering capacity (including development, product, manufacturing, systems, applied science, and field engineering) or otherwise.

The assignment of Developments in this Paragraph 5 shall exclude any Developments in which I have a right, title, or interest and that were, prior to my employment with IBM, (1) conceived and/or made solely or jointly by me, (2) written wholly or in part by me, or (3) expressly stated in an agreement that I executed with another party which precludes an assignment to IBM (collectively, these exceptions to assigned Developments hereunder shall be known as "Excluded Developments"). Further, I acknowledge that I will not use or cause to be used, any Excluded Developments in IBM's business, research or development without a written or email authorization to do so from both my first and second line manager. For the avoidance of doubt, Excluded Developments shall not comprise any Developments that were or are suggested by or resulted from any task assigned to me or work performed by me for or on behalf of any entity that IBM acquired or in which IBM purchased a controlling interest, unless assignment of my right, title, and interest in the Development is governed by an agreement executed prior to my IBM employment.

I hereby identify any and all excluded Developments which are not published in a searchable public database (e.g. United States Patent & Trademark Office). In the following table I have provided a brief non-confidential description that sufficiently identifies the Excluded Development (e.g. title of publication), the creation date of the Excluded Development, and to the extent my rights to the Excluded Development are governed by an agreement, the other named party to the agreement and the date the obligation terminates.

If I do not have any Excluded Developments to declare I have left the following table blank or have written "None," "Non/Applicable," or a similar designation.

Description of Excluded Development	Date Created	Named Party/ Termination Date

Additional pages may be attached, as appropriate to identify other Excluded Developments, if any. IBM requires you to disclose Excluded Developments in this Paragraph 5. If you wish to interest IBM in any Excluded Development, you may contact the Intellectual Property and Licensing Department at Corporate Headquarters, which will provide you with instructions for submitting it to IBM.

6. In connection with any of the Developments assigned by Paragraph 5: (a) I will promptly disclose them in writing to the IBM





Intellectual Property Law Department, and (b) I will, on IBM's request, promptly execute a specific assignment of title to IBM or its designee, and do anything else reasonably necessary to enable IBM or such designee to secure a patent, copyright or other form of protection therefore in the United States and in other countries. In addition, I agree to promptly notify the IBM Intellectual Property Law Department in writing of any patent or patent application in which I am an inventor but which is not assigned by Paragraph 5 and which discloses or claims any Development made, conceived, or written while I am employed by IBM. I also agree to promptly notify the IBM Intellectual Property Law Department if, after I leave the employ of IBM, I am contacted by anyone or any entity outside of IBM regarding any transaction, legal or governmental proceeding, litigation or other legal dispute concerning or relating to any of the Developments assigned by Paragraph 5.

7. IBM and its licensees, successors, or assigns (direct or indirect) are not required to designate me as an author of any Development which is subject to Paragraph 5, when it is distributed, publicly or otherwise, or to secure my permission to change or otherwise alter its integrity. I hereby waive and release, to the extent permitted by law, all rights in and to such designation and any rights I may have concerning modifications of such Developments.

I understand that any rights, waivers, releases, and assignments herein granted and made by me are freely assignable by IBM and are for the benefit of IBM and its subsidiaries, licensees, successors, and assigns.

8. I agree that IBM, its services providers and other third parties authorized by IBM will collect, use, store, make available to those who have a need-to-know, and otherwise process my personal information to establish, maintain and terminate my employment relationship with IBM and for other legitimate business purposes, anywhere in the world. Such personal information, whether provided to IBM, its service providers, or third parties directly by me or otherwise gathered, includes my name, photo, contact information, skills, compensation, performance, usage of IBM assets, background check results, bank or credit information, and disability or medical information.

I will not use for unauthorized purposes nor share with any unauthorized parties, either during or after my employment, any personal information about others to which I may have access during my employment at IBM.

IBM provides numerous opportunities for social computing through blogs, wikis, social networks, virtual worlds and other social media. I agree to comply with all IBM policies and practices regarding use of social computing tools and I understand that I am personally responsible for the content I post on any social computing tools (whether on IBM's internal platforms or on third party sites) and that any information I post, including any of my personal information, may be made broadly available to others, potentially inside or outside IBM, who have access to these tools.

9. The term "subsidiaries," as used in this Agreement, includes any entity owned or controlled, directly or indirectly, by International Business Machines Corporation.

10. The term "employment at will," as used in this Agreement, means the employment at the mutual consent of both me and IBM. Accordingly, either IBM or I can terminate the employment relationship at will, at any time, with or without cause or advance notice. However, this clause does not relieve me of my responsibility to serve the notice period in accordance with my terms of employment, in the event of my resignation from the services of IBM.

11. This Agreement supersedes all previous oral or written communications, representations, understandings, undertakings, or agreements relating to the subject matter hereof, except as expressly agreed otherwise by IBM in writing upon my hire or transfer of employment to IBM. Any waiver of a term in this Agreement and any amendment to this Agreement may only be made in a writing signed by the Senior Vice President of Human Resources for International Business Machines Corporation and myself.

12. This Agreement shall be governed by the laws of India. If any provision of this Agreement is unenforceable at law, the remainder shall remain in effect. I recognize that any violation of my obligations described herein would cause IBM to suffer irreparable harm and can result in disciplinary action, including dismissal from IBM, and any other appropriate relief for IBM including money damages, equitable relief and attorneys fees.

13. This Agreement shall constitute a part of my terms of employment with IBM, and is executed contemporaneously with my offer of employment/ employment contract with IBM.



My agreement, and my acknowledgment of receipt of a copy of this Agreement, are indicated by my signature below.

Employee's Full Name	Employee's Signature	Employee Serial No.	Date





## **COVID-19: IBM Initiatives for Employees and Communities**

As we navigate the COVID-19 pandemic, IBM has taken a series of initiatives to help and support our employees and their family members in this challenging environment. The health and safety of IBMers, partners, and clients is our top priority.

We have put together a comprehensive support plan for our employees and their families to tide through this pandemic.

### **Employee Well-being and Safety**

- **Vaccination for all IBMers:** Vaccination camps will be opened (in line with Government regulations and availability of vaccines) in all major cities with IBMer populations. IBMers and their family members will have the option of getting vaccinated at hospital centers or camps at selected IBM locations. We are working closely with the concerned authorities on this
- **Dedicated 24X7 Medical Helpline with Portea:** IBM has launched a dedicated helpline through Portea Health Care Services - for a variety of services including doctor consultation, medical/home care services, and testing services. This helpline is the first point of contact for support for any medical help.
- **Access to Oxygen Concentrators**  
IBM has procured oxygen concentrators to support IBMers and their family members. We have partnered with Portea Health Care Service to deploy these oxygen concentrators across Bangalore, NCR (Delhi, Gurgaon, Noida), Kolkata, Chennai, and Hyderabad.
- **Eldercare Support with Samarth:** IBM has partnered with Samarth, one of India's leading organizations supporting the elderly by creating a COVID care system. Samarth will help the elders deal with the pandemic by providing 24/7 emergency assistance, home care resources, medicines, doctor tele-consultations, food services, oxygen, and requirement for other equipment as needed.
- **COVID Care Center:** We have worked with Apollo Hospital to offer medically supervised "step down" facilities at designated hotels in every major city where IBMers and immediate family members can quarantine in case it's not feasible at home.
- **Emergency Transport for Medical Needs:** We are offering an emergency transport facility 24x7 for medical requirements for both employees and their immediate family members who are COVID-19 positive (for transport to a medical facility) and those who are COVID-19 negative (for procuring medical supplies or attend to impacted family members).
- **Additional Insurance Coverage:** IBM is providing additional insurance coverage for each insured employee and their covered dependents (spouse and children) for up to Rs. 5 Lakhs per member covered.
- **Meal Delivery Service**  
We have tied up with HungerBox for the delivery of freshly prepared meals, ensuring the highest levels of hygiene and safety measures. The service is currently available in Bangalore, NCR, Hyderabad, Chennai, Kolkata, Mumbai, Pune, and Vishakhapatnam.

**Leverage the Power of Tech for good**



- **COVID Assist:** We have launched COVID Assist, a Watson Assistant powered AI bot, to channelize the requests around critical resources such as ambulance, oxygen, medicine, hospital beds, in an efficient manner. It will also help you connect with the IBM Squad volunteers on ground.

#### **Mobilizing the collective power of the IBMers**

- **IBMer volunteer COVID squads :** We have organized squad groups staffed by IBMer volunteers to take service requests and match them to verified sources of available resources - Hospital Beds, ICUs, Oxygen requirements, ambulances, medicines, and more. With over 2000 volunteers already signed up, this is really making a difference to quickly triage requests and ensure that needs are matched to resources available nationally.
- While we do this, employee health and well-being remain a key priority for us. We have set up several **employee support groups across cities** to provide employees with a platform to discuss issues, challenges, concerns and coping mechanisms such as managing stress, staying active and promoting self-care. Covid Warrior stories to energise teams.
- IBM has partnered with [United Way of India](#) to drive an employee giving campaign. Employees can donate financially to the NGO and they in turn are working with several partners at the ground level to provide critical and emergency care for the community.
- IBMers are volunteering to become first responders on Covid-19 helplines through a collaboration with [StepOne](#). StepOne is an NGO having an interface with 18 state governments and is helping to train & deploy volunteers to respond to queries on the government helpline.

#### **Leveraging our voice and influence to rally global support**

- IBM is playing a key role in **Global Task Force on Pandemic Response** launched by the [US Chamber of Commerce](#) to aid India and other Covid-19 Hot-Spots. This includes Sourcing, shipping and delivering 1,000 ventilators; 25,000 oxygen concentrators and working with local partners to fund emergency hospital beds in communities where our teams live and work.

In addition, we are also closely engaged with the government and government agencies in India to offer our support and we are ready to do more.

**Given the dynamic pandemic situation, IBM is constantly revising and updating any initiatives it has put in place to respond to the pandemic, And any of these programs and policies may be changed or withdrawn by IBM at its sole discretion. Please reach out to your HR contact to understand the current measures In place at IBM.**

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### APPOINTMENT LETTER

September 12, 2021

Dear TANGETI SATYA KRISHNA,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

#### **1. Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

#### **2. Compensation:**

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure V. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other



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relevant criteria.

### 3. Other Benefits:

You will also be eligible for:

- a. Leave, holidays and working hours as applicable to your stream and location of posting.
- b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company
- c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.
- d. Leave Travel Assistance (LTA) as per the Company's policy.
- e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.
- f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.
- g. Please refer to the detailed policies in the Company's intranet portal i.e. [mywipro.wipro.com](http://mywipro.wipro.com)

### 4. Responsibilities:

- a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.
- b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.
- c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.
- d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

### 5. Conflict of Interest:

- a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.
- b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.
- c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:
  - i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
  - ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
  - iii. Any existing employee to become associated with, or perform services of any type for any third party.
- d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.



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- a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).
- b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

**7. Assignment of Intellectual Property**

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

**8. Non-Compete**

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

**9. General:**

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

- a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.
- b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.
- c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.
- d. Your appointment shall be treated as withdrawn in case:
  - i. You have not scored minimum aggregate marks of 60% in your 10<sup>th</sup> Standard or equivalent education.
  - ii. You have not scored minimum aggregate marks of 60% in your 12<sup>th</sup> Standard or equivalent education.
  - iii. For Graduates: You have not scored minimum aggregate marks of 80% in your graduation.
  - iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation

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and 60% in post-graduation.

v. You have any pending backlogs/ arrears on the date of appointment.

**Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.**

#### 10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least 12 months** commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall **be liable** to pay to the Company liquidated damages of up to Rs. 75,000/- (Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

#### 11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

#### 12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,  
For **Wipro Limited**,



**Aparna Shailen**  
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

#### ANNEXURE I

**DECLARATION ON CONFLICT OF INTEREST**

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

**Noted below are a few examples of conflict of interest:**

- a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.
- b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.
- c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.
- d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.
- e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

**Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders**

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: [policyclearinghouse@wipro.com](mailto:policyclearinghouse@wipro.com).
2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:
  - a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.
  - b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.
  - c. Unauthorized disclosure or communication of UPSI.
  - d. Procuring any UPSI from others
3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on

the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to [policyclearinghouse@wipro.com](mailto:policyclearinghouse@wipro.com).

## **ANNEXURE II**

### **PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000**

I TANGETI SATYA KRISHNA, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

- a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;
- b. processing my job application including background verification checks;
- c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me.\*

## **ANNEXURE III**

### **SALARY OFFER SHEET**

**Name: TANGETI SATYA KRISHNA**

**Position: Project Engineer**

**Career Group: TRB - II**

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
<b>Total Fixed Cash</b>	<b>24,688</b>
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
<b>Total Fixed Compensation</b>	<b>27,108</b>
<b>Other Compensation Benefits</b>	
Health benefit (Medical)	600
<b>Variable Pay</b>	
Target Variable Pay	1,459
<b>Target Cost to Company per month</b>	<b>29,167</b>



**Total Cost to Company per annum****3,50,004**

\*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

- a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
- b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
- c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
- d. Medical Insurance Coverage up to Rs 2lac per annum.

#### **ANNEXURE – IV**

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

#### **ANNEXURE – V**

##### **Variable Pay - A BRIEF OVERVIEW**

##### **Variable Pay Policy Summary & Computation:**

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2021-22.

#### **SOME ADDITIONAL INFORMATION ON THE SALARY OFFER**

##### **Basic, Additional Allowance and Bonus**

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

##### **House Rental Allowance:**

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

##### **Wipro Benefit Plan (WBP):**

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

#### 1. **Leave Travel Allowance:**

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to [myWipro](#) on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

#### 2. **Telephone/Mobile Phone Allowances:**

The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exemption up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

#### 3. **Non-transferable Meal card:**

An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

#### 4. **Education Allowance:**

An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

#### 5. **New Pension System:**

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

#### **Retirement Benefits:**

It consists of:

- a. **Provident fund**- Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm
- b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same .

#### **Travel, Accommodation, Food & Other Miscellaneous Expenses**

##### **Travel**

- a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.
- b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

##### **Accommodation, Food & other Miscellaneous Expenses**

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- a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.
- b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:
- Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.
- c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.
- d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

### **SUMMARY SOCIAL SECURITY & OTHER BENEFITS\***

#### Medical

- Medical Assistance Program (MAS)\*\*:** This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

- Mediclaim:** You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium, 10% of the claim amount has to be borne by you.

If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

- Annual Health check:** Company paid Annual health check-up program is available for employees above 40 years of age.

**Gratuity Benefit\*\*:** Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws

**Survivor Benefit Pension Program\*\*:**

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic \* No of years to Retirement \* Grade Factor \* % based on number and age of surviving members.

I.e.  $15,000 \times 20 \times 2.7\% \times 80\% = \text{Rs. } 6,480$  per month as supplementary pension payable. \*Grade Factor is a band specific predefined pension Accrual rate.

**Loans:**

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**Interest Free Loan:** An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

**Contingency Loan:** An interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

\*\* These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

#### 1. Your Life and Accident Cover :

- a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.
- b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies -> India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

#### 2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite & transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

Accept  Decline

Signature TANGETI SATYA KRISHNA 12/9/2021 3:12 PM

(checking the checkbox above is equivalent to a handwritten signature)

[https://wipro.icims.com/forms?module=Forms&action=showForm&view=html&form=elite\\_offer\\_letter\\_template&user=20000155&item=531570&take](https://wipro.icims.com/forms?module=Forms&action=showForm&view=html&form=elite_offer_letter_template&user=20000155&item=531570&take)

10/11



9/17/21, 3:13 PM

[https://wipro.icims.com/forms?module=Forms&action=showForm&view=html&form=elite\\_offer\\_letter\\_template&user=20888455&it](https://wipro.icims.com/forms?module=Forms&action=showForm&view=html&form=elite_offer_letter_template&user=20888455&it)

Registered Office:

**Wipro Limited**

Doddakannelli

Sarjapur Road

Bengaluru 560 005

India

**T** : (91 (80) 2814 0011

**F** : (91 (80) 2814 0054


**E** : [info@wipro.com](mailto:info@wipro.com)

**W** : [wipro.com](http://wipro.com)

**C** : I32102KA1945P1 0026800

20888455

200

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- Starred
- Snoozed
- Important
- Sent


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Meet

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Subject: Miracle Software Systems - On Boarding Condlrmation  
To: <[tumaradasaiteja709@gmail.com](mailto:tumaradasaiteja709@gmail.com)>  
Cc: Raja Thamada <[rthamada@miraclesoft.com](mailto:rthamada@miraclesoft.com)>

Hello Sai Teja,

Congratulations!!!

As you have been offered for Software Trainee position with Miracle Softwar  
On-boarding formalities & Reporting with MSS on **29th November,2021** by 1  
Days of Probation and after completing the probation offered Salary will be i

**On boarding Location Details:**  
**Address** : Miracle Software Systems, (I) Pvt. Ltd. MIG-49, Lawson's Bay Colc  
**Landmark** :Near Lawson's Bay Post Office, Opposite lane to Ravindra Bharat  
**Contact Number:** 0891-6696666

**Reporting Location Details**  
Miracle Software Systems, (I) Pvt. Ltd. Munjeru Village, Bhogapuram Mandal  
**Landmark:** CC-4, Miracle City.  
**Contact Number:** 0891-6696666

You are required to bring the following documents along with you for on-b

- **Original Certificates** are needed at the time of On-Boarding

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Ref: 0082896\_241/1756708  
2022

Dated: February 11,

To Srinivas Kasukurthi

**Sub: Offer of Employment**

Dear Mr. Srinivas Kasukurthi,

Thank you for the keen interest you have shown in joining our organization. With reference to the interview and the discussions you had with us recently, we are pleased to offer you a career at Zensar. Please accept our heartiest congratulations and warm welcome to the Zensar family.

1. You are required to join on February 15, 2022 and the offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing. your 'Annual Compensation' is attached herewith as in Annexure A. The terms and conditions of employment are in Annexure-B.

Please note this offer is conditional to verification of documents listed in Annexure C and your being found medically fit for employment.

Please confirm your acceptance, in writing, of this offer on or before February 11, 2022 to the undersigned given below address:

Zensar Technologies Limited SEZ Unit (DLF – Hyderabad) Block 3, 1st Floor, DLF Cyber City Plot No. 129-132, APHB Colony, Gachibowli Village, Hyderabad – 500 019

**Yours Sincerely,  
For Zensar Technologies Limited**

A handwritten signature in black ink, appearing to read "Sanjèva Maithani". The signature is written in a cursive style with some loops and flourishes.

**Sanjèva Maithani  
Vice President Human Resources**

Encl:Annexure A (Salary Structure),  
Annexure B (Terms and Conditions of employment)  
Annexure C (Document Check List)

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01



**Annexure A**

Name: Srinivas Kasukurthi  
 Designation: Jr. Software Engineer  
 Grade : G0  
 Location: Hyderabad

Component	Annual Gross (INR)	
Basic	192000	Base salary component.
Customized Allowance Pool*	159725	This is used towards HRA / CLA, LTA, Medical Allowance and Children's Education. You may want to split the basket as per your tax plans.
Bonus	16000	Paid out as per the Payment of Bonus Act if Basic is less than 21000
<b>Total</b>	<b>367725</b>	
Company's contribution to PF	23040	12% of Basic
Gratuity	9235	As per Gratuity Act
<b>Gross Compensation</b>	<b>400000</b>	
Group Personal accident Insurance	6864	2 X CTC or Min 11,50,000/-; Please refer to policy
Group Health Insurance Scheme		Up to four family members (in order of: Associate, Spouse, 2 Dependent Children below age 25) are covered up to a limit of Rs. 2,00,000/- P.A
Term Life Insurance		Sum Insured is Rs. 11,50,000/-; Please refer to policy
<b>Total Cost to Company</b>	<b>406864</b>	

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**Annexure B****1. GRATUITY:**

For every associate, the organization contributes 4.81% of the Basic salary towards the Gratuity fund.

All associates who have completed minimum 5 years of continuous service with the organization are entitled for Gratuity.

The entitlements are as per the following slabs:

- ◆ 5 years or more, and less than 10 years of service, Gratuity will be calculated @ 15 days basic salary for the number of years completed.
- ◆ More than 10 years and less than 15 years of service, Gratuity will be calculated @ one month basic salary for the number of years completed.
- ◆ More than 15 years of service, Gratuity will be calculated @ 1½ month's basic salary for the number of years completed, subject to maximum of 26 months' salary.

The gratuity amount is payable on resignation/retirement subject to above conditions.

In case of death of the associate during the service, the associate's nominee is entitled for the Gratuity benefit calculated on the basis of anticipated service subject to the conditions under the scheme entered with LIC.

**2. PROVIDENT FUND:**

The associate becomes a member of the provident Fund Trust administered by the company from the date of the joining.

- ◆ The company deducts 12% of the basic every month through payroll as the associate's contribution to PF. Additionally, the company contributes 12 % of the associate's basic salary and the same is deposited with the Provident Fund Trust.
- ◆ Out the associate's contribution, 8.33% (subject to maximum of Rs. 541 p.m.) is remitted to The Regional Provident Fund Commissioner (RPFC), Pune towards the contribution for pension administered by RPFC.
- ◆ The associate on resignation or retirement can apply to Trust for transfer or withdrawal of Provident Fund accumulation as per the Provident Fund rules.
- ◆ The associate is also entitled for Pension from RPFC on resignation or retirement as per the pension rules of RPFC.

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- ◆ **Voluntary Provident Fund:** The associate, if wishes, may request for additional PF contribution minimum if 12% & maximum of 20% of Basic salary by way of deduction through payroll.

### **3. 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 any other locations, departments or units of the Company or its Associate companies, Subsidiaries, Group Companies or Customer locations, 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 which the customer may reasonably require for the protection of its legitimate interests
- ◆ You are an employee of Zensar and are not and shall not become the employee or agent of any Client at whose premises you may be deployed, at any time during your services with the company. Zensar shall be responsible for the payment of all your compensation, benefits and insurance as applicable and you shall not be entitled to claim any Client employee benefits. You acknowledge that you are not employee of Client for any purpose and shall not exercise any rights or seek any benefit accruing to the regular employees of Client

### **4. Work Timings**

At Zensar we work five days a week, Monday through Friday. The Company will have its normal business hours from 08:45 hrs to 18.15 hrs with a Lunch Break of 30 minutes. Since we cater to global clients that may operate on a 24 x 7 basis, associates may be required to work at Non standard hours; Your work timing would be intimated by your manager. You shall provide details regarding the utilisation of your time by entering the same into Zensar's T@Z Timesheet.

### **5. Other Benefits**

- ◆ **Hospitalization**  
You and your spouse will be eligible to avail of the medical insurance cover.

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#### ◆ **Leave**

You will be eligible to 30 days of total leave during a year. This will include 18 days of privilege leaves and 12 days of flexi leaves. Flexi leave can be availed as casual leave, sick leave and paternity leave reasons. The details of the policy would be available to you when you join.

### **6. Probationary Period**

- ◆ You will be on probation for a period of 12 months from the date of joining and may be confirmed as a permanent associate upon successful completion of your probation. The period of probation can be extended at the discretion of the Company.
- ◆ During the probation period, the Company has the right to terminate your services at any time upon serving one day's notice to you.

### **7. Notice Period**

You will be required to give three months' notice in case you decide to leave our services and the same is subject to the company's discretion. The company reserves the right at its sole discretion, to substitute the notice period by paying whole or part of your base salary in lieu of the notice period.

In case you leave the services of Zensar within 1 year of your joining the Organization, due to any reason, you will be required to repay the total expenses incurred by the company towards reimbursement to you on account of your relocation, notice pay buyout and joining bonus, if any.

**a). Garden Leave:** In a situation wherein continuation of your services for the specified notice period (whether in part or in full) are not considered detrimental to the interest of the Company, the Company may allow you to serve the notice period or require you to proceed on Garden Leave during the notice period which you would have otherwise served. However, if the Company receives your request to be relieved from your duties before the completion of the notice period or during Garden Leave, then the Company at its own prerogative may relieve you from your duties on or before the completion of notice period or Garden Leave subject to clauses 7 (d) & (e) herein.

Garden Leave shall mean "an arrangement where an employee is not required to attend his duties and responsibilities at the workplace. However, for all purposes he shall continue to be considered as an employee of the Company and make himself available, as and when required by the Company for any work pertaining to his work responsibilities including transition of responsibilities."

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**b). Employee request for immediate release:** In a situation wherein the Company receives your request to be relieved from your duties without serving the notice period, the Company may at its own discretion relieve you with immediate effect.

**c). Notice Pay:** Notwithstanding the nature of termination of your employment under any of the scenarios as set out, the Company may at its discretion ,

- i) allow you to serve the notice period or
- ii) require you to proceed on Garden Leave during the notice period which you would have otherwise served or
- iii) relieve you immediately or at any time while you are serving your notice period in which event you shall be entitled to receive salary for the unserved notice period.

**d).** In the event, you request the Company for an early release at any time during the notice period being served, you shall be liable to pay the Company, in line with the Company policy on notice pay, for the unserved notice period. Subject to applicable laws and Company's discretion in this regard, the Company may deduct such amount from the payments that shall be payable to you as full and final settlement of your dues. The date of your release, in such event, shall be decided by your designated manager / head of department / business head, as the case may be.

The Company will not be liable for any additional severance obligations under any of the above scenarios.

**e).** Your release from the Company's services shall be subject to satisfactory transition of your duties and responsibilities. You shall also be required to return all Company property in your possession to the person designated by the Company in this regard. Company property shall include all documents and any copies thereof in whatever form those copies may be made, whether on paper, tape, computer disc, cloud storage-based facilities or any other digital medium or otherwise.

If you hold any information on any equipment which you own, you shall forthwith copy that information onto an appropriate medium, supply that copy and any other copies in your possession to the Company and then delete such information from all equipment in your possession. Subsequent to the completion of the formalities as mentioned herein, you will be notified of the date of your release. Such release date shall be at the sole discretion of Company notwithstanding your willingness to pay for the unserved notice period for an early release.

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### **8. Statement of Facts**

- ◆ It must be specifically understood that this offer is made based on your proficiency on Technical / Professional skills you have declared to possess as per the application, and on the ability to handle any assignment / job independently anywhere in India or overseas. In case, at a later date, any of your statements / particulars furnished are found to be false or misleading, or your performance is not up to the mark or falls short of minimum standards set by the company, the company shall have the right to terminate your services at its own discretion.

### **9. Group Insurances**

- ◆ From the month following your joining, Company will provide you coverage under the Group Mediciam Policy and Group Accident Insurance Policy, at no cost to you.
- ◆ It is mandatory to declare dependent (Dependent Spouse, Dependent Children) information to include them in the company Mediciam Insurance policy.

### **10. Confidentiality**

You agree at all times during the term of your employment and thereafter (without limit of time):

- ◆ Hold Confidential Information in strictest confidence, and not to use or attempt to use the same, except for the benefit of the Company. and
- ◆ Not to disclose or divulge Confidential Information to any person or entity without written authorization of the Company
- ◆ You agree to return to Zensar all proprietary information, including copies of paper, hard drive, disk, tape and other media, upon completion or termination of any project or upon cessation of your employment.
- ◆ You understand that retaining the confidential nature of Confidential Information is of utmost importance to the business of the Company and in addition to the terms stipulated in this agreement herein you agree to execute a Non-Disclosure Agreement with the company.
- ◆ While performing your duties, you shall not copy / use /infringe a third-party intellectual property or confidential information.
- ◆ Any breach of this provision shall be treated as a gross violation of the terms herein and your services are liable to be terminated without notice.

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- ◆ For the purposes of Clause, "Confidential Information" means any Company proprietary or confidential information, technical data, trade secrets or know-how, whether oral or written or in electronic format and whether marked confidential or not, including but not limited to; research, business plans, products, product improvements, processes and process documents, services, projects, proposals, all work produced by you whether during normal working hours or not, computer program, documentation, customer lists and customers (including, but not limited to, customers of the Company with whom you become acquainted), markets, software, developments, inventions processes, formulas, technology, designs, drawings, engineering, marketing, distribution and sales methods, sales and profit figures, finances, techniques, strategies, discoveries, the title and description of any patents or patent applications filed by the Company in any country or jurisdiction (until the same is generally available to the public), and any other business information of the Company including its business plans, practice methodologies and technologies (including computer software), training materials, personnel information, client lists and information regarding the business needs, strategies and technologies of present and prospective clients and internal Company publications, whether directly or indirectly, or by drawings or inspection of documents or other tangible property and all information that comes to your knowledge which would but for this employment would not have been accessed by you, whether such information is in tangible form or not, written or otherwise and formal or not. Confidential Information however shall not include knowledge, skills, or information which is common to the business of the Company, or which is generally known outside the Company.

#### **11. Non Solicitation of Associates and Clients**

- ◆ You agree that during the period of your employment with the Company, and for one year after the date of termination of such employment (regardless of whether this cessation of employment is voluntary or involuntary, or caused by the breach of this Agreement by either party), other than on behalf of the Company, you will not, either directly or indirectly:
  - ◆ Solicit, divert, take away, hire, or recruit, entice or attempt to solicit any associate of the Company or the business of any client, customer, potential client, potential customer, person, or entity with whom Associate had dealings for any purpose related in any manner to the business of the Company.
  - ◆ Approach or seek employment with the Company's client(s) where you are/were deployed by the Company
  - ◆ You agree the foregoing restrictions are reasonable both as to time and extent given the nature and scope of the Company's present business and the duties of your employment.

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- ◆ This clause shall be binding on you even after your separation from the company

## **12. Intellectual Property**

- ◆ All intellectual property rights, including but not limited to, patents, copyright and design rights as a result of the development of and/or the application of all work produced by you during or as a consequence of your employment, whether alone or in conjunction with others and whether during normal working hours or not, including but not limited to any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this employment with the Company shall be the exclusive property of the Company and you agree to assign all such Intellectual Property created during your employment to the company.
- ◆ You agree, at the Company's expense, to provide, during and after this employment, all such assistance as the Company reasonably considers necessary, to secure the vesting of such rights in the Company or Terms of Employment.
- ◆ You shall indemnify and keep the Company indemnified and harmless against all claims by any third party for loss, damage, expenses suffered, arising out of infringement of any patent, trademark, label, design or application, including software programs and applications by reason of your acts, actions, activities not authorized by the Company or acts, actions, activities undertaken by you against company's policies, guidelines instructions.

## **13. Retirement:**

- ◆ You will retire/ superannuate from the company on reaching the age of 58 years.
- ◆ Notwithstanding the clause on retirement from the company's service, your employment with the Company is subject to termination on three month's prior notice by either side. The Company however, reserves the right to, at its sole discretion, substitute the notice period by paying you basic salary in lieu of the notice period.
- ◆ For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the required notice period as stated in our Company's HR manual.

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- ◆ Notwithstanding anything else stated above, the Company shall also have the right to terminate your employment immediately without notice or payment in lieu of notice if:
  - ◇ You neglect, refuse, fail or for any reason become unable to perform any of your duties under this agreement or comply with the Company policies and code of conduct; or
  - ◇ You are guilty of any misconduct whether or not in the performance of your duties (including but not limited to being an undischarged insolvent, being convicted by any criminal court, being involved in fraudulent acts, etc) or commit any act which in the opinion of the Company is likely to bring the Company any disrepute whether or not such act is directly related to the affairs of the Company; or
  - ◇ You commit any breach of any of your duties or obligations under this agreement or the policies of the Company.
  - ◇ There is a discrepancy in the documents/certificates given by you as a proof in support of the information provided by you at the time of interview and in the candidate data sheet.

#### **14. Jurisdiction**

Even though the company may depute you overseas for on-site work to any other location, any issues arising out of your contract of employment, shall be governed by the laws of India and the courts of Pune shall have the exclusively jurisdiction

#### **15. Indemnification**

- ◆ You agree to indemnify the Company for all loss, damage, liabilities and costs and expenses, including reasonable attorney fees, suffered or incurred by the Company or caused by or related to your breach of any of the provisions contained in this Terms of Employment

#### **16. Other Terms and conditions**

- ◆ You agree not to undertake employment, whether full-time or part-time of any other organization / entity engaged in any forms of business activity without the consent of Zensar. 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.

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- ◆ This offer is purely based on the information / documents provided by you and by accepting the offer, you specifically authorize the company or any external agency through Zensar to verify your educational, previous employment, your conduct and any other background checks prior to your joining the company or thereafter. You shall extend your co-operation (if asked for) during such verification without any protest or objection. However, if there is a discrepancy in the copies of the documents / certificates given by you as a proof in support of the above, the company reserves the right to terminate the employment at any time during your service. You agree to abide by all the policies of the Company in force from time to time.

### **17. SMS Notification**

- ◆ You agree that the Company can contact you via SMS notifications or any other telephonic mode, before, during and after Zensar's joining process, in order to, inter-alia, keep you updated and well informed on joining and/or subsequent processes and developments.

### **18. Disciplinary Action:**

- ◆ If at any point of time, Company has reasonable prima facie justification to believe that you may have indulged in act(s) that may have violated any of the conditions mentioned herein, Company's policies, processes, RPG Code of Corporate Governance & Ethics, any applicable law or regulatory provisions, and the Company decides to carry out further investigation into such acts, Company reserves the right to suspend you from its services pending investigation.
- ◆ During the period of suspension, Company may ask you not to report to work (physically or remotely) and may suspend the use of your company email. Further Company reserves the right to pay you only 50% (fifty percent) of applicable salary (excluding retirement benefits or performance bonus) for the period of suspension.
- ◆ Upon completion of investigation, if the company concludes that you have not committed any such misconduct or breach of your obligations, the salary retained as above during suspension will be paid to you in the next immediate payroll cycle.

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- ◆ If upon completion of investigation, company concludes that you have committed any misconduct or violated any of the conditions mentioned herein, Company's policies, processes, RPG Code of Corporate Governance & Ethics, any applicable law or regulatory provisions, Company may impose such punishment as it deems fit, including suspension or fine or stoppage of annual increment or reduction in rank or termination of your service for cause as provided hereunder. In such event, the salary retained as above during suspension will not be paid to you and the Company reserves the right to adjust the same against any damages or fine recoverable from you in connection with the acts committed by you.

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This is to certify that I have gone through and understood all the terms and conditions mentioned in Annexure B and I hereby accept and agree to abide by them:

Name in Full:

Signature:

Address:

Phone:

E-mail ID:

Date:

Place:

**Note: This document gives indicative details of all plans. Their implementation is governed by policies of Zensar and applicable legal agencies and may change from time to time without prior notice. Latest Details and specifics of each plan are available with the Human Resources Function.**

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**Annexure C**

At the time of joining, you are requested to bring the following documents in Original, along with a copy of each

1. Proof of Age either copy of passport or school leaving certificate
2. Last Qualification Certificate
3. Mark sheet of last qualification
4. Last salary slip
5. Two passport size color photographs
6. Copy of Pan Card
7. Copy of Passport (if available)
8. Bank Account Number and details

**You must provide your PAN Card copy. Please note that it is mandatory to provide the PAN number for processing of your payroll and no payments on account of salaries can be made without a PAN number**

Your offer has been made based on the information furnished by you. However, if there is a discrepancy in the copies of the documents / certificates given by you as a proof in support of the above, the company reserves the right to terminate the employment at any time during your service

Please submit all the certificates supporting your educational qualifications along with mark sheets in original for verification only.

**Private & Confidential**

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HRID/31/1002064617/21-22



Mr. Chilla Bhargav Reddy  
Dr.No:8-63-72, Chillapeta Village  
Bheemunipatnam Mandal, Visakhapatnam District  
Visakhapatnam-531163  
India

Ph: (91)-7095850196

Dear Chilla Bhargav,

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**

INFOSYS LIMITED  
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September 17, 2021

HRID/1002064617/21-22

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 Dr.No:8-63-72, Chillapeta Village  
 Bheemunipatnam Mandal, Visakhapatnam District  
 Visakhapatnam-531163  
 India

Ph: 091-7095850196

Dear Chilla Bhargav,

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 **23-Sep-2021**.

#### **Location**

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

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

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

#### **Training**

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





### **Probation and Confirmation**

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

### **Leave**

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

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

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

### **Agreement**

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

### **Compensation and Benefits**

#### **Salary**

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

#### **Training Performance - linked Incentive**

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



### **Ex - Gratia / Bonus**

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

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

### **Basket of Allowances (BOA)**

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

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

### **National Pension Scheme**

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

### **Insurance**

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





**ANNEXURE - I**  
**(Compensation during the Training)**

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Mr. Chilla Bhargav Reddy			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
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
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>TOTAL GROSS SALARY</b>				<b>25,000</b>
<b>OTHER BENEFITS</b>				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
<b>SALARY LOAN</b> (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				

**ANNEXURE - II**  
**(Compensation post Unit allocation)**

<b>COMPENSATION DETAILS</b> (All figures in INR per month)				
NAME	Mr. Chilla Bhargav Reddy			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
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
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>4. INCENTIVE COMPONENTS</b>				
		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
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>				<b>26,250</b>
<b>TOTAL GROSS SALARY (Inclusive of the Incentive Component at indicative payout 10% of FGS)</b>				<b>27,500</b>
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>				<b>30,000</b>
<b>OTHER BENEFITS</b>				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
<b>SALARY LOAN</b> (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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CIN L64200MH1986PLC041370

Ref: 847548/2001765/ELTP

18-DEC-2021

Mr. Shaik Nanne Basha  
Piduguralla (Ap) - 522413  
Mobile: 8179919019

**Subject: Offer of Appointment**

Dear Mr. Shaik Nanne Basha

It is our pleasure to welcome you to **Tech Mahindra Limited**.

1. With reference to our discussions, we are pleased to offer you an appointment in our organization as **Associate Software Engineer** at **Band 'U'** and **Sub Band 'U1'** under **ELTP Scheme**. However, in the current COVID situation, the Company hereby allows you to work from your hometown or any other place in India. However you shall be required to report to your base location as and when required by the Company. Any travel for official work must be in strict compliance with the prevailing travel policy of the Company. While you are working from home, if you wish to travel outside India in your personal capacity, you shall inform in advance in writing to your reporting manager and Business HR SPOC. You may be permitted to travel outside India only after approval of your reporting Manager and BHR lead.
2. You will be on probation for a period of **3 months** from the date of joining the Company during which you will be on training. The training program called "**Entry Level Integrated Training and Enablement**" (ELITE) will include classroom training as well as on-the-job training. In case your performance is not found satisfactory during the period of probation, the Company may choose to terminate your services with immediate effect without serving written notice or pay in lieu of notice.
3. Unless informed in writing of the extension of your probation period, for whatsoever reason/s, your employment with the Company will stand automatically confirmed upon successful completion of probation period including successful completion of the ELITE program and satisfactory performance on the job.
4. Your remuneration while on probation has been detailed in **Annexure A**. Upon confirmation, your "Annual Total Cash Compensation" will be **Indian Rupees 3,25,000 (Rupees Three Lac Twenty Five Thousand Only)**. Please refer **Annexure B** for details on the compensation and statutory deductions.
5. Your remuneration package is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.
6. This offer is valid subject to your fulfilling the following:-
  - The academic criteria of minimum aggregate of 60% or as communicated to you at the time of interview;
  - Meeting the set eligibility criteria at the end of your academic course
  - Meeting eligibility criteria for any Company organized training imparted prior to your date of joining and
  - Submission of all necessary legal documentation pertaining to your employment.





7. You are required to sign a **service bond (Draft at Annexure J)** with our organization for a sum of **Indian Rupees 1,00,000/- (Rupees One Lakh Only)**. As per the bond you will be required to serve the Company for a minimum period of **2 years** from the date of your joining. Your joining to Tech Mahindra will be subject to successful submission of all mandatory documents, failing which the company reserves the right to withdraw your employment offer. In case you are not posted at your home town, you are entitled to a **one-time settlement allowance not exceeding INR15,000/- (Rupees Fifteen Thousand Only)** towards travel & movement of baggage, initial hotel accommodation and deposit for residential accommodation at the place of initial training and subsequent posting on production of relevant receipts / lease agreement. The Company shall recover the resettlement allowance in case of cessation of service within 2 year from date of joining. Subsequent to your initial training if you are posted outside your training location you are eligible to claim the travel expenses only as per the travel policy of the Company.
8. Your employment with us will be governed by terms and conditions as specified in **Annexure C**.
9. You are required to join on **23-DEC-2021** at the address mentioned in the below Paragraph for training. This Offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing. The location of posting would be communicated to you upon successful completion of training.
10. You are requested to report to **Syamala Soujanya Wuyyuru at 9:00 AM** through Virtual Joining Process to complete the joining formalities at **TECH MAHINDRA LTD., SURVEY NO. 44 P, NEAR BULLAIAH COLLEGE, NEW RESAPUVANIPALEM VILLAGE, VISAKHAPATNAM - 530003 (ANDHRA PRADESH), INDIA.**, You are required to submit soft copies of the original documents as per **Annexure D** to the recruiter and HR Team respectively.
11. Please note that this Offer is subject to your background check report being found without any discrepancy either at the time of reporting/joining or thereafter depending upon our receipt of the background check report from the agency. In case of any discrepancy in your background verification, the Company shall, in its absolute discretion, withdraw this Offer or terminate your employment with immediate effect, without any notice pay, by giving you a written notice thereof.
12. This Offer is issued to you based on the information provided by you in your application form along with the supporting documents to be submitted within the timelines as stipulated in as per Annexure ?D. In case the Company notice any discrepancy and/or incorrect information in your application form or you fail to submit your supporting documents for background verification within one week of receiving the offer or within 72 hours of joining whichever is earlier, the Company shall, in its absolute discretion, withdraw this Offer or terminate your employment with immediate effect, without any notice pay, by giving you a written notice thereof.
13. Kindly confirm your acceptance of this offer of appointment to **campusjoining@techmahindra.com** by **23-DEC-2021**.

For Tech Mahindra Limited



Krishna Ramaswami

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More reasons to #lovetecheM



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CIN L64200MH1986PLC041370

**Head - Resource Management Group**

**Enc:** **Annexure-A & B**(Salary Structure, **Annexure-C** Important / Indicative Terms & Conditions of Employment, **Annexure-D** Check List of Documents, **Annexure-E** Confidentiality Agreement, **Annexure-F** Medical Self Declaration, **Annexure G** Intellectual property Assignment, **Annexure-H** ? General Covenant, **Annexure - I** Acknowledgement, **Annexure J** Indemnity bond

Date:

Signature:

**Shaik Nanne Basha**



**ANNEXURE - A**

NAME	Mr Shaik Nanne Basha	
TITLE	Associate Software Engineer	
BAND	U1	
LOCATION	VISAKHAPATNAM	
	<b>COMPONENTS</b>	<b>Per Annum (All figures in INR)</b>
	BASIC (@40% OF TOTAL FIXED PAY)	89393
	HRA (@70% OF BASIC)	62575
	BONUS / STATUTORY BONUS	48000
	EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND (@12% OF BASIC PAY)	10727
	FLEXIBLE COMPONENTS OF TFP	12787
	<b>TOTAL FIXED PAY..... (A)</b>	<b>223482</b>
	<b>TOTAL VARIABLE PAY (TVP)..... (B)</b>	<b>24831</b>
	<b>ADDITIONAL BENEFITS..... (C)</b>	<b>11687</b>
	GRATUITY	4300
	INSURANCE PREMIUMS (towards GTLI, GMIP AND GPAL)	7387
	<b>TOTAL COST TO COMPANY..... (D) = (A) + (B) + (C)</b>	<b>260000</b>

- Salary:** Your salary will be paid monthly through bank transfer on the last day of the month, for which you would be required to open a Bank A/c with any of the Company specified Bank/s. Disbursement of Salary is subject to your regular attendance, submission and updation of Permanent Account Number (PAN) details in the Company's records.
- Flexible Benefit Plan (as applicable):** , You are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay.

Component	Max Limit
Leave Travel Assistance	12000
Meal Card	26400

(Contd...)

#### ANNEXURE A (Contd...)

#### 3. Additional Benefits: Associates shall be eligible for below mentioned benefits:

- a) **Group Term Life Insurance (GTLI) Coverage:** You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of **INR 20 lakh** to the beneficiary on the unfortunate death of the associate
- b) **Group Medical Coverage Plan (GMIP):** You would also be enrolled under the existing Medical Insurance scheme of the Company with a cover of **INR 3 lakh** (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrolments of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be **INR 2 lakh**.
- c) **Group Personal Accident Insurance (GPAI) Coverage:** You would be enrolled under the Company's GPAI scheme with a cover of up to **INR 5 lakh** payable in case of permanent disablement arising out of any unfortunate event of an accident.

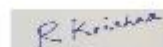
#### 4. Deductions:

- a) The Company shall make any deductions from the salary, as it may be stated in the respective policies from time to time. For example, deductions towards Company provided transport, non-adherence as per disciplinary policies etc.
- b) **Statutory Deductions:** Tech Mahindra Limited shall make necessary statutory deductions from your gross salary and directly pay on your behalf to the concerned authorities. In the instances where the Company is not under an obligation to make these deductions, you will agree to make such payments to the concerned authorities. And also, you shall, upon request by Tech Mahindra, provide documents/proofs of such payments.

#### Notes:

1. Bonus / Statutory Bonus, if applicable as per The Payment of Bonus Act, 1965, shall be paid in 12 equal monthly instalments in advance
2. For purpose of contribution to PF, Gratuity, Superannuation, if any, and encashment of leave, notice period etc., computations will be on Basic Pay.
3. Total Variable Pay (TVP) amount mentioned is maximum amount based on 100% performance; Final payout of TVP will be as per Variable Pay Policy applicable for the Financial Year and actual performance. In addition to above, Associates carrying Individual Revenue Targets (Sales, Relationship Management etc.) will be covered by the 'Performance Bonus Policy' or 'Sales Incentive Policy', as applicable.
4. Please note that the salary structure of The Company may be altered/modified at any time without any prior notice and your remuneration and other terms may accordingly be altered/ modified from time to time. Further salary, allowances and all other payments/benefits will be governed by The Company's rules as well as statutory provisions in force from time to time and subject to deduction of appropriate taxes at source.
5. Gratuity shall apply as per the 'Payment of Gratuity Act 1972'

For Tech Mahindra Limited,



**Krishna Ramaswami**  
 Head - Resource Management Group



**ANNEXURE - B**

NAME	Mr Shaik Nanne Basha	
TITLE	Associate Software Engineer	
BAND	U1	
LOCATION	VISAKHAPATNAM	
	<b>COMPONENTS</b>	<b>Per Annum (All figures in INR)</b>
	BASIC (@40% OF TOTAL FIXED PAY)	112394
	HRA (@70% OF BASIC)	78676
	BONUS / STATUTORY BONUS	48000
	EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND (@12% OF BASIC PAY)	13487
	FLEXIBLE COMPONENTS OF TFP	28428
	<b>TOTAL FIXED PAY.....(A)</b>	<b>280985</b>
	<b>TOTAL VARIABLE PAY (TVP)..... (B)</b>	<b>31221</b>
	<b>ADDITIONAL BENEFITS..... (C)</b>	<b>12794</b>
	GRATUITY	5407
	INSURANCE PREMIUMS (towards GTLI, GMIP AND GPAI)	7387
	<b>TOTAL COST TO COMPANY..... (D) = (A) + (B) + (C)</b>	<b>325000</b>

- Salary:** Your salary will be paid monthly through bank transfer on the last day of the month, for which you would be required to open a Bank A/c with any of the Company specified Bank/s. Disbursement of Salary is subject to your regular attendance, submission and updation of Permanent Account Number (PAN) details in the Company's records.
- Flexible Benefit Plan (as applicable):** You are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay

Component	Max Limit
Leave Travel Assistance	12000
Meal Card	26400

(Contd...)

#### ANNEXURE B(Contd...)

#### 3. Additional Benefits: Associates shall be eligible for below mentioned benefits:

- a) **Group Term Life Insurance (GTLI) Coverage:** You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of **INR 20 lakh** to the beneficiary on the unfortunate death of the associate
- b) **Group Medical Coverage Plan (GMIP):** You would also be enrolled under the existing Medical Insurance scheme of the Company with a cover of **INR 3 lakh** (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrolments of parents is not opted for, the applicable cover (for self only OR self + spouse + up to 2 children) will be **INR 2 lakh**.
- c) **Group Personal Accident Insurance (GPAI) Coverage:** You would be enrolled under the Company's GPAI scheme with a cover of up to **INR 5 lakh** payable in case of permanent disablement arising out of any unfortunate event of an accident.

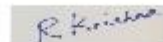
#### 4. Deductions:

- a) The Company shall make any deductions from the salary, as it may be stated in the respective policies from time to time. For example, deductions towards Company provided transport, non-adherence as per disciplinary policies etc.
- b) **Statutory Deductions:** Tech Mahindra Limited shall make necessary statutory deductions from your gross salary and directly pay on your behalf to the concerned authorities. In the instances where the Company is not under an obligation to make these deductions, you will agree to make such payments to the concerned authorities. And also, you shall, upon request by Tech Mahindra, provide documents/proofs of such payments.

#### Notes:

1. Bonus / Statutory Bonus, if applicable as per The Payment of Bonus Act, 1965, shall be paid in 12 equal monthly instalments in advance
2. For purpose of contribution to PF, Gratuity, Superannuation, if any, and encashment of leave, notice period etc., computations will be on Basic Pay.
3. Total Variable Pay (TVP) amount mentioned is maximum amount based on 100% performance; Final payout of TVP will be as per Variable Pay Policy applicable for the Financial Year and actual performance. In addition to above, Associates carrying Individual Revenue Targets (Sales, Relationship Management etc.) will be covered by the 'Performance Bonus Policy' or 'Sales Incentive Policy', as applicable.
4. Please note that the salary structure of The Company may be altered/modified at any time without any prior notice and your remuneration and other terms may accordingly be altered/ modified from time to time. Further salary, allowances and all other payments/benefits will be governed by The Company's rules as well as statutory provisions in force from time to time and subject to deduction of appropriate taxes at source.
5. Gratuity shall apply as per the 'Payment of Gratuity Act 1972'

For Tech Mahindra Limited



**Krishna Ramaswami**  
 Head - Resource Management Group

## ANNEXURE ? C

### 1. Terms and Conditions

#### (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) Conflict of Interest

Your position with The Company calls for whole time employment and you will devote yourself exclusively to the business of The Company. You will not take up any other work for remuneration (part time or otherwise) or work on advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business, during your employment with The Company, without written permission from The Company. Contravention of this will lead to termination of your services from The Company without any notice, with or without any liability on the part of The Company for payment of any compensation in lieu of such notice as per the procedure mentioned in Section 3.

#### (d) Non-Solicitation / Non-Compete

You acknowledge that you have signed Covenant against Disclosure and Covenant Not to Compete/Non-Solicitation ("Covenant"), which is incorporated into this Agreement by reference and is made a part of this Agreement and that it constitutes an integral part of the terms of your employment. In the Covenant, you have agreed that for a period of twelve months following termination of your employment for any reason whatsoever you also confirm and agree that these restrictions are reasonable and are legitimately required to protect the business interest of 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



(e) **Exclusivity of Services, Publications, Gifts/Anti-bribery**

You shall devote all work efforts exclusively to The Company and the furtherance of its interests. Any engagement in additional activities for remuneration or any direct or indirect participation in other enterprises of any kind requires the prior written consent of The Company. The Company's consent shall not be required for ordinary acquisitions of shares or other participation for investment purposes. Membership in the board of directors or supervisory board of other enterprises shall be subject to The Company's prior written consent. Any publications and lectures by you on topics relating to The Company's business or interests shall be subject to The Company's prior written consent.

You agree, to not accept or demand loans, rewards or other benefits, or promises thereof, from The Company's clients or other persons with whom the Associate has official or business contacts in the context of the Associate's activities for The Company, without The Company's prior written consent.

You 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.

(f) **Confidentiality / Non-Disclosure**

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.

- i) 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.
- ii) 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.

(g) **Mandatory Period of Service**

In consideration of impartation of training, you shall work in the Company at least for the mandatory period as mentioned below.



During such period of training (including on the job training) and Mandatory Period of Service of **24 (Twenty Four)** months from the date of your joining, you shall not leave, abandon or resign from the services of the Company.

In the event of:

- i) Yourself leaving, abandoning or resigning from the services of the Company
- Or
- ii) Your services being terminated by the Company for nonperformance, breach of any of the terms & conditions of your service or for any other reason whatsoever,

During the above-mentioned period of training of 24 (twenty four) months of mandatory period of service from the date of your joining, you shall be liable to follow the terms and conditions mentioned in the Indemnity Bond. You are required to execute the Indemnity Bond on **INR 500 (Rupees Five Hundred)** Stamp Paper and submit the same at the time of joining.

## 2. Assignments/Transfer/Deputation

On completion of your training period, 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

- i) **Training Period:** During the initial training period as mentioned in Offer letter, your performance would be closely monitored and if your performance is not as per the prescribed criteria, the Company reserves the right to terminate your services without notice.
- ii) Either party can terminate this employment by serving a notice of **90 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.
- iii) 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.
- iv) 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** along with applicable exit policy clauses under stipulated service period agreed to and provided therein.

- v) 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.
- vi) You will be governed by The Company's laid down Code of Conduct and if there is any breach of the same or non-performance of contractual obligation or the terms and conditions laid down in this agreement, your service could be terminated as per the procedure mentioned in **Clause 3** herein above. The Company further reserves the right to invoke other legal remedies as it deems fit to protect its legitimate interests.
- vii) Reference check will be made from your previous employers and other references as may be deemed appropriate. In case there is any adverse report against you which may be detrimental to the interests of The Company or if the information furnished by you is not true, The Company reserves the right to terminate your services as per the procedure mentioned in **Clause 3** herein above on the grounds of misrepresentation of facts.
- viii) In addition to The Company's right to carry the above verifications, you shall fill in and sign the Criminal Disclosure Declaration Form. In the event you have been accused, charged and/or convicted for any criminal offence, at any time whether prior or subsequent to your joining The Company, you shall make full disclosure of the same and furnish all necessary documents in support thereof. In the event you have been accused, charged and/or convicted for any criminal offence, your joining shall be subject to specific written confirmation from The Company. The Company at its sole discretion reserves the right to terminate your employment as mentioned in **Clause 3** or take appropriate disciplinary action against you or revoke this Offer Letter. In the event of suppression of any facts, The Company shall be entitled to take such other action at any time as it may deem fit.
- ix) The Company reserves the right to carry out banned/ illegal drugs/narcotic substance screening tests on you at any point of time during your tenure. You understand and acknowledge that this is a requirement and you have no objections whatsoever if such checks, banned/ illegal drugs/narcotic substance screening tests and verifications are carried out by The Company or a third party agency engaged by The Company. Arising out of such verification or check or otherwise, if it is detected that the information furnished by you in your application is misstated or is unstated or document submitted by you are not correct or banned/ illegal drugs/narcotic substance screening tests, results are positive, The Company shall, at its sole discretion be entitled to forthwith terminate your employment as per the procedure mentioned in **Clause 3** herein above and/or revoke your appointment with The Company, without further reference in the matter.
4. **Statement of Facts**
- (a) It must be specifically understood that this offer is made based on your proficiency on Technical/Professional skills you have declared to possess as per the application, and on the ability to handle any assignment/job independently anywhere in India or overseas. In case, at a later date, any of your statements/particulars furnished are found to be false or misleading, or your performance is not up to the mark or falls short of the minimum standards set by The Company. The Company shall have the right to terminate your services forthwith without giving any notice, notwithstanding any other terms and conditions stipulated herein.



- (b) You confirm and represent that there exists no personal circumstances which are likely to affect your liability to discharge your obligations in the course of your employment. You further undertake to notify, your line manager and HR Manager immediately of any material change in personal circumstances that may have impact on the status of your employment including, but not limited to, criminal convictions and/or cases pending, health issues, right to work in the country where work is to be performed etc.
5. **Company Policies**  
 You are required to comply with all the policies of the Company including but not limited to the Code of Ethical Business Conduct, the Prevention of Sexual Harassment (POSH) and such other policies, as communicated to the associates of Tech Mahindra from time to time. In case of any violation or failure to comply with such Company Policy/policies, the Employee shall be subjected to the disciplinary action as per company policy. These policies are available on Tech Mahindra's intranet. You are requested to visit the site at frequent intervals to get all updates / changes. By signing a copy of this letter, you are consenting that you will visit the intranet site and get familiar with Tech Mahindra's policies. Tech Mahindra reserves the right to interpret, change, suspend or terminate any of its benefits, policy plans or programs in accordance with its needs from time to time.
6. **Personal Indebtedness**  
 Tech Mahindra Limited shall not be responsible for personal indebtedness or other liabilities incurred by you, during/prior to your employment with Tech Mahindra Limited You understand and accept that you shall have no authority to pledge the credit of Tech Mahindra Limited to any person or entity without Tech Mahindra Limited's prior written authorization.
7. **Restraints**  
**Access to Information**  
 Information is available on need to know basis for specified groups. The network file server is segregated to allow individual sectors for projects and units. Access to these are authorized through access privileges approved by unit Mentors or Project Mentors.
- Authorization**  
 Only those authorized by a specific power of attorney may sign legal documents, representing The Company.
- Smoking**  
 We owe and assure a smoke free environment for our Associates. Barring some areas, the entire office premises including conference rooms, lobbies, is declared as "No-Smoking Zone".
- Passwords**  
 Access to our network, development environment and MS-Exchange is through individual's password. For security reasons it is essential to maintain confidentiality of the same.
- Unauthorized Software**  
 You shall not install, download, copy and duplicate any unauthorized or unlicensed software, programs, games, attachments on to your computer systems.
- Security**  
 Security is an important aspect of our communication and office infrastructure. We have security personnel deployed on all the floors who take care of the security. Those of you who wish to work late or early hours are requested to produce their identity cards to the Security personnel on demand. If there is a need to take some of the equipment's/infrastructure out of the office premises for any reason the associate shall obtain the gate pass

from the security staff after the authorization from your mentor.

The communication security is maintained by controlling physical access to computer systems, disabling all workstation floppy disk drives, and a Company-wide awareness about the need for protection of intellectual property and sensitive customer information. For some projects, The Company uses sophisticated data encryption devices. Your work table and storage space is lockable. Please ensure they are locked when unattended. Duplicate keys are maintained with Security. One can take a duplicate key after signing for it for one's own or team member's table or storage.

(a) **Destroying Papers & Material**

Any official communication, which is confidential in nature, shall be destroyed through paper shredder after the purpose is served.

(b) **Use of Company Resources**

- (i) You shall use The Company's resources only for official purposes as per the applicable Company policy.
- (ii) The Company shall have the right to access the files, folders and data stored in the official laptop provided to you by the Company and to keep track on individual user's activity and logs stored in the official laptop. Further the Company may also monitor the emails and email traffic in your official mail id provided by the Company as measure to ensure compliance with Company's policies and network security. You also authorize the Company representative to access all the data and information stored under your mail id during and after employment with the Company and this access is provided under the applicable data privacy laws. You also expressly waive any other rights as may be available under the applicable Data Privacy laws against the Company for providing such access.

8. **Overseas Service Agreement**

As The Company will be spending substantial amount of time and money for your deputation / secondment abroad, you may be required to sign a deputation agreement with The Company and may also be required to execute a Surety Bond on such terms, as The Company may deem appropriate. (This agreement will consist, inter alia, of issues like (i) your commitment to complete the project (ii) your returning to India after completion of the project and serving The Company for a stipulated period).

9. **Intellectual Property Rights**

You agree to disclose any invention, development, process, plan, design, formula, specification, program or other matter of work whatsoever (collectively "the Inventions") created, developed or discovered by you, either alone or in concert, in the course of your employment and the same shall be the absolute property of The Company. Any Intellectual Property Rights and rights to inventions arise out of your activities hereunder, or if ownership rights cannot be transferred under applicable law, any exploitation rights relating thereto, shall be transferred to The Company in accordance with applicable law. You shall, as and when requested by The Company (at Company's cost and expense), assist The Company in perfecting the Intellectual Property Rights in any manner The Company deems fit.

You shall execute/sign the Intellectual Property Rights Assignment document as and when required by Tech Mahindra Limited or the Client.

10. **Jurisdiction**

Even though The Company may depute you overseas for on-site work or to any other location in India, the jurisdiction concerning any dispute arising out of your employment will be in the courts in **Mumbai** only.



11. **Retirement**

Your services with the Company will come to an end immediately upon your attaining the age of retirement as per the then prevailing policy of the Company. For the purpose of determining this, the age recorded with The Company shall be considered as final and conclusive.

Termination of employment may also be initiated earlier by either party by serving prior written notice on the other, as per the notice period stipulated in this letter.

12. **General**

The above terms and conditions including those in **Annexure - A & B** (Salary break up) are based on Company policies, procedures and other rules currently applicable in India as well as Overseas and are subject to amendments and adjustments from time to time. In all services matters, including those not specifically covered here such as Traveling, Leave, Working Hours, Retirement, Code of Conduct, etc. you will be governed by the rules of The Company as shall be in force from time to time.

13. In case you are requested to report to the office, You shall be present in the office during normal working hours as specified in the policies or during hours expressly designated for you in writing. Depending on organizational requirement or project contingencies, you may be required to work on 24\*7 project on shift basis if required and your working hours / work days may be modified/ altered from time to time. The Company does not encourage overtime work and accordingly does not have a policy for payment of overtime.

14. You shall provide details regarding the utilization of your time by entering the same into Tech Mahindra Limited's electronic timesheet system on a daily basis. In case you are attached to any project where the client may have requirement of recording specific time-efforts, you shall comply with such requirement also, in addition to Tech Mahindra Limited's timesheet system.

15. This offer is purely based on the information / documents provided by you and by accepting the offer, you specifically authorize The Company or any external agency through Tech Mahindra Limited to verify your educational, employment antecedents, your conduct and any other background checks prior to your joining The Company or thereafter. You shall extend your co-operation (if asked for) during such verification without any protest or demur.

This is to certify that I have gone through and understood all the terms and conditions mentioned in **Annexure ? C** and I hereby accept and agree to abide by them.

Name in full :

Signature :

Address :

Date :

Place :

#### **ANNEXURE - D - Checklist of Documents**

**A. Following documents required to be submitted in soft copies to the Recruiter for Background Verification within one week of receiving the offer or within 72 hours of joining, whichever is earlier.**

- a) Tech Mahindra Application & BV Form
- b) All educational certificates including
  - i) Class 10<sup>th</sup> 12<sup>th</sup> mark sheets and passing certificate or qualifying exam marksheet and passing certificate.
  - ii) Graduation Degree / Certificate
  - iii) Post Graduation Degree / Certificate, if applicable
  - iv) Any other Degree/Certificates/Diploma which has been mentioned by you in your Resume
  - v) Gap Justification, if any
  - vi) PAN Card Copy
  - vii) Aadhaar Card Copy (Both Front & Back copy)
  - viii) Any other additional documents required for Customer specific checks

**B. At the time of joining, you are requested to submit soft copies of the following documents to the HR Team on or before your date of joining.**

- a) Certificates supporting your educational qualifications along with marks sheets - **Three** copies each
  - Xth Certificate & mark sheets
  - XIth Certificate & mark sheets
  - Degree Certificate & Semester/year-wise mark sheets
  - Master's Certificate & Semester/year-wise mark sheets
  - Diploma/PG Diploma Certificate & Transcripts
  - Any other Certificate with supporting documents ?if any
- b) Acceptance copy of Tech Mahindra Limited's offer of appointment duly signed
- c) **Five** passport-sized color photographs with white background
- d) **Valid Passport**

*Please submit copy of the valid Passport (front and back pages). In case you have applied for it, please submit the proof of Passport Office submission ticket. Upon receipt of Passport from Passport Office, please*

submit the documents to HR.

**e) PAN Card and Proof of PAN Number**

You **MUST** carry and provide your PAN Card copy. Please note that it is mandatory to provide the PAN number for processing of your payroll and no payments on account of salaries can be made without a PAN Number. If applied for please submit a copy of the acknowledgement as issued by the Income Tax authorities.

**f) Aadhaar Card**

You **MUST** carry and provide your Aadhaar Card copy. Please note that it is mandatory to provide your Aadhaar card number for processing KYC in EPFO portal. If applied for, please submit a copy of the acknowledgement as issued by the authorities.

**g) PF UAN Number:** You **MUST** provide your PF UAN Card copy or UAN Number, if issued earlier. If you don't have a UAN number or if your previous organization has not created a UAN then you need to create self UAN number on EPFO website and share the same on or before your joining date.

**h) Indemnity Bond**

Print only the first page of **Annexure J** on a Stamp Paper of **INR 500/-** and rest of the pages on plain white paper. Have one Surety (Blood relations i.e. father/mother/elder brother/sister with independent income only) sign at the designated space on the last page of the Bond. Tech Mahindra will have a Notary available on the day of joining at joining location to facilitate notarization of Bond. These services will be chargeable and payable directly to the Notary by you. Should you desire to get the Bond notarized on your own, you may do so. In case of non-availability of Notary at joining location, you will be guided by the Joining Team on further action.

**Note:** -The Bond has to be notarized as on the date of joining. Please **DO NOT** get a pre-notarized bond.

Your offer has been made based on the information furnished by you. However, if there is a discrepancy in the copies of the documents/certificates given by you as a proof in support of the above, the Company reserves the right to revoke the offer.

Please bring all the certificates supporting your educational qualifications along with mark sheets in original for verification only.

**Candidate's Declaration:**

I \_\_\_\_\_ hereby solemnly declare that I'll submit the required document as per the timelines mentioned above and I understand that if I fail to submit the required document within the stipulated time, I'll allow company to exercise its absolute discretion, to withdraw this Offer or terminate my employment with immediate effect, without any notice pay, by giving me a written notice thereof.



Tech Mahindra Limited  
Info city, Hi-tech City Layout  
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Fax: +91 40 2311 7011

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connect@techmahindra.com  
Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400001, India  
CIN L64200MH1986PLC041370

**Name In full** : \_\_\_\_\_ **Date** : \_\_\_\_\_  
**Signature** : \_\_\_\_\_ **Place** : \_\_\_\_\_





#### **ANNEXURE - E - Confidentiality Agreement**

I understand that during my employment with Tech Mahindra Limited., I will have access to information for its customers, suppliers, vendors and licensors, any or all of which are referred to in this agreement "Tech Mahindra Limited. I also understand that this information, whether technical or non-technical is commercially valuable. It is referred to in this agreement as "confidential information".

A few examples of confidential information are given below. However these examples do not list all of the types of confidential information which I may develop or to which I may have access:

- 1) Information of a business nature such as marketing, underwriting, associate customer and claimant data, sales, and list of customers, including future developments and planning concerning them.
- 2) Computers /software programs and associated documentation and material which are propriety to Tech Mahindra Limited or which Tech Mahindra Limited. is under an obligation to prevent this disclosure.
- 3) Information from Tech Mahindra Limited's vendor and supplier which is confidential, propriety or copyrighted.
- 4) I hereby agree that :

- The confidential information shall remain the sole and exclusive propriety of Tech Mahindra Limited and I shall regard it as confidential and secret information.
- The confidential information is the property considered to be the trade secrets of Tech Mahindra Limited because it involves processes and compilation of information which are secret, confidential, and not generally known to the public and which are the products of expenditure of time, effort, money, and /or creative skills of Tech Mahindra Limited.
- The use of confidential information is furnished to me during my employment on a confidential and secret basis for a sole and exclusive use and pursuing my employment duties at Tech Mahindra Limited.
- I will not, during and after my employment at Tech Mahindra Limited., publish, disclosed, or otherwise divulge the confidential information to any person not specifically authorized by Tech Mahindra Limited. to receive such information.
- I will not copy and confidential information for any purpose except with the express consent of the Tech Mahindra Limited officials or the expressed written authorization of the third party owner.
- Upon termination of my employment with Tech Mahindra Limited., or at any other time at Tech Mahindra Limited. request, I agree to return promptly to Tech Mahindra Limited., all confidential information, including but not limited to all manuals, letters, notes, notebooks, reports, formulae, computer programs and associated documentation and material, memoranda, customer list and all other materials and all copies of them relating in any way to Tech Mahindra Limited which in any way were obtained by me during my employment at Tech Mahindra Limited which are in my possession or under my control. I further agree that I will not make or retain any copies of the above mentioned information and will so represent to Tech Mahindra Limited upon termination of my employment.
- This confidentiality agreement will continue to be in effect after the termination of my employment with Tech Mahindra Limited.

If any provision of this agreement is declared invalid or unenforceable with respect to a particular occurrence or circumstance or otherwise, that will not affect the validity, enforceability, or applicability of any other provision of this agreement.

Name :  
 Signature :  
 Date :

**ANNEXURE - F - Medical Self-Declaration**

MEDICAL DECLARATION FORM			
Applicant ID (To be filled by HR)	<input type="text"/>	Associate ID (To be filled by HR)	<input type="text"/>
First Name:	<input type="text"/>	Last Name:	<input type="text"/>
Gender: Male / Female	<input type="checkbox"/>	Date of birth (DD/MM/YYYY)	<input type="text"/> <input type="text"/> <input type="text"/> Blood Group <input type="checkbox"/>

**Candidate's Medical History:**

Candidate's Medical Details	Yes	No	Please provide the details
Do you have any defect or problem of vision?			
Can you readily distinguish between the pigmentary colors?			
Do you suffer from a degree of deafness which would prevent your hearing of normal conversation?			
Do you have any physical deformity / handicap?			
Do you have any congenital disorder / abnormality?			
Have you ever been diagnosed to have any Psychiatric ailment including Depression, Anxiety Neurosis, Phobic Disorders, Schizophrenia, Manic Depressive Psychosis or any other Psychiatric illness?			
Have you ever been diagnosed with an alcohol or drug abuse problem? If yes, are you on treatment for the same?			

Have you ever been disqualified on medical grounds from any previous employment opportunity?			
Have you ever been suffering from any Medical condition that may require you to take Medical Leave over the next 12 months?			
Have you had any form of critical illness or operation in the last two years?			
Have you ever been diagnosed to have Cancer, Tumor, Cyst or any similar type of growth?			

**Have you ever suffered/are you suffering from any of the following? (Please tick whichever applicable)**

<input type="checkbox"/>	Heart Attack	<input type="checkbox"/>	Diabetes
<input type="checkbox"/>	High Blood Pressure	<input type="checkbox"/>	Stroke
<input type="checkbox"/>	Night Blindness	<input type="checkbox"/>	Valve Disorders
<input type="checkbox"/>	Asthma	<input type="checkbox"/>	Slipped disc
Any other major disease/illness that you may be willing to disclose			

**Candidate's Declaration:**

I declare that, to the best of my knowledge, the answers to the questions in this form are correct and that I am not suffering from any disease/illness that I have not revealed.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

(DD/MMM/YYYY)



Tech Mahindra Limited  
Info city, Hi-tech City Layout  
Madhapur, Hyderabad 500081, India  
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connect@techmahindra.com  
Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400001, India  
CIN L64200MH1986PLC041370

### **ANNEXURE - G - Intellectual Property Assignment**

Associate Name:

Associate ID:

Date:

In consideration of my employment with Tech Mahindra Limited and in view of the confidential nature of employment by reason of which I will obtain and have obtained special knowledge of Tech Mahindra Limited and business, its necessities and plans and the information of its customer, I hereby agree as follows:

#### **(a) Intellectual Property Assignment**

I hereby assign, to Tech Mahindra Limited or its successor, designees or assigns, any and all rights in any design, invention, discovery, or other intellectual property (including without limitation, right to apply for and obtain a patent) which I may create, develop or assist in creating or developing during my employment which design, inventions, discovery and other intellectual property relate to services provided/ to be provided or products or systems manufactured or developed or licensed or sold by Tech Mahindra Limited whenever made by me and for any work made and/or created or cause to made and/or created in the course of my employment whether on the customer project or otherwise.

Tech Mahindra Limited shall be the first owner of the copyrights therein and for work made and/or created or cause to made and/or created in the course of my employment. If by virtue of any law or any judgment, Tech Mahindra Limited is not the first owner, then I hereby assign, exclusively and irrevocably, the same, wholly and generally, forever throughout the world, without any obligation of payment of royalty or any other sum of money or benefit(s), the whole of the copyright(s) in all such work(s) and further waive all my moral rights wholly in favour of Tech Mahindra Limited I also agree to sign on demand, whether during the employment or any time thereafter, any papers and do any acts which may be deemed necessary or desirable by Tech Mahindra Limited to secure to Tech Mahindra Limited, its successors, designees, or assign, any right relating to such design, invention, discovery, copyright or intellectual property and improvement including patents in India or any other foreign country.

#### **(b) Restrictions after Termination**

I further agree upon termination of my employment to surrender to Tech Mahindra Limited all software programs, data (whether in hard copy form or in electronic form), notebooks, designs, drawings, blueprints, writings, manuals, price books, any business or market information, business and technical brochures, service models and techniques and other documents and materials (including all copies) then in my possession or control, which relate in any way to the business, research, development, sales, sales promotions, marketing or customer's information or other activities of Tech Mahindra Limited The obligations stated under this Agreement shall survive the termination or discontinuation of my employment with Tech Mahindra Limited.

WITNESSED

ACCEPTED

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**ANNEXURE - H - Agreement ? General Covenant Against Disclosure and Covenant Not to Compete / Non- Solicitation**

In consideration of my employment "Tech Mahindra Limited", and in consideration of the wages or salary to be paid to me, and regardless of the duration of my employment, I enter into the following agreements:

1. I agree to perform competently, diligently, reliably, and to the best of my ability all duties required of me from time to time by Tech Mahindra Limited I shall not directly or indirectly, either as an associate, employer, consultant, agent, principal, partner, stockholder, corporate officer, director or in any other individual or representative capacity, engage or participate in any business that is in competition in any manner whatsoever with the business of Tech Mahindra Limited during the term of my employment with Tech Mahindra Limited either within or outside of business hours.
2. I acknowledge and agree that I am bound by all of the terms and conditions of my Service Agreement in addition to the terms and conditions of this agreement.
3. **Actions Required on Termination:** Upon termination of my employment at Tech Mahindra Limited whether voluntary or involuntary (or at any other time upon the request of Tech Mahindra Limited.), I shall return to Tech Mahindra Limited all of its property of which I have had custody, including all handbooks, manuals, notebooks, supplies, credit cards, keys, disks, tapes, records, statistics, data and Confidential Information (defined herein) for which I have acquired by virtue of my employment, regardless of form or media.
4. **Covenant Against Disclosure:** I understand that it may be desirable and necessary for Tech Mahindra Limited or any of its suppliers, licensors, licensees or customers to disclose to me information which may include, by way of illustration and not by way of limitation, technical information, designs, drawings, processes, systems, procedures, formulae, test data, improvements, price lists, financial data, code books, invoices, financial statements and other financial information, computer programs, disks, printouts, sketches, customer and prospect contacts, customer and prospect lists, names, addresses or any other compilation of information written or unwritten (both individually and collectively referred to herein as "Confidential Information") during the course of my employment.

Because I will have access to and become familiar with such Confidential Information, I hereby agree to accept and retain such Confidential Information in confidence and agree, at all times during or after the termination of my employment, not to, directly or indirectly, disclose, reveal, use, copyright or patent such Confidential Information, without the prior written consent of an authorized officer Tech Mahindra Limited I also agree to keep the contractual relationships of Tech Mahindra Limited with its suppliers, licensors, licensees, customers, contractors, and subcontractors confidential, including the names, addresses, or special requirements of Tech Mahindra Limited's customers. This Section 4 is intended to apply to all materials, which I may compile, as well as to all materials furnished to me by anyone else in connection with my employment.

- a. Because it may not be clear to Associate which information is Confidential Information, in order to minimize the possibility of inadvertent disclosure, Associate agrees to consult with Tech Mahindra Limited before making any disclosure of information covered by this Agreement.

- b. Associate may disclose information if such disclosure is directly pursuant to a valid and existing order of a court, or a governmental body or agency, within India; provided, however, that prior to such disclosure, the Associate (i) notifies Tech Mahindra Limited in writing of the prospective order, or proceeding giving rise to such order, and (ii) Tech Mahindra Limited has had the opportunity to prevent or limit such disclosure.
- c. In the event of a breach or threatened breach of this Section 4 by Associate, Tech Mahindra Limited shall be entitled, in addition to all other remedies otherwise available to Tech Mahindra Limited to and Associate hereby consents to the issuance thereof forthwith in any court of competent jurisdiction without proof of specific damages. Associate waives any requirement for a bond in connection with any temporary or pendente lite injunctive relief.
- d. In the event that Tech Mahindra Limited shall enforce any part of this Agreement through legal proceedings and obtains any judgment or order in such proceedings, Associate agrees to pay to Tech Mahindra Limited any costs and attorneys' fees reasonably incurred by Tech Mahindra Limited in connection with obtaining such judgment or order.

If any court should hold any part of the covenants set forth herein to be unreasonable, or otherwise unenforceable, the parties expressly agree that the covenants set forth herein shall be enforced to the extent that would otherwise be deemed reasonable or enforceable. In the event of any breach by Associate, the Non-Compete Period shall be extended on a per diem basis for the period that Associate is in breach.

5. **Ownership of Work Product:** Tech Mahindra Limited shall be the sole owner of all of my work product. For this purpose, "work product" means all inventions, improvements, discoveries, documentation, programming and technology (including all associated intellectual property rights) that I may create (alone or with others, at work or elsewhere, during or after the normal workday) relating to the work I do, the business of Tech Mahindra Limited or any research or development conducted by Tech Mahindra Limited I agree to assign, disclose and deliver to Tech Mahindra Limited as Tech Mahindra Limited's property, all right and evidence I may have or acquire with respect to any and all work product, and I agree to take such further actions and sign such further instruments as Tech Mahindra Limited may request from time to time to protect and defend its ownership of any and all work product. I understand that disclosure of my suggestions and ideas is encouraged.
6. **Partial Restriction on Post-Termination Competition:** Background. Tech Mahindra Limited expects to invest considerable time, effort and capital in enhancing the value and desirability of my skills. Both this investment and my compensation reflect Tech Mahindra Limited's expectation of receiving a considerable return from the exclusive use of my services and know-how in the future, free from any danger that Tech Mahindra Limited's customers or competitors may attempt to cause me to leave Tech Mahindra Limited and wrongfully gain the benefit of Tech Mahindra Limited's investment. The partial restraint set forth in this Section 6 does not, and cannot, provide complete protection for Tech Mahindra Limited's investment, development efforts, product, strategy, proprietary and Confidential Information, but Tech Mahindra Limited believes that in combination with the other provisions of this Agreement, it is the most fair and reasonable measure to protect Tech Mahindra Limited's interest, giving due regard to both my interests and the interests of Tech Mahindra Limited.
7. **Covenant Not To Compete.** I hereby covenant and agree as a part of and ancillary to this Agreement

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that for the period of 12 months following the termination of my employment with Tech Mahindra Limited (irrespective of the reason for or such termination),

- a) I will not solicit, or attempt to solicit, or cause any third party to solicit, directly or indirectly, any customer of Tech Mahindra Limited for the purpose of selling or licensing products or services that are then competitive with the products and services that are then available to that customer from Tech Mahindra Limited provided, however, that this restriction shall apply only to customers of Tech Mahindra Limited with whom I actually have material contact (meaning direct interaction, such as through sales calls, presentations or other business dealings) in the course of performing my employment duties for Tech Mahindra Limited within the 12 months period preceding the date my employment with Tech Mahindra Limited ends. It is understood that this restriction is necessary to avoid possible compromise of Confidential Information and business interest;
- b) I will not (1) seek or obtain employment of any kind by any means, directly or indirectly, as either associate, agent or consultant, with any customer of Tech Mahindra Limited's for which I am providing services on behalf of Tech Mahindra Limited that are competitive with the products and services available to the client from Tech Mahindra Limited provided however, that this restriction shall apply only to employment to perform the same or substantially similar services that I am performing for the client as a Tech Mahindra Limited associate; or (2) induce or solicit any associate of Tech Mahindra Limited to seek or obtain such employment with a customer of Tech Mahindra Limited This restriction applies to my acceptance of any employment by a customer through general advertising or third party recruitment;

I accept and agree that the above covenants (a) and (b) are reasonable restrictions imposed with an objective to protect Tech Mahindra Limited's legitimate business interests and proprietary and confidential information. Given the compensation and benefits provided to me, I agree that the restriction as to time and scope contained herein are reasonable and necessary to protect Tech Mahindra Limited's business interests and proprietary information. I have sufficient skills to find alternative, commensurate employment that would not violate the terms of this undertaking. I acknowledge that adherence to this undertaking shall not deprive me of the ability to earn a living or support my dependents.

8. **Compliance Not Contingent Upon Additional Consideration:** I understand and acknowledge that the wages, compensation, benefits training and experience that Tech Mahindra Limited provides to me shall be full and sufficient consideration for the promises contained in this Agreement. I have not been promised, and shall not claim, any additional or special payment or compliance with the covenants and agreements herein.
9. **Damages and Remedies:** I acknowledge and agree that if I violate this Agreement, Tech Mahindra Limited may take legal action against me as follows: (1) Tech Mahindra Limited may take legal action in the court specified below in **Section 13** for the liquidated damages specified in **Section 6** above and (2) a violation of this Agreement is likely to cause severe and irreparable Cause injury to the business, good will, client relations and proprietary information of Tech Mahindra Limited, an injury that is not adequately compensable by money damages alone. Accordingly, in the event of a breach (or threatened or attempted breach) of this Agreement, Tech Mahindra Limited, shall, in addition to any other rights and remedies, be entitled to immediate, appropriate injunctive relief, or a decree of specific performance of this Agreement, without the necessity of showing any irreparable injury or special damages, in any court of competent jurisdiction.

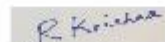
10. **Severability:** Each clause and provision of this Agreement is severable from the contract and if one provision is declared invalid, the remaining provisions shall nevertheless remain in full force and effect. Further, the invalid provision or part shall remain enforceable to the extent permitted by law.
11. **Entire Agreement:** This Agreement reflects the full and complete agreement between myself and Tech Mahindra Limited on the subjects covered herein and supersedes and replaces all prior negotiations or agreements, whether written or oral. This Agreement shall only be modified, altered or replaced by a subsequent writing, signed by myself and an authorized officer of Tech Mahindra Limited.
12. **Binding Effect:** This Agreement shall inure to the benefit of, and be binding upon, my heirs, executors, administrators and personal representatives as well as the subsidiaries and affiliates of Tech Mahindra Limited (together with their successors and assigns).
13. **Choice of Law:** This Agreement will be governed and controlled in all respects by the laws of India.
14. **Choice of Forum:** The parties submit to the jurisdiction and venue of India with respect to any action arising, directly or indirectly, out of this Agreement or the performance or breach of this Agreement. The parties stipulate that the venues referenced in this Agreement are convenient.

In the event of any violation of the terms of this clause, I agree that I shall be liable to Tech Mahindra Limited for liquidated damages in the amount of the gross salary earned by me during the preceding one year from the date of such breach. I acknowledge and agree that said amount constitutes liquidated damages and not a penalty, and that the amount is a reasonable and fair estimate of the actual damages that Tech Mahindra Limited would incur upon such breach.

Following the expiration of the one year period described herein, I shall continue to be obligated under the Covenant Against Disclosure in Section 4 so long as such Confidential Information remains proprietary or protectable as confidential or trade secret information.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

For and on Behalf Of  
**Tech Mahindra Limited**



**Krishna Ramaswami**  
**Head - Resource Management Group**

Signature

\_\_\_\_\_  
**(Shaik Nanne Basha)**





Tech Mahindra Limited  
Info city, Hi-tech City Layout  
Madhapur, Hyderabad 500081,India  
Tel: +91 40 3083 8363  
Fax: +91 40 2311 7011

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CIN L64200MH1986PLC041370

**ANNEXURE - I - ACKNOWLEDGMENT**

This acknowledgment shall be attached to and considered part of the employment agreement executed this date by and between Tech Mahindra Ltd "Company" and the **Mr. Shaik Nanne Basha** "Employee".

The Employee recognizes, understands and specifically agrees to the restrictive covenant contained in the foregoing agreement. The Employee further acknowledges that said restrictive covenant and the territorial limitations set forth therein is reasonable.

I understand that my employment with the Company is absolutely conditioned upon execution of this Acknowledgment and agreement. I have fully read, understood and agree to be bound by the attached agreement and this Acknowledgment. I, **Shaik Nanne Basha** hereby further acknowledge and confirm that I have read and understood the foregoing agreement. I understand that I have the right and the time to have this agreement reviewed by Advocate of my choice but has declined to do so.

IN WITNESS WHEREOF, and intending to be legally bound hereby, the Employee has set his or her hand on this \_\_\_\_day of \_\_\_\_\_ (month), \_\_\_\_\_ (year), and hereby acknowledges, understands and agrees to the above.

[            Name & Signature            ]

Witness/ Notary Public: \_\_\_\_\_



#### **Annexure - J - INDEMNITY BOND WITH SURETY**

This Indemnity is made and executed at <<Joining Location>> on this << Joining Date>> day of << Joining Month>> << Joining Year>> by Mr. /Ms. /Mrs. << Name >> age <<Age>> S/o Mr. <<Father's Name>> a permanent resident of <<Address>> [hereinafter called "Employee" which expression shall, unless repugnant to the context or meaning thereof, mean and include his heirs, legal representatives, administrators, executors and assigns] the party of the first par

**AND**

Mr. <<Name of Surety>> age <<Age>> S/o Mr.<< Father's Name of Surety>> a permanent resident of << Surety Address>> [hereinafter called "Surety" which expression shall, unless repugnant to the context or meaning thereof, mean and include his heirs, legal representatives, administrators, executors and assigns] the party of the second part,

**IN FAVOUR OF Tech Mahindra Limited**, a company incorporated under the Companies Act, 1956 and having its Corporate Office at Info city, Hi-tech City Layout Madhapur, Hyderabad 500081, India [hereinafter called "Tech Mahindra" which expression shall, unless repugnant to the context or meaning thereof, mean and include its successors-in-interest and permitted assigns].

**WHEREAS** the **Employee** has been selected for appointment as \_\_\_\_\_ in the Band \_\_\_\_\_ in the service of Tech Mahindra.

**AND WHEREAS** an Offer of Appointment containing the terms and conditions of the appointments has already been issued to the **Employee** vide letter No \_\_\_\_\_ dated \_\_\_\_\_ of **Tech Mahindra**.

**AND WHEREAS** the acceptance of the terms and conditions of the appointment has already been communicated to **Tech Mahindra** on \_\_\_\_\_ by the **employee**.

**AND WHEREAS** one of the terms and conditions of the appointment is that the Employee shall undergo an initial training programme called Entry Level Integrated Training and Enablement (hereinafter referred as ELITE) which may also include the project specific training/s and would be subsequently placed on assignments relating to various projects of Tech-Mahindra. The Employee shall serve Tech Mahindra for a minimum period of **twenty four (24) months** from the date of joining of the Employee and execute an indemnity with surety in favour of **Tech Mahindra**.

**NOW THIS INDENTURE WITNESSETH** as under:

1. In compliance of the aforesaid condition in Offer of Appointment subject to which **Tech Mahindra** has agreed to give appointment to the Employee, the Employee **hereby** undertakes to undergo the Initial Training Programme as provided by **Tech Mahindra** without any interruption whatsoever and serve **Tech Mahindra**, on its various projects at any location, in India or abroad, for a minimum period of **twenty four (24) months** from the date of joining.
2. The **Employee** hereby undertakes to devote his/her full time and attention to the business of **Tech Mahindra** with due care, skill and diligence. The **Employee** further undertakes to use his/her best efforts in the performance of his/her duties and responsibilities and abide by the rules and regulations of **Tech Mahindra**.
3. The **Employee** hereby undertakes to honor the commitment made by **Tech Mahindra** to its customer/s for completion of any project/s and further undertakes not to abandon any project before its completion.
4. The party of the Second Part i.e. \_\_\_\_\_ agrees to stand as Surety for the due performance of the obligation of the **Employee** under this agreement of indemnity. **In case of breach of the terms of this indemnity by the Employee and failure to indemnify Tech Mahindra**, the Surety shall be jointly and severally liable to pay the aforesaid amount of **INR 100,000/- (Rupees One lakh only)** to **Tech Mahindra** with an interest at the rate as specified herein below, immediately on demand.
5. The **Employee** further agrees and undertakes that in case, he/she commits breach of the above conditions and resigns from or leaves/abandons the service and/or neglects in performance of the duty assigned to him/her leading to termination of his/her service as per rules/regulations, by **Tech Mahindra**, he/she shall pay an amount of **INR 100,000 (Rupees One lakh only)** with the interest thereon @ 15% per annum from the date of breach of the above till the payment thereof, as liquidated damages/cost of training including on the job training, the expenses which **Tech Mahindra** has incurred/may have to incur in recruiting another employee in his/her place, and also on account of business loss suffered/to be suffered by **Tech Mahindra** during intervening period. The employee and surety agree that assessment of liquidated damages as assessed as **INR 100,000 (Rupees One lakh only)** are reasonable, which they both agree to pay jointly and severally, on demand made by **Tech Mahindra**.
6. Notwithstanding anything contained herein above, furnishing of this indemnity will not create any right in favour of the **Employee** to continue in the service of **Tech Mahindra** for the aforesaid term of **twenty four (24) months**, and **Tech Mahindra** shall always have the right to take appropriate action against the **Employee** as per terms of the appointment letter and/or the rules and regulations of **Tech Mahindra** as applicable, in case of commission of any misconduct by the **Employee**.
7. The amount specified above shall constitute a debt owing to **Tech Mahindra** and shall be recoverable from the **Employee** and the Surety jointly and severally with interest thereon at the rate specified above till the payment thereof.



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Mumbai 400001, India  
CIN L64200MH1986PLC041370

**IN WITNESS** whereof, the **EMPLOYEE & the SURETY** have put their signatures in the presence of the witnesses.

Signed and delivered by the Party of the first part i.e. the Employee having read and understood the contents/terms of this Indemnity Bond

**Name of First Part:**

**Sig:**

Signed and delivered by the Party of the second part i.e. the Surety having read and understood the contents/terms of this Indemnity Bond

**Name of Surety:**

**Sig:**

S/d by:-

1. WITNESS: \_\_\_\_\_  
(Name)

NAME & ADDRESS:

2. WITNESS: \_\_\_\_\_  
(Name)

NAME & ADDRESS





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HRID/31/1001723890/21-22



Mr. Sairigapu Narayana Murthy  
70-1-12/A, Yechurvanipalem  
Gajuwaka Depo, Mindhi Post Office  
Vishakhapatnam-530012  
India

Ph: (91-9704213841

Dear Sairigapu Narayana,

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**

INFOSYS LIMITED  
CIN: L85110KA1981PLC013115  
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HRID/1001723890/21-22

Mr. Sairigapu Narayana Murthy  
 70-1-12/4, Yeduruvanipalem  
 Gajuwaka Depo, Mindhi Post Office  
 Vishakhapatnam-530012  
 India

Ph: (91-9704213841

Dear Sairigapu Narayana,

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 **09-Aug-2021**.

#### **Location**

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

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

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

#### **Training**

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



### **Probation and Confirmation**

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

### **Leave**

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

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

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

### **Agreement**

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

### **Compensation and Benefits**

#### **Salary**

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

#### **Training Performance - linked Incentive**

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



### **Ex - Gratia / Bonus**

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

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

### **Basket of Allowances (BOA)**

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

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

### **National Pension Scheme**

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

### **Insurance**

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

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

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



**Notice Period**

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

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

**Background Checks**

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

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

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

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

**Other Terms and Conditions**

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



Our offer to you as a **Systems Engineer** is conditional upon your having fully completed your graduation/post-graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2020-21. These eligibility criteria for the Role of a Systems Engineer, has already been clearly communicated to you and your college during the selection process. You will 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 produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

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.



**ANNEXURE - I**  
**(Compensation during the Training)**

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Mr. Satragan Narayana Murthy			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
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
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>TOTAL GROSS SALARY</b>				<b>25,000</b>
<b>OTHER BENEFITS</b>				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
<b>SALARY LOAN</b> (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				



**ANNEXURE - II**  
**(Compensation post Unit allocation)**

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Mr. Satragan Narayana Murthy			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
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
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>4. INCENTIVE COMPONENTS</b>				
		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
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>				<b>26,250</b>
<b>TOTAL GROSS SALARY (Inclusive of the Incentive Component at indicative payout 10% of FGS)</b>				<b>27,500</b>
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>				<b>30,000</b>
<b>OTHER BENEFITS</b>				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
<b>SALARY LOAN</b> (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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DirectCore/RH7586061/261920/Pune/September/V0

## PRIVATE AND CONFIDENTIAL

September 15, 2021

**KAMMAKATTU Bharath REDDY**

**Dr no.32-03, ChIntaladhImma village, Ardhanapalem post, kothavalasa mandal, Vizianagaram dist, Andhra Pradesh**

**Andhra Pradesh Kothavalasa**

**India .**

Dear KAMMAKATTU Bharath REDDY,

Welcome to Mphasis. It gives me great pleasure to invite you to join the family of Mphasis.

We are pleased to offer you the position of a Trainee Associate Software Eng. in **Band 5 and Level 1** with our organisation for a period of 6 months. The gross compensation will be **INR2,50,000/- (Two Lakhs Fifty Thousand rupees only)** per annum.

You are required to sign a training bond and agreement for **INR 1,00,000/-(Rupees One Lakh Only)** for a period of 24 months. This bond is applicable from your date of joining the company. The bond for the complete amount of **INR 1,00,000/-(Rupees One Lakh Only)** would be recovered if you resigned within 24 months.

Upon successful graduation from The Mphasis Learning Academy by securing minimum marks in various training modules and completion of 3 months in Mphasis:

- Your gross compensation will be revised to **INR 3,25,000/- (Rupees Three Lakhs Twenty-Five Thousand Only)** per annum
- This salary change will be effective from the subsequent month after completion of 6 months from your date of joining

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

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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.

This offer of employment is contingent upon you fulfilling the background verification process that the organization will conduct.

We look forward to you joining us on **September 17, 2021 at Pune**. The reporting time is **10:00 AM**. You endorse your acceptance by duly signing the duplicate copy of this letter on all sheets at the bottom right corner and return to the undersigned by either mailing it or handing it over to us on the date of your joining.

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**ANNEXURE - 1**

<b>Name</b>	<b>KAMMAKATTU Bharath REDDY</b>
<b>Band</b>	<b>Band 5</b>
<b>Level</b>	<b>Level 1</b>
<b>Title</b>	<b>Trainee Associate Software Eng</b>
Total Compensation / CTC	2,50,000
Band	Band 5
Level	Level 1
<b>Salary Component</b>	<b>Amount (In Rs./Month)</b>
Basic	8,333
House Rent Allowance	4,467
Leave Travel Allowance	NA
Special Allowance	2,083
Ex-Gratia / Bonus*	3,200
<b>Total Fixed Cash</b>	<b>18,083</b>
Variable Pay	1,042
Employee Provident Fund	1,250
Mediclaim Insurance Premium	458
<b>Target Cost to Company</b>	<b>20,833</b>
<b>Target Cost to Company (per annum)</b>	<b>2,50,000</b>

Note:

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\* As per Statutory regulations, if your covered under Payment of Bonus act, this component will be paid as "Bonus" if not will be paid as "Ex- Gratia".

\*\* Variable Pay will be payable on Quarterly basis. Amount shown is payable on 100% Target achievement. The company and unit/function performance achievement against the target measured quarterly shall determine the payout under the Variable Pay Plan. Note: Variable Pay is governed by the provisions of Variable Pay Plan (available on Mphasis Intranet) and the same will be reviewed from time to time.

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## ANNEXURE - 2

### TERMS OF EMPLOYMENT

Your employment at Mphasis Limited. ("The Company") will be governed by the Company's policies as modified from time to time. Copy of the present policy will be made available to you on your joining the Company. In particular and without prejudice to the foregoing statement, some of the more significant terms and conditions that govern your employment, subject to modifications from time to time, are detailed below.

#### 1) Hours of Work

- 1.1. A working day shall comprise of nine hours.
- 1.2. You may be required to work on a shift basis. Shifts may be scheduled across 24 hours a day, 7 days a week and 365 a year, subject to applicable laws. The shift timings may change from time to time which you would be notified of in advance.
- 1.3. At times you may be required to work beyond 8 working hours.
- 1.4. Employees at the client site shall follow the working hours as applicable at client site.

#### 2) Place of Employment

- 2.1. During your employment with the company, you will be liable to be transferred or deputed to any of the offices, departments of the Company or its Associates, Subsidiaries or Group Companies, whether in India or abroad.
- 2.2. In the event of transfer or deputation of your services your salary and other benefits will be determined in accordance with the Company's policies prevalent at that time.

#### 3) Travel

You may be required to travel, whether in India or overseas, in connection with office work at short notice.

#### 4) Salary and Benefits

- 4.1. Mphasis reviews employee compensation periodically and you may be eligible for salary increase based on review. However, any salary increase shall be at Company's sole and absolute discretion which is dependent on Organization's as well as Individual performance.
- 4.2. In addition to salary, you shall also be entitled to receive other benefits as applicable under the Company policy. The Company shall, in its sole discretion, be entitled to amend, vary, and modify any of the terms and conditions of the policy with regard to the benefits that are offered to you.
- 4.3. The term 'financial year' denotes the period starting from 1st November to 31st of October of the following calendar year

#### 5) Relocation

You are eligible for relocation expenses reimbursement as per the company policy. In the event of your separation within 12 months of joining Mphasis, this amount has to be paid back to the company.

#### 6) Group Insurance, Provident Fund and Gratuity

- 6.1. From the month following the month of joining, the Company will provide you coverage under the following Policies at no cost to you up to the date of cessation of employment:
  - 6.1.1. Group Medclaim Policy (for all employees)

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#### 6.1.2. Group Gratuity- scheme (all employees)

#### 7) Leave Entitlement Policy

As per the Company's existing Leave policy you will be entitled to twenty four working days of Privilege leave annually which is calculated at 2 days' for every month of completed service. This is an earned leave and included any other form of casual or medical leave.

#### 8) Termination

8.1. Your employment with the Company is subject to termination on:

8.1.1. Three month's prior notice by either side

8.2. The Company reserves the right to, at its sole discretion, substitute the notice period by paying you salary in lieu of the notice period.

8.3. For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the required notice period as stated in our Company's HR handbook. Further, till such time as the Company accepts your resignation letter, you will be deemed to be an employee of the Company and the terms and conditions of your employment will still continue to bind you.

8.4. The Company shall have the right to terminate your employment immediately without notice or payment in lieu of notice if:

8.4.1. You neglect, refuse, fail or for any reason become unable to perform any of your duties under this agreement or comply with the Company policies and code of conduct; or

8.4.2. You are guilty of any misconduct whether or not in the performance of your duties (including but not limited to being an undischarged insolvent, being convicted by any criminal court, being involved in fraudulent acts, etc) or commit any act which in the opinion of the Company is likely to bring the Company any disrepute whether or not such act is directly related to the affairs of the Company; or

8.4.3. You commit any breach of any of your duties or obligations under this agreement or the policies of the Company.

8.4.4. There is a discrepancy in the copies of the documents/certificates given by you as a proof in support of the information provided by you.

In the event of termination under Clause 8.4.2, you shall not be entitled to any benefits whatsoever.

#### 9) Mode of Communication

For any service of notice or communications of any kind, you will be informed by email or ordinary post at the address given by you at the time of your employment or such other address as may be intimated by you to the management thereafter.

#### 10) Confidentiality

10.1. You agree at all times during the term of your employment and thereafter (without limit of time);

10.1.1. To hold the Confidential Information in strictest confidence, and not to use or attempt to use the same, except for the benefit of the Company, and

10.1.2. Not to disclose or divulge the Confidential Information to any person or entity without written authorization of the Company.

10.1.3. You agree to return to Mphasis all proprietary information, including copies on paper, hard drive, disk, tape and other media, upon completion

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or termination of any project or upon cessation of your employment with Mphasis IT Services.

- 10.2. For the purposes of Clause 10.1, "Confidential Information" means any Company proprietary or confidential information, technical data, trade secrets or know-how, whether (oral or written or in electronic format and whether marked confidential or not), including but not limited to; research, business plans, products, product improvements, processes and process documents, services, projects, proposals, all work produced by you whether during normal working hours or not, computer program, documentation, customer lists and customers (including, but not limited to, customers of the Company with whom you become acquainted), markets, software, developments, inventions processes, formulas, technology, designs, drawings, engineering, marketing, distribution and sales methods, sales and profit figures, finances, techniques, strategies, discoveries, the title and description of any patents or patent applications filed by the Company in any country or jurisdiction (until the same is generally available to the public), and any other business information of the Company including its business plans, practice methodologies and technologies (including computer software), training materials, personnel information, client lists and information regarding the business needs, strategies and technologies of present and prospective clients and internal Company publications, whether directly or indirectly, or by drawings or inspection of documents or other tangible property and all information that comes to your knowledge which would but for this employment would not have been accessed by you, whether such information is in tangible form or not, written or otherwise and formal or not. Confidential Information however shall not include knowledge, skills, or information which is common to the business of the Company, or which is generally known outside the Company.
- 10.3. You understand that retaining the confidential nature of the confidential information is of utmost importance to the business of the Company and in addition to the terms stipulated in this agreement herein you agree to execute a Non Disclosure Agreement with the company.

## 11) Intellectual Property

- 11.1. You agree that any proprietary rights whatsoever, including but not limited to, patents, copyright and design rights as a result of the development of and/or the application of all work produced by you during or as a consequence of your employment, whether alone or in conjunction with others and whether during normal working hours or not, including but not limited to any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this employment with the Company shall belong to the Company absolutely.
- 11.2. You agree, at the Company's expense, to provide, during and after this employment, all such assistance as the Company reasonably considers necessary, to secure the vesting of such rights in the Company or Terms of Employment with Mphasis (including waiver of any such rights including author's special rights under Section 57 of the Copyright Act 1957).

## 12) Data Privacy Compliance Policy

You consent to the terms and conditions of the Data Privacy Compliance Policy stated below: -

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- 12.1. You consent to the processing of your personal data in accordance with the Company data privacy policy (the "Policy"), a copy of which can be obtained upon request;
- 12.2. In particular, you expressly consent to:
- 12.2.1. The collection and processing of sensitive personal data about you to the limited extent and for the purposes described in the Policy;
- 12.2.2. The transfer worldwide of personal data held about you by the Company to other employees and offices of the Company's worldwide organization and to third parties where disclosure to such third parties is required in the normal course of business or by law; and use of your personal images and voices in marketing material, videos, etc.
- 12.3. The reference to information "about you" includes reference to information about third parties, such as spouse and children (if any), which are provided to the Company by you on their behalf. The reference to "sensitive personal Data" may be understood to include reference to the various categories of personal data identified by European and Other applicable data privacy laws as requiring special treatment, including in some circumstances, the need to obtain explicit consent. These categories comprise personal data about racial or ethnic origin, political opinions, religious or other similar beliefs, trade union membership, physical or mental health, sexual life or criminal record.
- 12.4. In addition, you agree to treat any personal data to which you have access in the course of your employment strictly in accordance with this Policy and other Company policies and procedures. In particular, you will not use any such data other than in connection with and to the extent necessary for the purposes of your employment.

### 13) Non-Compete

You will certify to maintain Customer exclusivity and to this end, during the validity of this agreement and for a minimum of 2 years thereafter, you shall neither solicit business nor offer product/services and/or conduct any business, that directly competes with the kind of product/services that is offered by the Company to such client, either directly or indirectly with any of 'Mphasis' client or any third party exposed to you. In case you violate this provision, a minimum amount of Rs.3 lakhs shall be payable by you to Mphasis as damages.

### 14) Non Solicitation of Employees and Clients

You agree that during the period of your employment with the Company, and for one year after the date of termination of such employment (regardless of whether this cessation of employment is voluntary or involuntary, or caused by the breach of this Agreement by either party), other than on behalf of the Company, you will not, either directly or indirectly:

- (A) Solicit, divert, take away, hire, or recruit, or attempt to solicit, divert, take away, hire, or recruit, any employee of the Company; or
- (B) Solicit, divert, take away, hire, or recruit, or attempt to solicit, divert, take away, hire, or recruit, the business of any client, customer, potential client, potential customer, person, or entity with whom Employee had dealings as an Employee of the Company for any purpose related in any manner to the business of the Company.

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- (C) You agree the foregoing restrictions are reasonable both as to time and extent given the nature and scope of the Company's present business and the duties of your employment.

#### 15) Warranty

- 15.1. You warrant that your joining the Company will not violate any agreement to which you are or have been a party to.
- 15.2. You warrant that you will not use or disclose any confidential or proprietary information obtained from a third party prior to your employment with the Company.
- 15.3. You warrant that you will comply with all Mphasis applicable policies and standards and shall perform your services in a manner consistent with the ethical and professional standards of Mphasis.
- 15.4. You warrant that you possess all the requisite certificates, licenses, permits, work visas, clearances to be able to lawfully perform the services

#### 16) Indemnification

You agree to indemnify the Company for any losses or damages sustained by the Company caused by or related to your breach of any of the provisions contained in this Terms of Employment

#### 17) Retirement

Your age of retirement from the service will be on completion of sixty years. However, you may opt for voluntary retirement at any age before sixty years during your services in the establishment if you are unable to continue in service satisfactorily. The actual date of retirement shall be the last working day of the calendar month of your 60th birthday.

#### 18) General

- 18.1. This agreement contains the entire agreement between the employee and Mphasis, and no alteration or variations of the terms of this agreement shall be valid unless made in writing and signed by both the parties here to. This agreement supersedes any prior agreements or understandings between the parties relating to the matter of proprietary rights and / or non disclosure
- 18.2. This agreement is made under and shall be construed according to the laws of India. Employee agrees to submit to the jurisdiction of the courts of Bangalore (Karnataka).
- 18.3. This agreement shall remain current and in force, irrespective of whether you are under employment of Mphasis or not.
- 18.4. Should any part of this agreement be declared illegal or unenforceable, the parties hereto will co-operate in all ways open to them to obtain substantially the same result or as much thereof as may be possible, including taking appropriate steps to amend, modify or alter this agreement. If any term or provision of this Agreement shall be hereafter declared by a final adjudication of any tribunal or court of competent jurisdiction to be illegal, such adjudication shall not alter the validity or enforceability of any other term or provision unless the terms and provisions so declared are expressly defined as a conditions precedent or as of the essence of this agreement, or comprising an integral part of, or inseparable from the remainder of this agreement.

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### Acknowledgement and Acceptance of Appointment with Mphasis

I, \_\_\_\_\_ have read and understood the above terms and conditions governing my employment with the company and hereby accept the above-mentioned appointment in totality.

I confirm my acceptance of the offer and shall report for work on \_\_\_\_\_ (Date).

Signature : \_\_\_\_\_  
 Name : \_\_\_\_\_  
 Date : \_\_\_\_\_  
 Place : \_\_\_\_\_

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### Annexure - 3

At the time of joining Mphasis the following documents and information must be made available to us.

List of documents that need to be submitted at the time of joining, in order to complete your on boarding process.

Sl.No	Sl.No Documents
1	To process your salary - PAN card copy is mandatory, in case you do not have a PAN Card - apply for it online using the said URL <a href="https://tin.tin.nsdl.com/pan/index.html">https://tin.tin.nsdl.com/pan/index.html</a> or apply on your day of joining at our helpdesk
2	Age Proof Certificate-Birth certificate/ (School certificates of ICSE/SSLC/CBSE)
3	Academic Certificates (Including additional certifications/ courses) supporting your education qualifications along with marks sheets*
4	Your latest salary slips or salary certificate*
5	Experience proof - Relieving letter from previous employers (if previously employed) *. The relieving letter or resignation acceptance need to be submitted in original
6	Service certificate from present Employer
7	Form 16 or Taxable income statement duly certified by previous employer (Statement showing deductions and Taxable income with break up) till the last date of your employment with them along with PAN number if available.
8	5 Passport Size Photographs
9	Copy of passport (All sheets)
10	Copy of your updated resume
11	Joining kit duly filled in by you
12	Signed - Non Disclosure Agreement

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- \*Originals need to be submitted. These original certificates will be returned to you after due verification.
- Your offer has been made based on the information furnished by you. However, if there is a discrepancy in the copies of the documents/certificates given by you as a proof in support of the above, the company reserves the right to revoke the offer.
- Being an ISO certified company, it is essential for you to submit these documents at the time of joining. We will not be able to process your records unless you submit all the documents mentioned above.
- It is mandatory for all Mphasis employees to possess a valid passport. Else, please apply for one. You are expected to have a valid passport within 60 days from the time you join Mphasis.
- Apart from this we would like you to have the following information ready with you, for usage during your joining formalities.
  - DOB and Name of Father, Mother, Spouse, Child/ Children
  - Educational details with the passing year
  - Your past experience details with the exact years and role played to be mentioned.
  - Blood Group
  - 1 Passport size photograph of all your dependent's
  - Your Citibank account number, if existing already.
  - Your PF account number with current employer
  - Your PAN number
  - Passport number, Place of issue, Date of issue, Validity: From and to date.

Contact Us:  
 T : +91 080 6750 1000  
 F : +91 080 6695 9943  
 E : investor.relations@mphasis.com

[www.mphasis.com](http://www.mphasis.com)

Mphasis Limited  
 Registered Office:  
 Bagmane World Technology Centre,  
 Marathahalli Outer Ring Road, Doddanakundi Village,  
 Mahadevapura, Bangalore 560 048, India  
 CIN: L300 /KA1992PLC025294

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October 29, 2021

HRID/31/1002437266/21-22

Mr. Pinninti Dinesh  
31-8-76/3, Bangaramma Metta,  
Allipuram,  
Visakhpatnam-530004  
India

Ph: (91-7207988878

Dear Pinninti,

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**

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*

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October 29, 2021

HRID/1002437266/21-22

Mr. Pinninti Dinesh  
 31-8-76/3, Bangaramma Melta,  
 Allipuram,  
 Visakhapatnam-530004  
 India

Ph: 091-7207988878

Dear Pinninti,

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 **22-Nov-2021**.

#### **Location**

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

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

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

#### **Training**

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



### **Probation and Confirmation**

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

### **Leave**

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

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

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

### **Agreement**

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

### **Compensation and Benefits**

#### **Salary**

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

#### **Training Performance - linked Incentive**

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





### **Ex - Gratia / Bonus**

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

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

### **Basket of Allowances (BOA)**

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

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

### **National Pension Scheme**

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

### **Insurance**

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

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



**ANNEXURE - I**  
**(Compensation during the Training)**

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Mr. Pinninti Dinesh			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
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
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>TOTAL GROSS SALARY</b>				<b>25,000</b>
<b>OTHER BENEFITS</b>				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
<b>SALARY LOAN</b> (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				

**ANNEXURE - II**  
**(Compensation post Unit allocation)**

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Mr. Pinninti Dinesh			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
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
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>4. INCENTIVE COMPONENTS</b>				
		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
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>				<b>26,250</b>
<b>TOTAL GROSS SALARY (Inclusive of the Incentive Component at indicative payout 10% of FGS)</b>				<b>27,500</b>
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>				<b>30,000</b>
<b>OTHER BENEFITS</b>				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
<b>SALARY LOAN</b> (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				



**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203294538/Chennai**  
**Date: 08/12/2021**

Mr. Sree Nitesh Ramasingu  
5-23, Vilaskhan Palem, Bhadevapuram, Visakhapatnam-5-23 Vilaskhan Palem, Bhadevapuram, Padmanab  
Padmanabham,  
Visakhapatnamandhra Pradesh-531219,  
Andhra Pradesh.  
Tel# 91-9959364781

Dear Sree Nitesh Ramasingu,

**Sub: Letter of Offer**

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

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

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

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

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

**TCS Confidential**  
**TCSL/CT20203294538**

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India  
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com

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Sree Nitesh R





## COMPENSATION AND BENEFITS

### **BASIC SALARY**

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

### **BOUQUET OF BENEFITS (BoB)**

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

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

#### **1. House Rent Allowance (HRA)**

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

#### **2. Leave Travel Allowance**

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

#### **3. Food Card**

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

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**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

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Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com  
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TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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Sree Nitesh R





## PERFORMANCE PAY

### **Monthly Performance Pay**

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

### **Quarterly Variable Allowance**

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

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

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

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

## CITY ALLOWANCE

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

## OTHER BENEFITS

### **Health Insurance Scheme**

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

HIS offers the following benefits:

#### **1. Basic Cover**

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

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*Sreenithish-R*



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

## 2. Higher Hospitalisation

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

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

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

## Maternity Leave

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

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

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

## Loans

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

## Professional Memberships

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

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**TATA CONSULTANCY SERVICES**  
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Sree Nishar





## RETIRALS

### **Provident Fund**

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

### **Gratuity**

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

## TERMS AND CONDITIONS

### **1. Aggregate Percentage Requirements**

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

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

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

### **2. Pre requisites for Joining**

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

### **3. Training Period**

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

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415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

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

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

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

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

#### 4. Working Hours

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

#### 5. Mobility

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

#### 6. Compensation Structure / Salary components

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

#### 7. Increments and Promotions

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

#### 8. Alternative Occupation / Employment

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

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Tata Consultancy Services Limited

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

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

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written permission of TCSL.

#### 9. Confidentiality Agreement

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

#### 10. Service Agreement

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

#### 11. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

#### 12. Overseas International Assignment Agreement

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

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serve TCSL as per the Notice Period clause mentioned below.

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

### 13. Terms and Conditions

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

### 14. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

### 15. Notice Period

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

Your failure to comply with this clause will entail monetary payment of damages to TCSL as may be determined by it at its own discretion having regard to the responsibilities shouldered by you while being in the employment of TCSL.

### 16. Retirement

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

### 17. Pre-employment Medical Certificate

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

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### 18. Employment of Non Indian Citizens

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

### 19. Background Check

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

### 20. Submission of Documents

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

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

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :

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- \*There is no criminal offence registered/pending against you
- \*There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

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

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

### 21. TCS Xperience Program

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

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

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

### 22. Letter of Appointment

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

### 23. Rules and Regulations of the Company

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

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#### 24. Compliance to all clauses

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

#### 25. Data Privacy Clause:

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

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

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

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

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

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

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**Withdrawal of Offer**

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

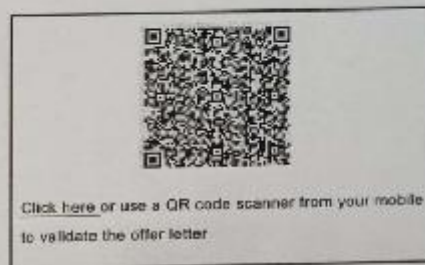
Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

**Girish V. Nandimath**  
Global Head Talent Acquisition & AIP



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

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

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## GROSS SALARY SHEET

Annexure 1

Name	Sree Nitesh Ramasingu
Designation	Assistant System Engineer-Trainee
Institute Name	Anil Neerukonda Institute Of Technology & Sciences

Table 1: Compensation Details (All Components in INR)

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

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

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

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

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

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

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

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## Annexure 2

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

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Sree Nitesh R





## Annexure 3

**Confidentiality and IP Terms and Conditions****1. Confidential Information**

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

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

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

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

(d) Customer and prospective customer lists, and

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

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## 2. Associate's Obligations

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

## 3. Intellectual Property Rights

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

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**4. Prior knowledge**

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

**5. Use of third party material**

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

**6. Security policies and Guidelines.**

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

**7. Working in SBWS Framework:**

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.

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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

#### 8. Restriction on Associate's Rights

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

#### 9. No License

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

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**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India  
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

Sreenithya R





#### 10. Equitable Rights

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

#### 11. General

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

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

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

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

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**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

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

SreeNitesh.R



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

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

TCS Confidential  
TCSL/CT20203294538

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India  
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com

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*Sreeleksh R.*



317126514069

**Offer: Computer Consultancy**  
Ref: TCSL/CT20203417407/Hyderabad  
Date: 11/01/2021

Ms. Shirisha Dhannini  
3-250Muthyamamba Colony,  
Vepagunta  
Vishakapatnam-530047,  
Andhrapradesh.  
Tel# 91-9703951361

Dear Shirisha Dhannini,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Infrastructure Services (IS)** Unit, which is subject to change as per business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentive (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Learning Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

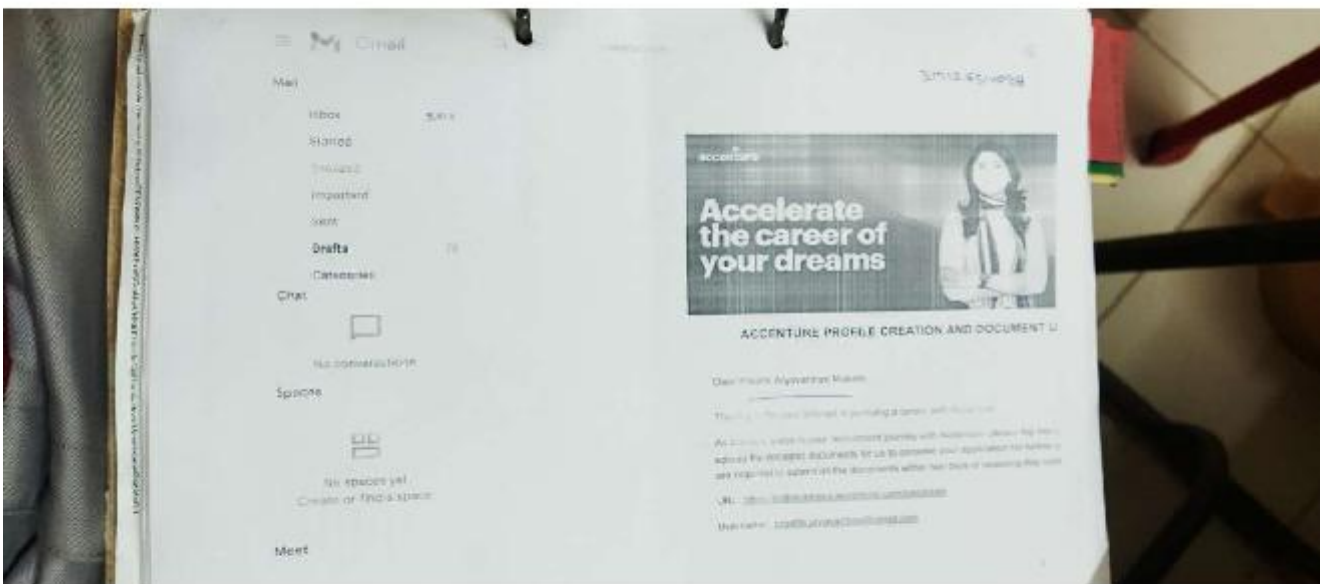
After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Annexure-2).

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TCSL/CT20203417407

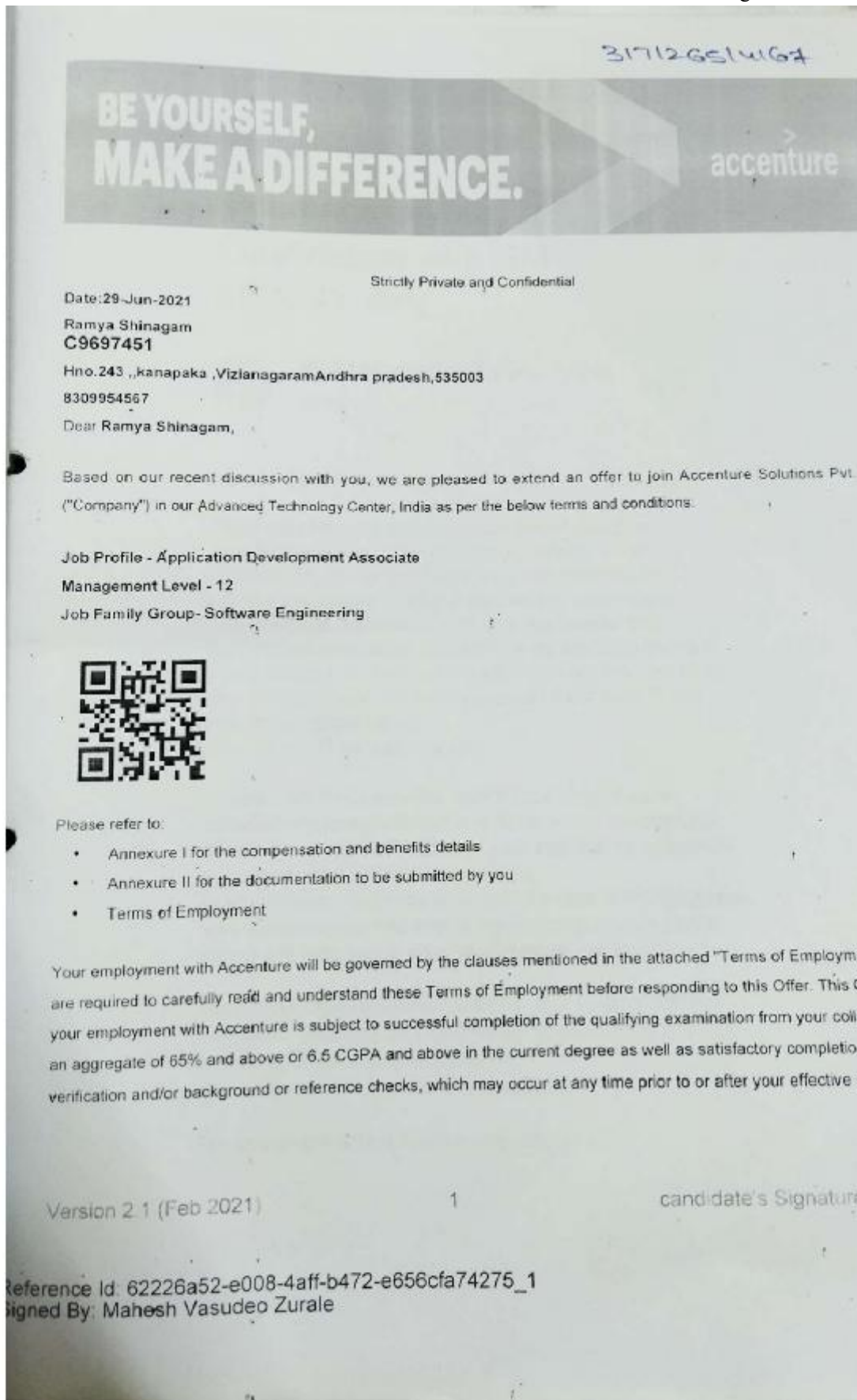
**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

Del. Campus, No. 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: career@tcs.com





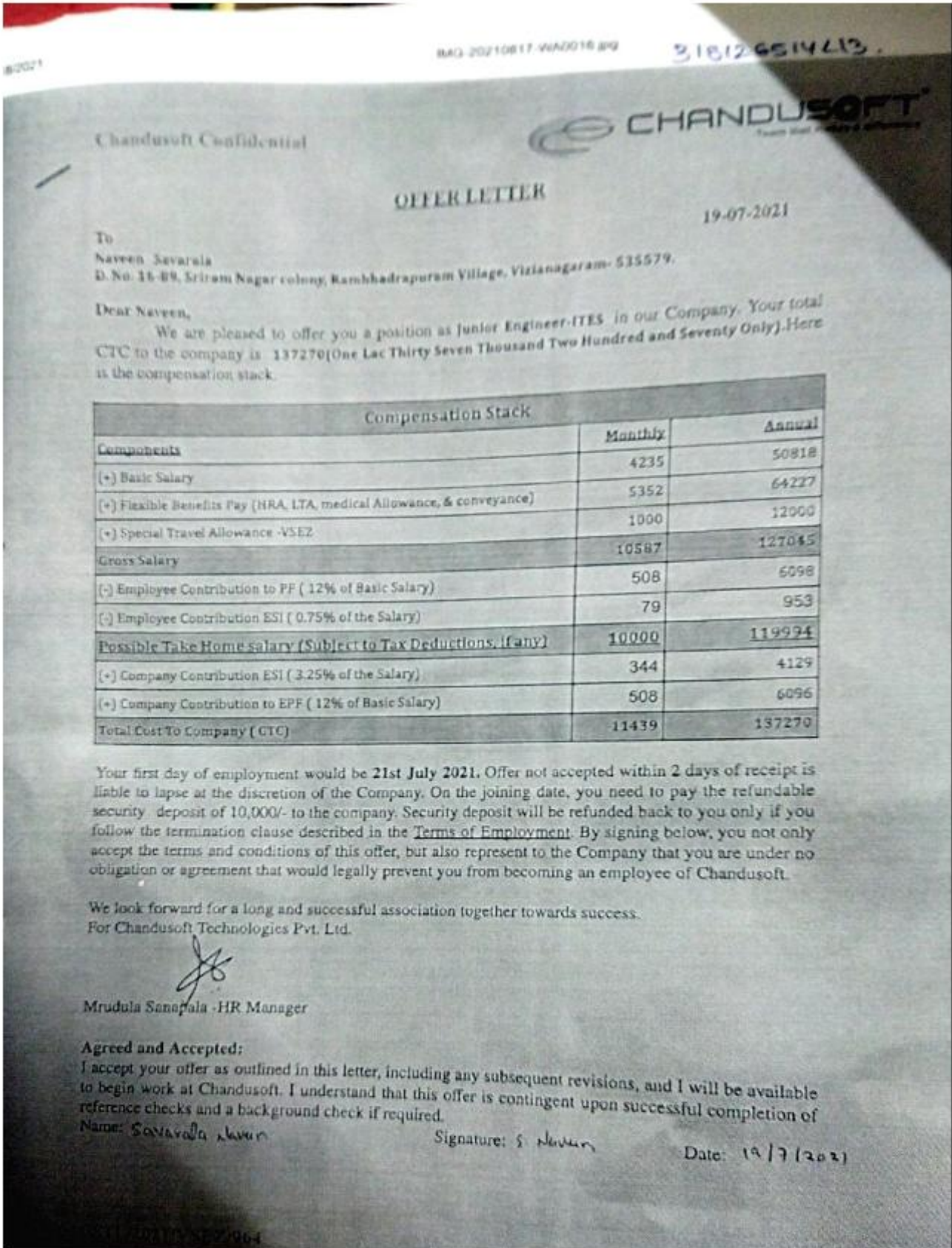
















318126514L14

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192643192/Hyderabad**  
**Date: 11/01/2021**

Mr. Jayaram Tarimini  
22-73-22/4Seetha Rama Swami Temple Street,  
Skml Temple,  
Visakhapatnam-530001,  
Andhra Pradesh.  
Tel# 91-8121807314

Dear Jayaram Tarimini,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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TCSL/CT20192643192

**TATA CONSULTANCY SERVICES**

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318126514L15

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192642804/Hyderabad**  
**Date: 11/01/2021**

Mr. Dileep Nalluri  
13-543,Sundarayya Nagar,ArilovaSundarayya Nagar,  
Near Ambedkar Statue,  
Visakhapatnam-530040,  
Andhra Pradesh.  
Tel# 91-9866607477

Dear Dileep Nalluri,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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TCS/ICT20192642804

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Tata Consultancy Services Limited

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318126514L16

Infosys®



July 26, 2021

HRD/3T/21-22/1001728830

Mr. Akula Santhi Swaroop Kumar  
Candidate ID: 1001728830  
10-132, Sujatha Nagar  
Bc Colony  
Vishakhapatnam - 530051  
Andhra Pradesh  
India  
Ph: (91) 90639 08890

Dear Akula,

**SUB: LETTER OF INTENT TO HIRE**

**Congratulations!** Further to your application for Employment with Infosys Limited ("Company") and the subsequent selection process, we are delighted to communicate to you our intent to make you an offer for the position of **Systems Engineer** in Job Level 3 with the company. Your DoJ is **October 4, 2021** and you will receive the Letter of Appointment with all the elaborates soon.

This letter of intent would be superseded by a formal employment contract. The employment contract will detail out the scope, terms and conditions of your employment with the company, break up of your salary, proposed location of posting, date of joining etc.

Please be advised that our offer to you will be conditional upon you having successfully completed your graduation / post-graduation qualification and having completed all course requirements and examinations required for the award of the educational qualification mentioned by you in your application for employment with the Company. You are required to submit all marks sheets and other relevant documents (if any), on the day you join the Company. Further, you should have been declared as passed by the relevant examination authority. Please note that the determination of the adequacy or authenticity of all or any of the proofs and any condoning delay in submission of the same will be at the Company's absolute and sole discretion.

Should you meet the conditions of employment, your **Total Gross Salary** includes a Performance Incentive and will be **INR 360000** per annum. The complete breakdown of the compensation and increment will be provided in the Letter of Appointment.

This is a letter of intent only. It is not intended to be, and shall not constitute in any way a binding or legal agreement, or impose any legal obligation or duty on either you or the Company. Should you have any questions regarding the above, please do not hesitate to write to us at [offer\\_update@infosys.com](mailto:offer_update@infosys.com).

Welcome to Infosys Ltd. We are confident you will be able to make a significant contribution to the success of Infosys Limited. We wish you a long, rewarding and fulfilling career and look forward to working with you.

Yours sincerely,

RICHARD LOBO  
EVP and Head Human Resources – Infosys Limited





318126514L17

Ref: TCSL/CT20192644002/1421603/Hyderabad  
Date: 15 June 2021

MR. PRAVEEN KARANAM  
1-227 Pedda Veedi, Pindravada Colony,  
Hiramandalam, Srikakulam,  
Andhra Pradesh-532459.  
Tel# 919849551668

**Sub: Joining Letter**

Dear Mr. Praveen Karanam,

We would like to take this opportunity to extend a very warm welcome to TATA Consultancy Services Limited (TCSL) family.

We are pleased to inform you that your joining date at TCSL will be **22nd July 2021**, your joining location is **Bangalore**, work location is **Bangalore** and your stream is **IT**. This has been provided considering your preference and business requirements.

Your wellbeing is our utmost priority in the current COVID-19 pandemic scenario across India. Keeping this in mind, and the regulations enforced by various states at this point, we have internally enabled a virtual onboarding process for our future TCSers. For the Virtual Onboarding Process, **you will not be required to physically report at the TCS offices on the date of your joining**.

TCS XP HR Team will reach out to you over email in the next few days to guide you further on the virtual onboarding process and steps to be taken to prepare yourself for onboarding.

Congratulations on completing the first phase of your learning through TCS Xplore Program. We appreciate your passion towards learning which has helped you to perform well. You are now set to experience learning through our coveted TCS Xperience Program.





Private & Confidential

318126514L19.

Date: 25/07/2021

NULU YERRY VENKATA SATYA SAI THANUJA  
53-16-38 MADDILAPALEM AUTO MOTIVE BACK SIDE P&T COLONY  
ANDHRA PRADESH -530013

**FIX TERM - APPOINTMENT LETTER**

Dear NULU YERRY VENKATA SATYA SAI THANUJA,

We are pleased to offer you the position of Representative, Operations on a temporary contractual basis, for a fixed period. This would be your Social Job Title and your Job profile, would be Advisor I, Email Support. Any change in your Social Job Title / Job profile will be at the discretion of the Company, depending upon the work assigned to you. Job profile must be used for all internal communication and in your e-mail signature. Social job title can be used for business cards and LinkedIn. You may use your Job profile for social purposes as well. Your anticipated joining date is 27/07/2021 and your contract end date will be 26/10/2021. Attached are the specific terms and conditions of our offer – please read it carefully as important details are included.

**1. Appointment**

1.1 Your appointment will be effective from 27/07/2021 or at an earlier date as mutually agreed, subject to your completing the on boarding formalities. You are required to submit all the documents (as per the Mandatory Document Checklist) on 26/07/2021 failing which Concentrix Daksh Services India Private Limited (hereinafter, 'Concentrix'/'Company') reserves the right to withdraw this offer letter and/or cancel your appointment. If this date is not suitable, please contact us immediately at basani.kumar@concentrix.com to seek an alternative date on which to submit all required documents.

Please note that the offer will be withdrawn at the on boarding date if you do not notify us of your acceptance or we are unable to agree to an alternate joining date. Your designation may be changed at the discretion of the Company depending on the work assigned to you.

1.2 On on-boarding / joining you shall report to the HR Representative of the Company or any other person nominated by him/her.

1.3 Your initial posting will be at Vizag, but your services are transferable to any department, division, or location of Concentrix in accordance with the Company's current policy

1.4 As per Company regulations you are required to furnish before joining, documentary proof of your last drawn salary, educational qualifications and work experience documents. You are also required to confirm in writing that you are free from any contractual restrictions preventing you from accepting this offer, providing services to Concentrix, or starting work on the above-mentioned date. (Document Checklist).

**\* Please note that documents as mentioned in the document checklist are mandatory and you will not be allowed to join without them.**

**2. Terms and Conditions**

2.1 It is clearly understood and agreed that your appointment is purely temporary, for the duration stated in the offer letter. On the expiry of this period, the contract between you and Concentrix will cease automatically. Concentrix is not required to give you any notice or notice pay, retrenchment or other compensation.

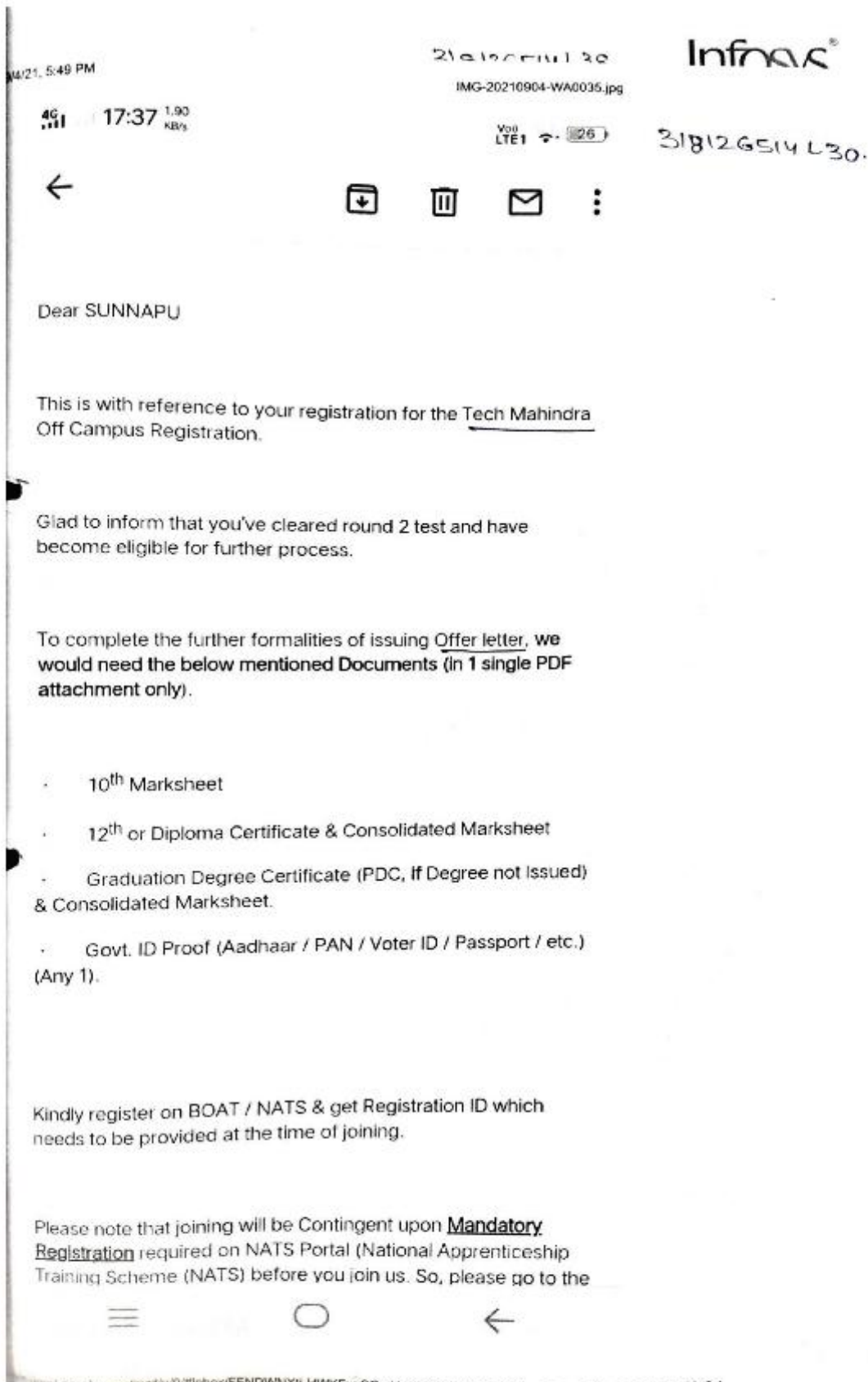
Signature of Candidate

CNX/REC/ART/SPHR/FTH1211>1/4.2

Concentrix Daksh Services India Private Limited  
Registered Address: Hindustan Times House, Level 10, K G Marg, Connaught Place  
New Delhi- 110001, India  
011 68187745  
CIN: U78900DL1999I TC102972

info@concentrix.com · www.concentrix.com

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31826514L40

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20195167437/Hyderabad**  
**Date: 11/01/2021**

Mr. Narayana Manikanta Kishore Galla  
 Dr. No. 36-93-381 Kancharapalem,  
 Kancharapalem,  
 Visakhapatnam-530008,  
 Andhra Pradesh.  
 Tel# 91-9949832422

Dear Narayana Manikanta Kishore Galla,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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 TCSL/DT20195167437

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

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

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Strictly Private and Confidential

Date:26-Jun-2021

Pratyusha Adduri  
C9684453

9-9-47/54 Balaram Nagar ,Sivajipalem ,Visakhapatnam 530017.

9182305599

Dear Pratyusha Adduri,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: 82c85342-16d3-43eb-b3d8-6607f7da38cc\_1  
Signed By: Mahesh Vasudeo Zurale





02

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192640578/Hyderabad**  
**Date: 11/01/2021**

Mr. Yeswanth Sai Alti  
Plot No.2075th Line,  
Padmavathi Nagar,  
Vizianagaram-535002,  
Andhra Pradesh.  
Tel# 91-9440540366

Dear Yeswanth Sai Alti,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of **upto Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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**TCSL/CT20192640578**

1

**TATA CONSULTANCY SERVICES****Tata Consultancy Services Limited**

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

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

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

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



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Date:05-Aug-2021

Naga Bharathchandra Balla  
C9858090

opposite union bank,vutukuri vari street,house no:5-181,bandarulanka,amalapuram mandal,east godavari  
dist,andhra pradesh

9100584409

Dear Naga Bharathchandra Balla,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Reference Id: b7aa6719-89c7-4985-ad3a-8c799085754e\_1  
Signed By: Mahesh Vasudeo Zurale

04



Strictly Private and Confidential

Date:25-Jun-2021

Satya Pavan Sumanth Bandaru  
C9679403

B C Colony, Paravada, paravada substation, visakhapatnam  
9676826544

Dear Satya Pavan Sumanth Bandaru,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

  
candidate's Signature

Reference Id: e30d294b-7f4b-4c7c-9719-ed92a1e203b3\_1  
Signed By: Mahesh Vasudeo Zurale



8/19/21, 10:41 AM

And Nellore Institute of Technology & Sciences Mail - Fwd: Capgemini congratulates you on your selection and present... 317126512005



Ramkumar <ramkumar.ece@anits.edu.in>

**Fwd: Capgemini congratulates you on your selection and presents you our Letter Of Intent**

2 Messages

317126512005 BHAVIRISETTY CHANDRA MANIKANTA <chandramanikanta.2017.ece@anits.edu.in> Thu, Aug 19, 2021 at 8:21 PM  
To: Ramkumar <ramkumar.ece@anits.edu.in>

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

From: **Superset** <notifications@email.jobsuperset.com>

Date: Mon, Aug 16, 2021, 20:11

Subject: Capgemini congratulates you on your selection and presents you our Letter Of Intent

To: <chandramanikanta.2017.ece@anits.edu.in>



Client Focus  
Customer Centric



Multi-Industry Expertise  
20+ Years



Capgemini's Legacy  
1965 - 2021



24x7 Global Support  
100+ Countries



Innovation  
Digital Transformation

Dear chandra Manikanta Bhavirisetty,

At Capgemini, we work with the world's leading brands to enhance and transform the way they do business. We do this with passion. And we do this by applying the human touch to business and technology. In fact, passionate people are Capgemini's ace of spades.

During our interaction with you, we found you to be equally passionate about what you do. We are pleased to announce you have successfully cleared our initial selection process and been shortlisted for a suitable position with us. This decision is purely based on your merit and performance during your interactions with us.

As the next step in taking your candidature ahead, please go to **Job Profile Tab** and complete the process of accepting the Letter of Intent.

We request you to ensure that you complete all the pre requisite information as well as update all the required documents asked during the course of this process before Aug 18, 2021 11:59 PM IST.

To ensure ease of process, please find below list of documents that would be needed to complete the process:

- Passport size photo
- SSC & HSC Certificate

<https://mail.google.com/mail/u/0/?ik=5e5cc850d2&view=pt&search=all&permmsgid=thread-f%3A1708533687613599190&siml=msg-f%3A1708533...> 1/3





06

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203294903/Hyderabad**  
**Date: 11/01/2021**

Mr. Kasi Vinay Chowdary Bhogavalli  
2-72Main Road,  
Near Bank Of India,  
Chagallu-534342,  
Andhra Pradesh.  
Tel# -

Dear Kasi Vinay Chowdary Bhogavalli,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be assigned a role in the **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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**TCSL/CT20203294903**

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No.1 Software Units Layout, Madhapur, Hyderabad-500081 India  
Tel: 91 40 6657 2000 Fax: 91 40 6657 2222 Website: www.tcs.com  
Registered Office: Nimra Building, 9th Floor, Nariman Point, Mumbai-400 021  
TCS Career Services: +91 20 91111 Email: careers@tcs.com

7/31/2021

Anil Neerukonda Institute of Technology & Sciences Mail - Infosys Campus Recruitment Program: Congratulations! You have a job offer



317126512007 BOINA BAVITHA <bavitha.2017.ece@anits.edu.in>

**Infosys Campus Recruitment Program: Congratulations! You have a job offer**

1 message

Infosys Freshers Recruitment <Talent.Acquisition@infosys.com>  
To: "bavitha.2017.ece@anits.edu.in" <bavitha.2017.ece@anits.edu.in>

Mon, Jul 5, 2021 at 12:21 PM

oot



Dear Boina Bavitha,

Thank you for participating in the Infosys Campus Recruitment Program for 2020-21.

**Congratulations! You have cleared the interview round to receive a final job offer for Digital Specialist Engineer role. The compensation for this role is INR 5 lakhs per annum.**

Please note, this is a conditional job offer subject to your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please write to us at [Talent.Acquisition@infosys.com](mailto:Talent.Acquisition@infosys.com).

You will soon hear from us about the next steps of the process. We look forward to welcoming you into our Infosys family

Best regards

Talent Acquisition  
Infosys

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HRD/1001715831/21-22

Mr. Chaitanya Bolla  
Opp.Rtc Complex  
Ravikamatham  
Vishakhapatnam-531025  
India

Ph: +91-6304802529

Dear Chaitanya,

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 **09-Aug-2021**.

#### Location

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

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

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

#### Training

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



317126512009  
Cognizant

30-Aug-2021

Dear **Bongu Venkateswararao**,  
B.Tech, Electronics & Communication Engineering  
Anil Neerukonda Institute of Technology and Sciences, Visakhapatnam

**Candidate ID – 17785167**

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

You have been selected for the position of **Programmer Analyst Trainee**

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

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

Your appointment will be governed by the terms and conditions of employment as presented in **Employment Agreement**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Please note:

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

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

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

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

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized

R/td. Office: 115/535, Old Mahabalipuram Road, Okklam Thoraiakkam, Chennai - 600 097





317126512014

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203200956/Hyderabad**  
**Date: 11/01/2021**

Ms. Dadi Ramya  
Srinivas Nilayam Renuka Residency,  
Kommadi,  
Visakhapatnam-531001,  
Andhra Pradesh.  
Tel# 91-9398376363

Dear Dadi Ramya,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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**TCSL/CT20203200956**

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

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

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

Registered Office: Namma Building, 9th Floor, Nandanam, Chennai, India

TCS is a part of Tata Group. For more information, visit [www.tcs.com](http://www.tcs.com)



Strictly Private and Confidential

Date:06-Jul-2021

Venkata Sai Keerthi Damodara  
C9721237

FLATNO:103,SREE SRINIVAS ENCLAVE, 1ST LANE,PADMAVATHI NAGAR,VIZIANAGARAM.  
7673979136

Dear Venkata Sai Keerthi Damodara,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

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candidate's Signature

Reference Id: 7a0e870f-c314-4553-82fe-554788917dfc\_1  
Signed By: Mahesh Vasudeo Zurale



HRD 1001715184/21-22

Ms. Niharika Dasari  
Flat No.203, Gkr Towers  
Sriram Nagar, Srinagar  
Vishakhapatnam-530026  
India

Ph: +91-7330922063

Dear Niharika,

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 **09-Aug-2021**.

**Location**

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

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

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

**Training**

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





**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192640534/Hyderabad**  
**Date: 12/01/2021**

Mr. Chaitanya Prasad Gade  
Flat No, B-303 Vasavi TowersNad- Kotharoad,  
Opposite Spencers,  
Visakhapatnam-530009,  
Andhra Pradesh.  
Tel# 91-9422088489

Dear Chaitanya Prasad Gade,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a role in the **TCS Digital (TCS Digital)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹7,00,022/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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**TCSL/CT20192640534**

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

Decorating Park, No.1 Software Parks Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91-40-6667 2000 Fax: 91-40-6667 2222 Website: www.tcs.com  
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TCS Career Service Line: 1800 209 3111 Email: careers@tcs.com

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317126512020  
Infosys

July 26, 2021

HRID/3T/21-22/1001716177  
Mr. David Gorremucha  
Candidate ID: 1001716177  
11-4-19, Kailash Nagar, Kanithi Road  
Gajuwaka  
Vishakhapatnam - 530026  
Andhra Pradesh  
India  
Ph: (91) 94947 32932

Dear David,

**SUB: LETTER OF INTENT TO HIRE**

**Congratulations!** Further to your application for Employment with Infosys Limited ('Company') and the subsequent selection process, we are delighted to communicate to you our intent to make you an offer for the position of **Systems Engineer** in Job Level 3 with the company. Your DoJ is **October 4, 2021** and you will receive the Letter of Appointment with all the elaborates soon.

This letter of intent would be superseded by a formal employment contract. The employment contract will detail out the scope, terms and conditions of your employment with the company, break up of your salary, proposed location of posting, date of joining etc.

Please be advised that our offer to you will be conditional upon you having successfully completed your graduation / post-graduation qualification and having completed all course requirements and examinations required for the award of the educational qualification mentioned by you in your application for employment with the Company. You are required to submit all marks sheets and other relevant documents (if any), on the day you join the Company. Further, you should have been declared as passed by the relevant examination authority. Please note that the determination of the adequacy or authenticity of all or any of the proofs and any condoning delay in submission of the same will be at the Company's absolute and sole discretion.

Should you meet the conditions of employment, your **Total Gross Salary** includes a **Performance Incentive** and will be **INR 360000** per annum. The complete breakdown of the compensation and increment will be provided in the Letter of Appointment.

This is a letter of intent only. It is not intended to be, and shall not constitute in any way a binding or legal agreement, or impose any legal obligation or duty on either you or the Company. Should you have any questions regarding the above, please do not hesitate to write to us at [offer\\_update@infosys.com](mailto:offer_update@infosys.com).

Welcome to Infosys Ltd. We are confident you will be able to make a significant contribution to the success of Infosys Limited. We wish you a long, rewarding and fulfilling career and look forward to working with you.

Yours sincerely,

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



Letter of Intent

17 December 2020

**GUDLA SAI GANESH**  
Anil Neerukonda Institute of Technology and Sciences  
Visakhapatnam

Dear GUDLA SAI GANESH,

We are pleased to inform you that you have been provisionally short-listed for employment as "Software Engineer Trainee".

During the training period you will be entitled for a stipend of Rs.15000/- pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs.3.50 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Prior to joining Hexaware and commencement of your training program, you are required to join the Early Intervention Program (EIP) to be conducted by Hexavarsity and complete it successfully.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,  
For **HEXAWARE TECHNOLOGIES LIMITED**

*Monica Mathur*

**Monica Mathur**  
Vice President, Recruitment-India & APAC

*Gudla Sai Ganesh*  
(GUDLA SAI GANESH)



**HEXAWARE TECHNOLOGIES LTD.**

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mahape,  
Navi Mumbai, 400710, Tel : +91 22 6791 9595, Fax : +91 22 6791 9500  
ICDN : L72900MH1992PLC069662 URL: [www.hexaware.com](http://www.hexaware.com)



Offer: Computer Consultancy  
Ref TCSL/CT20203295849/Hyderabad  
Date: 11/01/2021

Mr. Jayanthi Sai Praveen  
C-8 Bhadravri Block, Sai Priya Heights, Beside Kumari Kalyana Mandapam Rrv Puram,  
Beside Kumari Kalyana Mandapam,  
Visakhapatnam-530027,  
Andhra Pradesh.  
Tel# 91-9493640169

Dear Jayanthi Sai Praveen,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Service Line: 1600 209 3111 Email: careers@tcs.com

J. Sai Praveen





Offer: Computer Consultancy  
Ref: TCSL/DT20207211218/Hyderabad  
Date: 11/01/2021

Ms. Keerthi Prathyusha Karri  
8-32-8Tamil Street, China Waltair,  
Near Lmm Church,  
Visakhapatnam-530017,  
Andhra Pradesh.  
Tel# 91-8500418836

Dear Keerthi Prathyusha Karri,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be assigned a role in the **Infrastructure Services (IS) Unit**, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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**TATA CONSULTANCY SERVICES**

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Deccanpark, 1st Floor, Software Centre Layout, Marolli Nagar, Hyderabad-500081, India  
Tel: 91-800-400-9080 Fax: 91-4000-2222 Web: www.tcs.com  
Registered Office: 10th Floor, 10th Cross, Narayana Complex, Mumukshu Bhavan Building,  
10th Cross, Narayana Complex, Mumukshu Bhavan Building, 10th Cross, Narayana Complex, Mumukshu Bhavan Building,  
10th Cross, Narayana Complex, Mumukshu Bhavan Building, 10th Cross, Narayana Complex, Mumukshu Bhavan Building,

**K. Keerthi Prathyusha**

1





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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192644341/Hyderabad**  
**Date: 11/01/2021**

Ms. Sowmya Sree Korlapati  
D/No. 6-12-5/1Drivers Colony,Lbs Nagar,  
Old Gajuwaka,  
Visakhapatnam-530026,  
Andhra Pradesh.  
Tel# -

Dear Sowmya Sree Korlapati,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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**Tata Consultancy Services Limited**

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Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Naraina Point, Mumbai 400 021  
TCS Careers Service Line: 1 800 209 3143 Email: careers@tcs.com



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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192640675/Hyderabad**  
**Date: 11/01/2021**

Mr. Ravi Chandra Kuriminelli  
Flat No:304,Cherukuri Towers,100ft Ring Road,  
Beside Psr Public School,  
Vizianagaram-535002,  
Andhra Pradesh.  
Tel# 91-7382475227

Dear Ravi Chandra Kuriminelli,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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**TCSL/CT20192640675**

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Tata Consultancy Services Limited

Deccanpark, No.1, Software Units Layout, Madhapur, Hyderabad-500 081 India  
Tel: 91 40 667 2000 fax: 91 40 667 2772 Website: www.tcs.com  
Registered Office: Narman Building, 9th Floor, Narman Point, Mumbai-400 021  
TCS Career's Service Line: 1 800 209 3113 Email: careers@tcs.com



**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192640585/Hyderabad**  
**Date: 31/10/2020**

Ms. Anisha Keerthi Kurmana  
#52-13-17/4, Kalyani Nilayam Resapuvanipalem,  
Beside Audi Car Showroom,  
Visakhapatnam-530013,  
Andhra Pradesh.  
Tel# 91-7674820540

Dear Anisha Keerthi Kurmana,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

**TCS Confidential**  
**TCSL/CT20192640585**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No.1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Career Service Line: 1800 201 3111 Email: careers@tcs.com





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**Offer: Computer Consultancy**  
**Ref: TCSSL/DT20195161541/Hyderabad**  
**Date: 11/01/2021**

Ms. Madhuri Dasari  
3-263-26, Chalam Naidu Valasa, Laxmipuram,  
Laxmipuram,  
Seethanagaram-535546  
Andhra Pradesh.  
Tel# 91-8106095508

Dear Madhuri Dasari,

**Sub: Letter of Offer**

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

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

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Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Normal Building, 9th Floor, Nanman Pore, Mumbai 400 021  
TCS Careers ServiceLine: 1800-209-3111 Email: careers@tcs.com

D. Madhuri





**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203467117/Hyderabad**  
**Date: 11/01/2021**

Mr. Mandela Jaya Nagendra Sandeep  
18-1-17/1, Srm Colony Srm Colony, Opp. Ilda,  
Opp. Sbi Atm,  
Bhadrachalam-507111,  
Telangana.  
Tel# 91-9640987501

Dear Mandela Jaya Nagendra Sandeep,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT) Unit**, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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**TCSL/CT20203467117**

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**Tata Consultancy Services Limited**

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

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

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

TCS Career Service-line: 1800 209 3111 Email: careercs@tcs.com



Offer: Computer Consultancy  
Ref: TCSL/CT20203466816/Hyderabad  
Date: 11/01/2021

Mr. Balaji Mantri  
08Komenapalli(Village),Pedda Seedi (Post),  
Hiramandalam,  
Hiramandalam-532214,  
Andhra Pradesh.  
Tel# 91-9182952446

Dear Balaji Mantri,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for **Learning Incentives (Readiness Incentive and/or Competency Incentive)** basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 31 11 Email: careers@tcs.com

*M. Balaji*



**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203124469/Hyderabad**  
**Date: 11/01/2021**

Ms. Mavuru Supreethi  
16-11-53/2Komati Street,  
Fazulbepeta,  
Srikakulam-532005,  
Andhra Pradesh  
Tel# 91-8247212112

Dear Mavuru Supreethi,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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**TCSL/CT20203124469**

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**Tata Consultancy Services Limited**

Deccanpark, No. 1, Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91-40-6667 2000 Fax: 91-40-666 7 2222 Website: www.tcs.com  
Registered Office: Naraina Building, 9th Floor, Naraina Point, Mumbai 400 025  
TCS Career Services Email: [careers@tcs.com](mailto:careers@tcs.com)





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Date:09-Jul-2021

Chandra Sekhar Nadipalli  
C9737766

NADIPALLI STREET,PACHIPENTA VILLAGE AND MANDALAM,VIZIANAGARAM DISTRICT,ANDHRA PRADESH  
8367272820

Dear Chandra Sekhar Nadipalli,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 8.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

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candidate's Signature

Reference Id: 694f4098-c033-4d6f-9fc5-30858aa069ca\_1  
Signed By: Mahesh Vasudeo Zurale





4)

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203295071/Hyderabad**  
**Date: 11/01/2021**

Ms. Sumitranjali Nagothi  
25-40-44 Ganugulavari Street,  
Lakshmi Talkies,  
Visakhapatnam-530001,  
Andhra Pradesh.  
Tel# 91-9491195424

Dear Sumitranjali Nagothi,

**Sub: Letter of Offer**

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

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

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**TCSL/CT20203295071**

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No.1 Software Units Layout, Madhapur - Hyderabad 500 081 India  
Tel: 91 40 6657 2400 Fax: 91 40 6657 2272 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai-400 021  
TCS Careers: [www.tcs.com/careers](http://www.tcs.com/careers) | 1800 209 3111 | Email: [careers@tcs.com](mailto:careers@tcs.com)



Strictly Private and Confidential

Date:02-Jul-2021

Nikkula Hemanjali  
C9708250

Door No: 117, Ayyanna Colony, Narsipatnam.

8897264519

Dear Nikkula Hemanjali,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

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- Terms of Employment

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Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: 8cd607c6-c42f-4e9f-a15e-e52694034c3f\_1  
Signed By: Mahesh Vasudeo Zurale



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Date:26-Jun-2021

Venkata Naga Srihyma Patnala  
C9686777

D.No:4-3-35/1,kothagraharam 2nd lane down, near railwaygate, vizianagaram.  
7981996402

Dear Venkata Naga Srihyma Patnala,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

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**Management Level - 12**

**Job Family Group- Software Engineering**



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Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: 1218fbeb-2c5b-43c0-ae4c-33d9cc16ac89\_1  
Signed By: Mahesh Vasudeo Zurale



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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192640607/Hyderabad**  
**Date: 11/01/2021**

Mr. Prudhvi Raju Polamarasetty  
6-152Naidu Quarters,  
Gopalapatnam,  
Visakhapatnam-530027,  
Andhra Pradesh.  
Tel# 91-6305783934

Dear Prudhvi Raju Polamarasetty,

**Sub: Letter of Offer**

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

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**TCSL/CT20192640607**

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Decorum Park, No. 1, Software Units Layout, Madhavaram, Hyderabad-500 011 India  
Tel: 91 40 6057 2010 Fax: 91 40 6057 2222 Website: www.tcs.com  
Registered Office: Normal Building, 9th Floor, Madhavaram Point, Madhavaram-400 021  
TCS Careers: [www.tcs.com](http://www.tcs.com) Email: [careers@tcs.com](mailto:careers@tcs.com)





**Offer: Computer Consultancy**  
**Ref: TCSL/DT20195161689/Hyderabad**  
**Date: 11/01/2021**

Ms. Navya Sai Reddy  
Ft.No:203,Kakatiya ResidencyVellamelli Stage,  
Sai Krishna Fuel Point,  
Tadepalligudem-534101,  
Andhra Pradesh.  
Tel# -

Dear Navya Sai Reddy,

**Sub: Letter of Offer**

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

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

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**Tata Consultancy Services Limited**

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Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Narval Building, 9th Floor, Narunan Point, Mumbai 400 021  
TCS Career Services: 1 800 209 3111 Email: careers@tcs.com



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Date:04-Aug-2021

Balaji Kanaka Sai Kumar Relangi  
C9848484

DRNO. 19-229, Swathantranagar, Madhurawada  
7207709032

Dear Balaji Kanaka Sai Kumar Relangi,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

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- Annexure II for the documentation to be submitted by you
- Terms of Employment

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Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: af929200-06ec-4f3a-acbb-92faeff4efef\_1  
Signed By: Mahesh Vasudeo Zurale



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Date:25-Jun-2021

Satyanarayana Manoj Samudrala  
C9679404

13/14,Sai ram krishna Nagar,Jammu Narayana puram (Rural),Vizianagaram

8639314583

Dear Satyanarayana Manoj Samudrala,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

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Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: 30654715-2617-4656-81fc-ae24456df6df\_1  
Signed By: Mahesh Vasudeo Zurale



HRD/3T/21-22/1001719558

July 26, 2021

Ms. Talagadadeevi Pooja  
Candidate ID: 1001719558  
9/33, Ravinagar  
Naidathotha Visakhapatnam  
Vishakhapatnam - 530047  
Andhra Pradesh  
India  
Ph: (91) 70755 44979

Dear Talagadadeevi,

**SUB: LETTER OF INTENT TO HIRE**

**Congratulations!** Further to your application for Employment with Infosys Limited ('Company') and the subsequent selection process, we are delighted to communicate to you our intent to make you an offer for the position of **Systems Engineer** in Job Level 3 with the company. Your DoJ is **October 4, 2021** and you will receive the Letter of Appointment with all the elaborates soon.

This letter of intent would be superseded by a formal employment contract. The employment contract will detail out the scope, terms and conditions of your employment with the company, break up of your salary, proposed location of posting, date of joining etc.

Please be advised that our offer to you will be conditional upon you having successfully completed your graduation / post-graduation qualification and having completed all course requirements and examinations required for the award of the educational qualification mentioned by you in your application for employment with the Company. You are required to submit all marks sheets and other relevant documents (if any), on the day you join the Company. Further, you should have been declared as passed by the relevant examination authority. Please note that the determination of the adequacy or authenticity of all or any of the proofs and any condoning delay in submission of the same will be at the Company's absolute and sole discretion.

Should you meet the conditions of employment, your **Total Gross Salary** includes a Performance Incentive and will be **INR 360000** per annum. The complete breakdown of the compensation and increment will be provided in the Letter of Appointment.

This is a letter of intent only. It is not intended to be, and shall not constitute in any way a binding or legal agreement, or impose any legal obligation or duty on either you or the Company. Should you have any questions regarding the above, please do not hesitate to write to us at [offer\\_update@infosys.com](mailto:offer_update@infosys.com).

Welcome to Infosys Ltd. We are confident you will be able to make a significant contribution to the success of Infosys Limited. We wish you a long, rewarding and fulfilling career and look forward to working with you.

Yours sincerely,

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



317126512053



To,

**Name :** Ramya Tallapudi

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Ramya Tallapudi,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.

- The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
  - Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
  - Post onboarding/joining Accenture, and after the induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
  - On successful completion of the program and clearance of the Technology fundamental



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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192653340/Hyderabad**  
**Date: 31/10/2020**

Mr. Sai Sumanth Vaddi  
Door No :30-4-10/5 , Krishnagardens , Dabagardens , Visakhapatnam,  
Behind Bsnl Office,  
Visakhapatnam-530020,  
Andhra Pradesh,  
Tel# 91-9052938659

Dear Sai Sumanth Vaddi,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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**TCSL/CT20192653340**

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No.1, Software Units Layout, Madhapur, Hyderabad-500 081 India  
Tel: 91-40-6657-7000 Fax: 91-40-6657-7272 Website: www.tcs.com  
Registered Office: Nimra Building, 9th Floor, Nariman Point, Mumbai-400 021  
TCS Careers Service Line: 1800-201-311 E-mail: careers@tcs.com



Strictly Private and Confidential

Date:02-Jul-2021

Suhruth Veerni  
C9707705

58-11-127/5, flat no. S1, friends enclave, old karasa, NAD x roads, visakhapatnam  
9347436472

Dear Suhruth Veerni,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: e5d09f1b-9440-4b45-b251-4d6bfe435efb\_1  
Signed By: Mahesh Vasudeo Zurale





58

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192640529/Hyderabad**  
**Date: 11/01/2021**

Mr. Varshith Vuddavolu  
Plot No 01, Upstairs P.R. Colony,  
Behind Puvvada School Playground,  
Vizianagaram-535002,  
Andhra Pradesh.  
Tel# 91-8897120201

Dear Varshith Vuddavolu,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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**TCSL/CT20192640529**

1

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

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

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

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

TCS Career Services: Toll-free: 1800 209 3111 Email: careers@tcs.com





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**Offer: Computer Consultancy**  
**Ref: TCSL/DT20195161500/Hyderabad**  
**Date: 11/01/2021**

Ms. Malathi Yarrarapu  
8-1-120Gajuwaka,  
Jogavanipalem,  
Vishakhapatnam-530026,  
Andhra Pradesh.  
Tel# 91-9000818690

Dear Malathi Yarrarapu,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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*Y. Malathi*

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**TCSL/DT20195161500**

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**Tata Consultancy Services Limited**

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Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com

**Kairos**

Ref # KTV202106/276



L01

Date: 28<sup>th</sup> June 2021

To,  
Mr. Krovvidi Siva Rama Praveen,  
S/o K.V.S.S. Ramachandra Rao,  
Plot No. - 4, D.No: 126-47,  
Near Nukambika Temple, Port Colony,  
RK Township, Kasimkota,  
Visakhapatnam - 531 031.  
Email: [praveenkrovvidi8@gmail.com](mailto:praveenkrovvidi8@gmail.com)  
Mob: 90009 51382.

**Internship Offer Letter**

Dear Mr. Krovvidi Siva Rama Praveen,

We would like to congratulate you on being selected for the Internship Program with Kairos Technologies Pvt. Ltd., effective **1<sup>st</sup> July 2021**. We are excited that you will be joining our team at our Visakhapatnam Office on **1<sup>st</sup> July 2021**.

As we discussed during the interview process, you are expected to provide 40 hours per week during the academic internship program. You will report directly to Mr. Shashidhar, at our Office in Visakhapatnam. As you will be receiving academic credit for this position, you will be paid only a stipend of **Rs. 8,000/-** (Rupees Eight Thousands Only) per month with applicable TDS deduction and will not receive any other benefits for the internship program.

Your employment with Kairos Technologies would be confirmed upon reviewing your performance and contribution after 3 months from the start date of your Internship Program and you are intended to serve for the company for a minimum period of 18 months from the date your employment confirmation.

This internship is viewed by Kairos Technologies Pvt. Ltd. as being an educational opportunity for you, rather than a part-time job. As such, your internship will include training/orientation and focus primarily on learning and developing new skills and gaining a deeper understanding of concepts through hands-on application of the knowledge you learned in class.

Congratulations you once again and we look forward to work with you.

For Kairos Technologies Pvt. Ltd.

*Pankaj Polepalli*

Pankaj K Polepalli,  
HR Manager.

KAIROS TECHNOLOGIES PVT. LTD.

Address: Plot #260, Krishna APure, Kavuri Hills, Hyderabad 500 081  
Phone: +91 40 40180999, Email: [info@kairostech.com](mailto:info@kairostech.com)



L04

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192646464/Hyderabad**  
**Date: 11/01/2021**

Ms. Pravallika Karanam  
4-11 Ramalayam Sreet,  
Marturu,  
Visakhapatnam-531032,  
Andhra Pradesh.  
Tel# 91-8790639429

Dear Pravallika Karanam,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT) Unit**, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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**TCSL/CT20192646464**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nirmal Point, Madhapur 400 021  
TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com



**HYUNDAI  
MOBIS**

**Mobis India Limited**

(Unit-2) Mobis Technical Centre of India  
7th & 8th Floor (Part) of Building No : 12B  
Sardar Properties Ltd. ITATS 6E2, Mindspace  
Madhapur Village, Serilingampally (M), R.R. Dist.,  
Hyderabad - 500 081, Telangana State - INDIA  
www.mobis.co.kr/eng  
Tel + 91 - 40 - 57203000 Fax + 91 - 40 - 57203099

MTC/HR/Offer/11-June-21

Mr. Chilakamarrri Sri Venkata Seshasai Upendra,  
Anil Neerukonda Institute of Technology & Sciences,  
Vishakapatnam, Andhra Pradesh.

Offer Letter

Dear Upendra,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with MOBIS. We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of **Graduate Engineer Trainee (GET)** with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on **02<sup>nd</sup> August 2021, Monday**.

Your Cost to company will be **INR 4,60,000/-** per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.

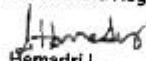
Your employment will be governed by the rules, regulations and policies of the Company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party. The detailed letter of Appointment will be issued to you on the date of joining.

We request you to send your acceptance of the offer letter by signing on this copy and send it through email on or before **18<sup>th</sup> June 2021, Wednesday**.

Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

We are looking forward to see you soon.

Thanks and Regards,

  
Hemadri.L  
General Manager -HR  
MOBIS India Ltd.

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

\_\_\_\_\_  
Candidate Name in Capital Letter

\_\_\_\_\_  
Date & Signature

Page | 1





HRD/1001721572/21-22

Ms. Kuppannagari Sai Durga Charishma Patnaik  
58-14-98/2, Hig-22, S.V Enclave,  
Marripalem Vuda Layout  
Vishakhapatnam-530009  
India

Ph: +91-7730054672

Dear Kuppannagari Sai,

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 **09-Aug-2021**.

**Location**

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

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

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

**Training**

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



Strictly Private and Confidential

Date:24-Jun-2021

Haritha Moturu  
C9675065

door no:36-91-10, Ravindra Nagar, Kancharapalem, Visakhapatnam  
7337082152

Dear Haritha Moturu,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 5.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

*M. Haritha*  
candidate's Signature

Reference Id: c3ab803e-e0b8-4c47-b51d-ebf7f14fa698\_1  
Signed By: Mahesh Vasudeo Zurale

L-08



Strictly Private and Confidential

Date:05-Jul-2021

Abhishek Raavi  
C9721267

Door No 44-29-6/1Kanakarao veedhiRailway new colonyVisakhapatnam  
9666015457

Dear Abhishek Raavi,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

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Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: 8d69d08d-747d-48ed-9e89-52dfa77eab1e\_1  
Signed By: Mahesh Vasudeo Zurale



Log

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192641017/Hyderabad**  
**Date: 11/01/2021**

Mr. J V Sai Teja Anisetty  
1-145Sivalayam Road,  
Near Panchayathi,  
Razole-533242,  
Andhra Pradesh,  
Tel# 91-8096837739

Dear J V Sai Teja Anisetty,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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**TCSL/CT20192641017**

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

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

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

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

TCS Career Services: 1800 209 3111 Email: careers@tcs.com





Lincoln Tech Pvt. Ltd.  
SVR Elite, Flat No.101, Mithilapur  
Vuda Colony, Madhurawada,  
Visakhapatnam,  
Andhra Pradesh, India-530041  
☎ +91 70010 46373  
e-mail: hr@lincolntech.com

318126512L11

## Offer of Appointment

Date: 27<sup>th</sup> July 2021.

**Dear Ms. Saroja Sneha Raghupatruni,**

**Congratulations!!**

Warm Welcome to Lincoln Tech Pvt. Ltd.!!

As discussed, we are glad to offer you a **Software Intern** position in our organization, subject to the following terms and conditions.

1. Your date of appointment will be effective from **2<sup>nd</sup> of August 2021**. Your job scope will be determined by the Company or its Client on the appointment in which you are engaged.  
  
You will be on probation for 3 months from the date of your joining. Your performance and pay will be reviewed thereafter. The probation period may be further extended, at the discretion of the Company. After the successful completion of the probationary period, your appointment will be confirmed, subject to your satisfactory performance.
2. **Place of Work: Visakhapatnam**
3. **Work hours:** The Employee should work on all working days, from *Monday – Friday (10:00 am to 7:00 pm)*. The Management has the right to change the working hours in the interest of the organization and the Employee should bind for the same.
4. You may be required to be transferred, at the sole discretion of the Company, at any time to any other location in India/abroad, department/section, establishment, or branch of the Company or subsidiary/associate/affiliate of the Company. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, etc.

### **SALARY & BENEFITS**

1. This will be an unpaid internship, whereas after three months basing on your performance your position will be converted as full time and will be offered **INR 1,20,000 LPA**
2. Your salary will be reviewed periodically as per company policy.
3. The changes in your compensation are discretionary and will be subject to your satisfactory performance.
4. Upon requirement, you may need to travel to the Client location. In such case, the company will bear the visa, free accommodation, and local travel expenses.

### **LEAVES**

You are entitled to 12 days annual leaves including medical in each calendar year, which starts from 1st January to 31st December.

If your employment commences or terminates halfway through the calendar year, your annual leave entitlement during that year will be assessed on a pro-rata basis and deductions from final salary due



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Date:25-Jun-2021

Pasyanthi Padma Malini Abothu  
C9679429

Krishna Bazar, Near: Muslim shadhikhana function hall, doorno:24-3-71,Narsipatnam  
9177090059

Dear Pasyanthi Padma Malini Abothu,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

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Version 2.1 (Feb 2021)

1

*A.P.P. Malini*  
candidate's Signature

Reference Id: 756584d4-008a-4c99-a450-815d8ff36026\_1  
Signed By: Mahesh Vasudeo Zurale

62



Strictly Private and Confidential

Date:05-Jul-2021

Surya Venkata Ramya Raghuvu Alamuru  
C9721255

DOOR NO 55-9-1/135, BLOCK-E, FLAT.NO-203, JEEVAN VISAKHA APARTMENTS, M.M.T.C.COLONY,  
SEETHAMMADHARA, VISAKHAPATNAM, ANDHRA PRADESH, INDIA, 530022.

8919941164

Dear Surya Venkata Ramya Raghuvu Alamuru,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

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Reference Id: aaa8a28c-6b60-4f25-83fa-abc2c364367f\_1  
Signed By: Mahesh Vasudeo Zurale





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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203294891/Hyderabad**  
**Date: 11/01/2021**

Mr. Dinesh Alla  
12-188-2Gundala Street,  
Anakapalli,  
Anakapalli-531001,  
Andhra Pradesh.  
Tel# 91-8897140369

Dear Dinesh Alla,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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1

**TATA CONSULTANCY SERVICES**

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Deccanpark, No.1 Software Units Layout, Madhapur - Hyderabad 500 081 India  
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Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com





61

Strictly Private and Confidential

Date:05-Jul-2021

**Benhar Kumar Gorji**  
**C9721258**

5-28-30/1,Thokada,near patashala,autonagar,visakahaptnam  
7032535289

Dear **Benhar Kumar Gorji**,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: ad2fc532-1b61-41c9-a774-0f16db1b24eb\_1  
Signed By: Mahesh Vasudeo Zurale



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Date:05-Jul-2021

To

Budda Sri Harsha  
INDIA

Dear Budda Sri Harsha,

Sub: Offer of Training and Employment

1. This has reference to the selection process for employment opportunity at Mindtree in the campus of Kalinga.
2. We take pleasure in informing you that you have been selected for appointment in Mindtree as an JUNIOR ENGINEER in the Salary Grade C subject to the following terms and conditions.

2.1. a) You should complete the Degree which you are now pursuing without any backlog (subjects where you have not obtained the passing marks) at the time of joining

b) Secure 60% aggregate in the degree. Aggregate is calculated as follows:

$$\text{Aggregate} = \frac{\text{(Total of marks obtained in all the subjects from the first to last semester)}}{\text{(Total of maximum marks in all the subjects from first to last semester)}}$$

$$\text{Aggregate \%} = \text{Aggregate} * 100$$

c) Provide a copy of the degree certificate or provisional degree certificate along with mark sheets of all semesters on your day of joining.

2.2. You shall initially undergo training at Mindtree, Kalinga, Bhubaneswar, Odisha and undergo Orchard Learning Programme conducted by Mindtree, Kalinga which helps you to transition to the Corporate world of technology solutions. The details of the programme are provided separately.

2.3. Your joining location would be Mindtree Kalinga, Bhubaneswar and joining date would be communicated in subsequent mails.

*B. Sri Harsha*  
Budda Sri Harsha

Mindtree Ltd T + 91 80 6786 4000  
RVCE Post, Mysore Road F + 91 80 6786 4100  
Bangalore 560 059 W www.mindtree.com

Candidate No: TN/8002053/21

1



HRD/3T/1001717444/21-22

Mr. Chellingi Sathya Venkata Sai  
3-204/1, Church Road  
Magatapalli, Mamidikuduru Mandal, East Godavari District  
Amalapuram-533248  
India

Ph: +91-8897115568

Dear Chellingi Sathya,

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: 2021.07.19 05:37:47 +05'30'  
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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HRD/1001728734/21-22

Mr. Desalanka Sri Satya Dharma Teja  
257  
Lalbahadur Nagar  
Kakinada-533003  
India

Ph: +91-9949459755

Dear Desalanka,

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 **09-Aug-2021**.

**Location**

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

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

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

**Training**

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





**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203489866/Hyderabad**  
**Date: 11/01/2021**

Ms. Shanmukha Naga Hari Priya Gangiseti  
1-47,  
Near Ricemill,  
West Godavari District-534302,  
Andhra Pradesh.  
Tel# -9581398824

Dear Shanmukha Naga Hari Priya Gangiseti,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT) Unit**, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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**TCSL/CT20203489866**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No.1, Software Unit, Layout, Madhapur, Hyderabad 500 081, India  
Tel: +91 40 6667 2000 Fax: +91 40 6667 2222 Website: www.tcs.com  
Registered Office: Narmad Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Career Services Helpline: 1800 209 3111 E-mail: careers@tcs.com



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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192640479/Hyderabad**  
**Date: 11/01/2021**

Ms. Anusha Godi  
29-44-33/9Dhobi Colony,  
Dabagardens,  
Visakhapatnam-530020,  
Andhra Pradesh.  
Tel# 91-9030903467

Dear Anusha Godi,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

**TCS Confidential**  
**TCSL/CT20192640479**

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No.1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Narmada Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Service Line: 1800 209 5111 Email: careers@tcs.com



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Date: 27<sup>th</sup> May 2021

Name : Gobi bapanayya harish

Address : Sri Gobhi Srinivasaram, 5/12/87 GVARA  
Boorulanpeta near MRO office  
Vizianagaram Andhra Pradesh 535001

Conditional Letter of Intent – Graduate Engineer Trainee

Dear Gobi bapanayya harish,

With reference to your application and subsequent interview you had with us, we intend to make an conditional offer of employment to you with **Infinite Computer Solutions** for the position of **Graduate Engineering Trainee** and on subsequent completion of your engineering graduation with no backlogs, you would be appointed as **Associate Software Engineer (ASE)** with a CTC of **3.5 Lakh per Annum**.

The broad terms and conditions of your employment is mentioned below:

- Upon joining your base location will be either Bangalore/Chennai, however, should be open to work in any locations of Infinite including its client locations.
- You should be open for working in any role in software services/ product development like Development or Testing, Business Analysis etc.,
- You will undergo an internship program for 3 - 6 months (may change, depending on the business requirement) at Infinite with effect from **9<sup>th</sup> June 2021**.
- During the internship program, you will be designated as "**Graduate Engineering Trainee**" and offered a stipend of **INR 14000** per month (inclusive of TDS).
- Upon completion of your internship /exams, you will be designated as "**Associate Software Engineer**".
- You would be required to sign a service agreement for a period of **36 months** from the start date of the internship program. If you leave the organization before the completion of the agreement period then you will have to pay penalty amount towards early exit, totaling to the amount invested by the organization on your training and skills development as mentioned in the Service Agreement.
- You would be required to submit 2 undated cheque leaves of INR 1.5 lakh each from your personal/ Infinite salary account and original educational documents as per the service agreement. The same will be returned on completion of service agreement period.

On the day of your reporting, you are required to submit the following documents

1. Original documents (SSLC, PUC Marksheet, Degree/ Graduation Marks cards)
2. Photocopy of the above documents.
3. Documentary evidence of date of birth, address proof, ID proof (PAN, Passport, Aadhar Card)
4. Four passport size colored photographs
5. Copy of updated resume

The compensation structure and other terms and conditions of your employment would be as per the Appointment letter that would be issued to you on completion of Internship period.

For Infinite Computer Solutions India Ltd.

**Vijaya Ganugapati**  
Vice President - Human Resources

Please confirm that you have read, understood and agree to the above Terms of Employment by signing below

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Infinite Computer Solutions (India) Limited  
e-mail: info@infinite.com  
DN : L72200DL1999PLC173077

www.infinite.com info@infinite.com

Corporate Office  
15/7 EPIP Zone, Phase 2, Hunderahalli  
Whitefield, Bangalore - 560066

+91 80 4183 0000 +91 80 4193 0000

Registered Office  
155, Sindhu Chambers - II, 9  
Bhikai Cama Place, New Delhi - 110086

+91 11 4615 0845 +91 80 4615 0830



317126512078  
A

SASKEN

Warm Welcome

Mr Grandhi Ramesh  
Applicant ID : 283567  
Visakhapatnam, Andhra Pradesh - 530004

03/08/2021

Sub: Letter of Appointment

Dear Mr Grandhi Ramesh

We are pleased to make an offer of employment on behalf of Sasken Technologies Limited (formerly known as Sasken Communication Technologies Ltd) (hereinafter referred to as 'Sasken' or the 'Company' as the context may require), on the following terms and conditions:

**Designation: ASSOCIATE SOFTWARE ENGINEER**

**Band: Graduate Trainee**

**Date of Joining :04 Aug 2021**

**Location: Bangalore**

You will be reporting to Mr V Madhusudana D Rao , Program Manager

**Total Compensation:** Your Total Compensation will be Rs. 370258.00 per annum. The salary structure is described in the Salary Stack Up Sheet (Annexure-1).For the relocation benefits you are entitled to refer Annexure-2.

Your individual remuneration is a confidential matter purely between yourself and the company and has been arrived at based on the role/job, skill specific background and professional merit. We expect you to maintain this information and any changes made therein from time to time as personal and confidential.

**Other Benefits:** You will be eligible for the following:

1. Leave, holidays and working hours as applicable to your category of employees and location of posting.
2. Perquisites, if any, as applicable to your category of employees and/ or based on functional requirements as determined by the company
3. Group Medical Insurance coverage, Group Personal Accident and Life Insurance coverage. Sasken encourages all employees to opt for Sasken Mediclaim Policy mandatorily. We also encourage employees to ensure that they have their immediate family covered under the policy. Employees may be allowed to opt out of the insurance cover for themselves, if they provide proof of their coverage

V283567\_1.0

Sasken Technologies Ltd  
139/25, Domlur, Ring Road, Bangalore 560071, India  
Tel: +91.80 6684 3000 Fax: +91.80 2633 1133  
www.sasken.com

RECTPR V17.0

G Ramesh





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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192654131/Hyderabad**  
**Date: 11/01/2021**

Mr. Sanjaybhargav Gullipalli  
Plot No 113,  
Kamakshi Nagar,  
Vizianagaram-535003,  
Andhra Pradesh.  
Tel# -

Dear Sanjaybhargav Gullipalli,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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**TCSL/CT20192654131**

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No.1 Software Units Layout, Madhapur, Hyderabad 500 081, India.  
Tel: 91 40 6657 2000 Fax: 91 40 6657 2222 Website: www.tcs.com  
Registered Office: Near at 16, Olding, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Career Services: 1800 209 4111 Email: careers@tcs.com



**APPOINTMENT LETTER**

June 3, 2021

Dear K SNEHA,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

**1. Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any



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Date: May 05, 2021

Dear Gayatri Sirisha,

**Congratulations!** We are pleased to make you an offer to join Prolifics Corporation Private Ltd. (herein after referred as "Company" or "Prolifics") You will be designated as **Trainee Software Engineer** under the cadre of **T1** and you are expected to join Prolifics on OR before **July 19, 2021**.

**Compensation:**

1. **Fixed Compensation:** Your Annual Gross Compensation for the year, which is inclusive of Basic Salary and other Compensation, is **Rs.300,000 per annum**.

Your association and employment will be governed by the various employee related policies and guidelines of the organization.

**Work Location** — You will be based in **Hyderabad or Pune** but the Company may require you to work at any of its locations and its subsidiary locations OR on customer sites, within OR outside India. The corporate HR function work out of **Prolifics Corporation Private Ltd., 14th Floor, Raheja Mindspace Hitech City Madhapur, Hyderabad – 500081, Telangana, India**

**Relocation:** Not Applicable

**Probation:** On joining you will be on probation for a period of 3 months, extendable based on performance at the discretion of the reporting manager.

**Notice Period/Termination during probation period** - Your services in this Company may be terminated by giving you 1 month notice in writing, or by paying you 1 month basic pay in lieu thereof. You would be required to give 1 month notice if you want to resign from the services of the company during your probation period.

**Notice Period/Termination after completion of probation period** - Your services in this Company may be terminated by giving you 3 months' notice in writing, or by paying you 3 months basic pay in lieu thereof. You would be required to give 3 months' notice if you want to resign from the services of the company.



Strictly Private and Confidential

Date:07-Jul-2021

Sahithi Kolla  
C9726866

4/100/a, Main road, Srungavarapukota Mandal, Dharmavaram, Vizianagaram dist.  
7660954328

Dear Sahithi Kolla,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

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candidate's Signature

Reference Id: b79d4bac-5afd-431b-8230-c3ad3aabc6d8\_1  
Signed By: Mahesh Vasudeo Zurale





Strictly Private and Confidential

Date:05-Jul-2021

Kausal Kondadadi  
C9721271

MIG-170,A.P.H.B COLONY,OPP Z.P,SRIKAKULAM,ANDHRA PRADESH,532001

9493905746

Dear Kausal Kondadadi,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 85% and above or 8.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

Recruiter's Signature

Reference Id: b5c56714-b217-4494-8fa9-787529a18ef5\_1  
Signed By: Mahesh Vasudeo Zurale



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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203122329/Hyderabad**  
**Date: 11/01/2021**

Mr. Sai Kiran Korla  
13-3-250 Rotary Nagar, Kasibugga,  
Beside Iiti College,  
Palasa-532222,  
Andhra Pradesh.  
Tel# 91-8919817108

Dear Sai Kiran Korla,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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**TCSL/CT20203122329**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No. 1, Software Units Layout, Madhapur, Hyderabad-500081 India  
Tel: 91 40 66 67 2000 Fax: 91 40 66 67 2222 Website: www.tcs.com  
Registered Office: 7th Floor, Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Career Services Office: 1800 200 5111 Email: careers@tcs.com



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Date:23-Jul-2021

Laxmipriya Madina  
C9804743

1-115, Peddaveedhi, Lakhidasapuram, Nandigam mandalam, Srikakulam district  
7013324312

Dear Laxmipriya Madina,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology Center, India as per the below terms and conditions.

**Job Profile - Application Development Analyst**

**Management level – 11**

**Job Family Group - Software Engineering**



Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA or above, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. you understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture. As well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria. up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, you are not meeting the eligibility criteria / any misrepresentation at your end.

Version 6.1 Mar 2021

1

Candidate's Signature

Reference Id: 9f0a4410-1aec-4c29-825d-62530ddfd4e4\_1  
Signed By: Mahesh Vasudeo Zurale

317126512088



## Wipro Campus Update\_LOI

1 message

Campus HR Team <wipro+email+14aq8-5f32069a28@talent.icims.com>  
Reply to: Campus HR Team <wipro+email+14aq8-5f32069a28@talent.icims.com>  
To: nagapujitha.2017.ece@anits.edu.in

Thu 6 May 2021 at 13:35

May 6, 2021

Dear MUMMIDIVARAPU PUJITHA ,  
Resume Number - 20923058

Based on our discussions with you, we would like to inform you of our intent to offer you the role of **Project Engineer** which will be in Career Band **TRB-II** of the organization.

The salary stack for this role is detailed below. Do reach out to us should you have any clarifications.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
<b>Total Fixed Cash</b>	<b>24,688</b>
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
<b>Total Fixed Compensation</b>	<b>27,108</b>
<b>Other Compensation Benefits</b>	
Health benefit (Medical)	600
<b>Variable Pay</b>	
Target Variable Pay	1,459
<b>Target Cost to Company per month</b>	<b>29,167</b>
<b>Total Cost to Company per annum</b>	<b>3,50,004</b>

Kindly note this letter of intent shall be followed by a letter of appointment from us.

Please confirm your interest to receive offer of appointment by clicking on this link [Click to Complete](#) and accepting the contents of this communication within 15 calendar days. Your confirmation of interest is a precondition to the issuance of offer of appointment.

Yours sincerely,  
For Wipro Limited,





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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203207880/Hyderabad**  
**Date: 11/01/2021**

Ms. Himaja Maruvada  
Flat No Ff2,Vigneswara Apartments-1,Behind Msm School ,Nggo'S Colony,Pr GardensBehind Msm Schoo  
Nggo'S Colony Pr Gardens,  
Visakhapatnam-530007,  
Andhra Pradesh.  
Tel# 91-9542716135

Dear Himaja Maruvada,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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**TCSL/CT20203207880**

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

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

Tel: 91 40 6657 2000 Fax: 91 40 6657 2222 Website: www.tcs.com

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

TCS Career Service Line: 1800 294 3344 Email: careers@tcs.com

Roll No :- 31-1126512090

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July 19, 2021

HRD/3T/1001727495/21-22

Ms. Meghana Pusapati  
Dno.10-16-14, Tf-2  
Saiprasad Enclave, Road No.7, Pm Palem  
Vishakhapatnam-530041  
India

Ph: +91-7093512366

Dear Meghana,

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: 2021.07.19 12:32:56 IST  
Reason: Digitally Signed  
Location: Bangalore

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

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Date:07-Jul-2021

Mortha Ashasumitra  
C9726867

S.C.COLONY AGENCY LAXMIPURAM(K.D.PETA) GOLUGONDA MANDAL VISAKHAPATNAM DIST  
8985157113

Dear Mortha Ashasumitra,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: 636f7291-4132-4a37-80bb-a963861c6f2d\_1  
Signed By: Mahesh Vasudeo Zurale



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Date:06-Jul-2021

Roshini Nanneti  
C9721256

65-3-503, Ex-servicemen colony, Malkapuram, Visakhapatnam

9121099081

Dear Roshini Nanneti,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: ed65c6b4-1532-48d1-a5bf-130db1b91243\_1  
Signed By: Mahesh Vasudeo Zurale





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**Offer: Computer Consultancy**  
**Ref: TC SL/CT20192640418/Hyderabad**  
**Date: 11/01/2021**

Mr. Srinivas Teja Parupudi  
20-2-42Lanka Street,  
Back Side Of Old Ramalayam,  
Vizianagaram-535002,  
Andhra Pradesh.  
Tel# 91-9440114451

Dear Srinivas Teja Parupudi,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be ₹3,36,877/- per annum. as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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TC SL/CT20192640418

TCS

1  
A handwritten signature in black ink, appearing to read 'Srinivas Teja Parupudi', with a small '1' written above it.



100

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192643318/Hyderabad**  
**Date: 11/01/2021**

Mr. Pavan Kumar Peela  
33-19-7Peela Vari Street,  
Allipuram,  
Visakhapatnam-530004,  
Andhra Pradesh.  
Tel# 91-9492202829

Dear Pavan Kumar Peela,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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TCSL/CT20192643318

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



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Date:26-Jun-2021

Manjusha Pentakota  
C9686779

D.no.:14-4-4/2/1; Bhanoji thota, B.C. Road, New gajuwaka  
9381583428

Dear Manjusha Pentakota,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: aeb92284-ffdd-48d5-91f2-30f2eda5e928\_1  
Signed By: Mahesh Vasudeo Zurale





**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203486812/Hyderabad**  
**Date: 11/01/2021**

Ms Suhasini Perugu  
Flat No 305 , Adusha Towers Santhipuram,  
Sankaramatam Road,  
Vishakapatnam-530016,  
Andhra Pradesh,  
Tel# 91-9248603731

Dear Suhasini Perugu,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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**TCSL/CT20203486812**

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Tel: +91 40 6672 2000 Fax: +91 40 6672 2222 Website: www.tcs.com

Registered Office: Narimanhalli, 9th Floor, Nariman Point, Mumbai-400 031

TCS Career Services: 1800 209 4143 Email: careers@tcs.com





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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203469248/Hyderabad**  
**Date: 25/06/2021**

Ms. Kusuma Kumari Pilla  
2-64,Asr Nagar,Pedatativada,Denkada Mandal,VizianagaramAsr Nagar,  
Pedatativada,  
Vizianagaram-535006,  
Andhra Pradesh.  
Tel# 91-9849690305

Dear Kusuma Kumari Pilla,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a role in the **TCS Digital (TCS Digital)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹7,00,022/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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**TCSL/CT20203469248**

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**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

Deccanpark, No.1 Software Units Layout, Marthapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Narayana Point, Mumbai 400 021  
TCS Care: Toll-free: 1800 200 4111 Email: [care@tcs.com](mailto:care@tcs.com)



104

**Offer: Computer Consultancy**  
**Ref: TCSSL/CT20192643435/Hyderabad**  
**Date: 11/01/2021**

Mr. Vinay Sai Rajapu  
Plot No 4158th Lane,  
Pn Colony,  
Srikakulam-532005,  
Andhra Pradesh.  
Tel# 91-9441114973

Dear Vinay Sai Rajapu,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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**TCSSL/CT20192643435**

**TATA CONSULTANCY SERVICES**  
**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nandal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Career Service line: 1800 209 3111 Email: careers@tcs.com

317126512107

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Navigate your next  
July 19, 2021

HRD/3T/1001723554/21-22

Mr. Sadanala Tanishq Venkata Satya Sri Pavan  
17380  
Besides TSR function hall, nakkapalli  
Vishakhapatnam-531081  
India

Ph: +91-9885514784

Dear Sadanala Tanishq,

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

Digitally signed by Richard Lobo  
victoria\_lobos@infosys.com  
Digitally signed by Richard Lobo  
Date: 2021.07.19 13:12:08 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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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192641095/Hyderabad**  
**Date: 11/01/2021**

Mr. Gana Venkatesh Saragadam  
45-33-48/ASangam Office,  
Akkayyapalem,  
Visakhapatnam-530016,  
Andhra Pradesh.  
Tel# 91-7569667475

Dear Gana Venkatesh Saragadam,

**Sub: Letter of Offer**

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 7,00,022/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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**TCSL/CT20192641095**

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**TATA CONSULTANCY SERVICES**  
**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com





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**Infosys Campus Recruitment Program: Congratulations! You have a job offer**

1 message

Infosys Freshers Recruitment <Talent.Acquisition@Infosys.com>  
To: hruthika.2017.ece@anits.edu.in <hruthika.2017.ece@anits.edu.in>

Mon, 5 Jul 2021 at 11:48 am



Dear Saripalli Hruthika,

Thank you for participating in the Infosys Campus Recruitment Program for 2020-21.

**Congratulations! You have cleared the interview round to receive a final job offer for Digital Specialist Engineer role. The compensation for this role is INR 5 lakhs per annum.**

Please note, this is a conditional job offer subject to your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please write to us at [Talent.Acquisition@Infosys.com](mailto:Talent.Acquisition@Infosys.com).

You will soon hear from us about the next steps of the process. We look forward to welcoming you into our Infosys family

Best regards,

Talent Acquisition

Infosys



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Date:01-Jul-2021

Srinivasa Ravi Teja Somanathi  
C9707711

D.No.50-78-2/1/2, Naidu Street, Seethammapeta, Visakhapatnam  
7306203499

Dear Srinivasa Ravi Teja Somanathi,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: 70d8f6af-f34a-4240-b875-03655952c1cc\_1  
Signed By: Mahesh Vasudeo Zurale

Roll no:- 317126512113

HRD/3T/1001727827/21-22

**Infosys**  
Navigate your next  
July 16, 2021

Ms. Lakshmi Naga Sameera Sunkara  
Flat No. S2 Sirisha Towers, Lane opposite Krishna College gate  
HB Colony road, Maddilapalem  
Vishakhapatnam-530022  
India

Ph: +91-6301297351

Dear Lakshmi Naga Sameera,

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: 2021.07.16 16:05:15 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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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203121030/Hyderabad**  
**Date: 11/01/2021**

Mr. Dheerajkumar Thamminana  
1st Floor Near Akshara Diet College, Rotary Nagar, Kasibugga,  
Govt Iti,  
Palasa-532221,  
Andhra Pradesh.  
Tel# -

Dear Dheerajkumar Thamminana,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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**TCSL/CT20203121030**

**TATA CONSULTANCY SERVICES**  
**Tata Consultancy Services Limited**

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Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Naraina Point, Mumbai-400 021  
TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com

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Date:08-Jul-2021

Abhigna Thota  
C9737757

8-1-72/1/1, Chinmaya Marg, Pedawaltair, Visakhapatnam

9121734670

Dear Abhigna Thota,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: 4b408258-2ab9-4000-80f2-95bf26809d61\_1  
Signed By: Mahesh Vasudeo Zurale



Strictly Private and Confidential

Date:26-Jun-2021

Bharathi Vanjarapu  
C9684457

Flat no.201, Sai Likhith Heritage, Likhith nagar, Venkatapuram, Gopalapatnam, Visakhapatnam  
9182261516

Dear Bharathi Vanjarapu,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: 63b554ab-6f29-4ae4-a643-be47351791d6\_1  
Signed By: Mahesh Vasudeo Zurale

7/31/2021

Ayil Neevukonda Institute of Technology & Sciences Mail - Infosys Campus Recruitment Program: Congratulations! You have a job offer



KEDARISSETTY AMRUTHA 318126512L13 <amrutha.2017.leece@anits.edu.in>

L13

**Infosys Campus Recruitment Program: Congratulations! You have a job offer**

1 message

Infosys Freshers Recruitment <Talent.Acquisition@infosys.com>  
To: "amrutha.2017.leece@anits.edu.in" <amrutha.2017.leece@anits.edu.in>

Mon, Jul 5, 2021 at 11:48 AM



Dear Kedarisetty Amrutha,

Thank you for participating in the Infosys Campus Recruitment Program for 2020-21.

**Congratulations!** You have cleared the interview round to receive a final job offer for Digital Specialist Engineer role. The compensation for this role is INR 5 lakhs per annum.

Please note, this is a conditional job offer subject to your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please write to us at [Talent.Acquisition@infosys.com](mailto:Talent.Acquisition@infosys.com).

You will soon hear from us about the next steps of the process. We look forward to welcoming you into our Infosys family

Best regards,

Talent Acquisition

Infosys

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HRD/1001722528/21-22

Mr. Madaka Bhargav Sai  
9-4-279, Krishna Nagar  
High School Road, Gajuwaka  
Vishakhapatnam-530026  
India

Ph: +91-9347442209

Dear Madaka,

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 **09-Aug-2021**.

**Location**

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

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

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

**Training**

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





APPOINTMENT LETTER

June 4, 2021

Dear **Chunchu Mounika**,

Welcome to Wipro Limited (Company/Wipro<sup>o</sup>) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

**1. Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

**Registered Office:**

**Wipro Limited** T : +91 (80) 2844 0011  
Doddakannelli F : +91 (80) 2844 0054  
Serjapur Road E : info@wipro.com  
Bangalore 560 035 W : wipro.com  
India C : L32102KA1945PLC020800

Page 1

20953272

L17



## Infosys Campus Recruitment Program: Congratulations! You have a job offer

1 message

Infosys Freshers Recruitment <Talent.Acquisition@infosys.com>  
To: avinash.2017.leece@arits.edu.in <avinash.2017.leece@arits.edu.in>

Mon, Jul 5, 2021 at 1:14 PM



Dear Yalamanchili V V Satya Avinash Kumar,

Thank you for participating in the Infosys Campus Recruitment Program for 2020-21.

**Congratulations! You have cleared the interview round to receive a final job offer for Digital Specialist Engineer role. The compensation for this role is INR 5 lakhs per annum.**

Please note, this is a conditional job offer subject to your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please write to us at [Talent.Acquisition@infosys.com](mailto:Talent.Acquisition@infosys.com).

You will soon hear from us about the next steps of the process. We look forward to welcoming you into our Infosys family

Best regards,

Talent Acquisition

Infosys

L18



To,

**Name :** Renuka Yalla

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Renuka Yalla,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
  - The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
    - Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
    - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
    - On successful completion of the program and clearance of the Technology fundamental





Strictly Private and Confidential

Date:23-Jul-2021

Venkata Lakshmi Chikkala  
C9804750

16-30/23, Sai Niranjan Colony, Doggavanipalem, Pendurthi, Visakhapatnam, Andhra Pradesh-531173

8247843949

Dear Venkata Lakshmi Chikkala,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Analyst**

**Management level – 11**

**Job Family Group - Software Engineering**



Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA or above, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. you understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture. As well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria. up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, you are not meeting the eligibility criteria / any misrepresentation at your end.

Version: 6.1 Mar-2021

1

Candidate's Signature

Reference Id: fb034300-d0f4-4c63-b3f9-0baa0f708b4c\_1  
Signed By: Mahesh Vasudeo Zurale





L21

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203244574/Hyderabad**  
**Date: 11/01/2021**

Mr. Jaswanth Chowdary Pavuluri  
24-102-4Gonthivanipalem,  
Adharsha Ground,  
Visakhapatnam-530026,  
Andhra Pradesh.  
Tel# 91-9866699504

Dear Jaswanth Chowdary Pavuluri,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

**TCS Confidential**  
**TCSL/CT20203244574**

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1, Software Units Layout, Madhapur - Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nandanam Point, Marina 400 021  
TCS Career Services Line: 1800 209 8111 Email: careers@tcs.com



L24

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192643311/Hyderabad**  
**Date: 31/10/2020**

Mr. Vijaya Tej Kollepara  
Dno : 8-13-3/1 Supermarket Street,  
Bokkavaripalem,  
Bhimavaram-534201,  
Andhra Pradesh.  
Tel# 91-9640133629

Dear Vijaya Tej Kollepara,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

**TCS Confidential**  
**TCSL/CT20192643311**

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, 9th Floor, Software Units Layout, Madhava, Hyderabad 500 081 India

Tel: 91 40 6677 2000 Fax: 91 40 6677 2272 Website: www.tcs.com

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

TCS Careers: [www.tcs.com](http://www.tcs.com) / 800 209 3111 Email: [careers@tcs.com](mailto:careers@tcs.com)

317126512121



HRD/1001722487/21-22

Mr. Satya Sai Praveen Andra  
Dr.No: 53-20-15/2  
Chaitanyanagar, Maddilapalem,  
Vishakhapatnam-530013  
India

Ph: +91-7995243121

Dear Satya Sai Praveen,

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 **09-Aug-2021**.

#### **Location**

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

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

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

#### **Training**

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





122

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20195162234/Hyderabad**  
**Date: 13/01/2021**

Mr. Pavan Khagesh  
D.No:- 36-27-39Mahath Colony,  
Punjab Hotel,  
Visakhapatnam-530007,  
Andhra Pradesh.  
Tel# 91-8978609423

Dear Pavan Khagesh,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be assigned a role in the **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

**TCS Confidential**  
**TCSL/DT20195162234**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

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

Tel: 91 40 6652 2000 fax: 91 40 667 12272 Website: www.tcs.com

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

TCS Career Site: [www.tcs.com](http://www.tcs.com) Email: [careers@tcs.com](mailto:careers@tcs.com)





123

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203209748/Hyderabad**  
**Date: 11/01/2021**

Mr. Sai Akhilesh Balabolu  
Sf-1, 9-11-7/2/1, Sri Sai Uma PlazaVarma Street,  
Sivajipalem,  
Vizag-530017,  
Andhra Pradesh.  
Tel# 91-9573206724

Dear Sai Akhilesh Balabolu,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

**TCS Confidential**  
**TCSL/CT20203209748**

1

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

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

Tel: 91 40 6647 2000 Fax: 91 40 664 7 2222 Website: www.tcs.com

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

TCS Career Services: 1800 209 3111 Email: careers@tcs.com



**APPOINTMENT LETTER**

June 4, 2021

Dear Bevara Govardhan,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

**1. Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

Registered Office:

**Wipro Limited** T : +91 (80) 2844 0011  
Doddakannelli F : +91 (80) 2844 0054  
Sarjapur Road E : info@wipro.com  
Bengaluru 560 095 W : wipro.com  
India C : L32102KA1945PLC020800

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Infosys®



July 26, 2021

HRD/3T/21-22/1001720856

Mr. LakshmiKanth Boda  
Candidate ID: 1001720856  
Sri Ram Nagar,  
Ayyanapeta  
Vizianagaram - 535003  
Andhra Pradesh  
India  
Ph. (91) 77807 81672

Dear LakshmiKanth,

**SUB: LETTER OF INTENT TO HIRE**

**Congratulations!** Further to your application for Employment with Infosys Limited ('Company') and the subsequent selection process, we are delighted to communicate to you our intent to make you an offer for the position of **Systems Engineer** in Job Level 3 with the company. Your DoJ is **October 4, 2021** and you will receive the Letter of Appointment with all the elaborates soon.

This letter of intent would be superseded by a formal employment contract. The employment contract will detail out the scope, terms and conditions of your employment with the company, break up of your salary, proposed location of posting, date of joining etc.

Please be advised that our offer to you will be conditional upon you having successfully completed your graduation / post-graduation qualification and having completed all course requirements and examinations required for the award of the educational qualification mentioned by you in your application for employment with the Company. You are required to submit all marks sheets and other relevant documents (if any), on the day you join the Company. Further, you should have been declared as passed by the relevant examination authority. Please note that the determination of the adequacy or authenticity of all or any of the proofs and any condoning delay in submission of the same will be at the Company's absolute and sole discretion.

Should you meet the conditions of employment, your **Total Gross Salary** includes a Performance Incentive and will be **INR 360000** per annum. The complete breakdown of the compensation and increment will be provided in the Letter of Appointment.

This is a letter of intent only. It is not intended to be, and shall not constitute in any way a binding or legal agreement, or impose any legal obligation or duty on either you or the Company. Should you have any questions regarding the above, please do not hesitate to write to us at [offer\\_update@infosys.com](mailto:offer_update@infosys.com).

Welcome to Infosys Ltd. We are confident you will be able to make a significant contribution to the success of Infosys Limited. We wish you a long, rewarding and fulfilling career and look forward to working with you.

Yours sincerely,

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



6/4/2021

[https://wipro.idms.com/forms?module=Forms&action=showForm&view=html&form=elc\\_offer\\_letter\\_template&user=21018193&item=684](https://wipro.idms.com/forms?module=Forms&action=showForm&view=html&form=elc_offer_letter_template&user=21018193&item=684)

### APPOINTMENT LETTER

June 4, 2021

Dear Boosa Jnana Chandra Meghana,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

#### **1. Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

#### **2. Compensation:**

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure V. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

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Strictly Private and Confidential

Date:25-Jun-2021

Aakash Borra  
C9679386

D.No.3-4-85, Sugali Colony, Sattenapalle, Guntur Dt.

7993704730

Dear Aakash Borra,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

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candidate's Signature

Reference Id: f0dc3bb1-bb51-4dc5-a9d6-4ec6b68f5ba5\_1  
Signed By: Mahesh Vasudeo Zurale



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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192641134/Hyderabad**  
**Date: 11/01/2021**

Mr. Madhu Babu Buraga  
15-156Ambedkar Nagar,  
Chimakurthy,  
Chimakurthy-523226,  
Andhra Pradesh.  
Tel# -7680977263

Dear Madhu Babu Buraga,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be assigned a role in the **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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**TCSL/CT20192641134**

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No.1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirma Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Career Service Line: 1800 209 4111 Email: careers@tcs.com



HRD/1001714115/21-22

Ms. Chowdari Sandeepthi  
9-1-161/7, Chandrayyapeta Street  
Amadalavalasa (Mandal) Srikakulam(District) Pincode : 532185  
Srikakulam-532185  
India

Ph: +91-9182995496

Dear Chowdari,

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 **09-Aug-2021**.

**Location**

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

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

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

**Training**

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



6/18/2021

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### APPOINTMENT LETTER

June 18, 2021

Dear DODDI VENUSREE,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

#### **1. Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

#### **2. Compensation:**

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure V. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

[https://wipro.icims.com/forms?module=Forms&action=showForm&view=html&form=elite\\_offer\\_letter\\_template&user=20890299&item=533740&token...](https://wipro.icims.com/forms?module=Forms&action=showForm&view=html&form=elite_offer_letter_template&user=20890299&item=533740&token...) 1/11





HRD/1001727513/21-22

Mr. Gedela Rakesh  
6-38-31/A, L.V Nagar  
Gajuwaka  
Vishakhapatnam-530026  
India

Ph: +91-8897808082

Dear Gedela,

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 **09-Aug-2021**.

**Location**

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

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

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

**Training**

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

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**Infosys Campus Recruitment Program: Congratulations! You have a job offer**

1 message

Infosys Freshers Recruitment <Talent.Acquisition@infosys.com>  
To: sarvani.2017.ece@nitls.edu.in <sarvani.2017.ece@nitls.edu.in>

Mon, 5 Jul, 2021 at 12:03 pm



Dear Gembali Sarvani,

Thank you for participating in the Infosys Campus Recruitment Program for 2020-21.

**Congratulations! You have cleared the interview round to receive a final job offer for Digital Specialist Engineer role. The compensation for this role is INR 5 lakhs per annum.**

Please note, this is a conditional job offer subject to your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please write to us at [Talent.Acquisition@infosys.com](mailto:Talent.Acquisition@infosys.com).

You will soon hear from us about the next steps of the process. We look forward to welcoming you into our Infosys family

Best regards,

Talent Acquisition  
Infosys



317126512135

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192643098/Pune**  
**Date: 12/08/2021**

Mr. Vamsi Krishna Gunupuru  
4-2-90Naidu Colony,  
Bobbili,  
Vizianagaram-535558,  
Andhra Pradesh.  
Tel# 91-7989866472

Dear Vamsi Krishna Gunupuru,

**Sub: Letter of Offer**

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

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

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

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

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

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**TCSL/CT20192643098**

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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Registered Office: 100, Naraina Puri, New Delhi - 110028, India  
Toll-free: 1800 103 9999 | Email: [careers@tcs.com](mailto:careers@tcs.com) | [www.tcs.com](http://www.tcs.com)  
Regional Office: 100, Naraina Puri, New Delhi - 110028, India  
TCS Career Services: [www.tcs.com/careers](http://www.tcs.com/careers)





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**Offer: Computer Consultancy**  
**Ref: TCSL/DT20195167675/Hyderabad**  
**Date: 11/01/2021**

Ms. Venkata Lalitha Devi Jampana  
Plot No:-80,G2,Satya Sai EnclaveKalighat Colony,Contonment,  
Vizianagaram,  
Vizianagarm-535003,  
Andhra Pradesh.  
Tel# 91-9542323499

Dear Venkata Lalitha Devi Jampana,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

**TCS Confidential**  
**TCSL/DT20195167675**

**TATA CONSULTANCY SERVICES**  
**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India.  
Tel: 91 40 6667 2000 Fax: 91 40 666 7 2222 Website: www.tcs.com  
Registered Office: Narmal Building, 9th Floor, Narmal Point, Mumbai 400 021  
TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com





HRD/1001715670/21-22

Mr. Jasti meher Pranav  
navya32-2-154, wulife apartments, flat no 202, B block  
sheelanagar, near kims icon hospital  
Vishakhapatnam-530012  
India

Ph: +91-7382970244

Dear Jasti meher,

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 **09-Aug-2021**.

**Location**

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

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

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

**Training**

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



HRD/1001727792/21-22

Ms. Jahnvi Sravya Juttada  
D.No:2-3-22A, Dakkina veedhi, Near masjid, Vizianagaram  
D.No:2-3-22A, Dakkina veedhi, Near masjid, Vizianagaram,  
Vizianagaram-535001  
India

Ph: +91-9505050286

Dear Jahnvi Sravya,

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 **09-Aug-2021**.

#### **Location**

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

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

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

#### **Training**

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



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**Offer: Computer Consultancy**  
**Ref: TCSL/DT20195166235/Hyderabad**  
**Date: 11/01/2021**

Mr. Venkata Sai Harish Kumar Kona  
D No-38-34-19/2, Sri Laxmi Plaza, Sri Harsha Nagar Fcl Colony,  
Marripalem,  
Visakhapatnam-530018,  
Andhra Pradesh.  
Tel# 91-6303703011

Dear Venkata Sai Harish Kumar Kona,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

**TCS Confidential**  
**TCSL/DT20195166235**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmaal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com





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Date:10-Jul-2021

Tarun Venkat Sai Kumar Kota  
C9742456

38-20-24 ,104 Area,Marripalem vishakhapatnam (urban) Andhrapradesh-530018

9652074853

Dear Tarun Venkat Sai Kumar Kota,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

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candidate's Signature

Reference Id: d1ac30ce-523f-4f5f-8717-062f1bd854a7\_1  
Signed By: Mahesh Vasudeo Zurale





## Mobis India Limited

(Unit-2) Mobis Technical Centre of India  
7th & 8th Floor (Part) of Building No : 12B  
Sundew Properties Ltd. ITATES SEZ, Mindspace  
Madhapur Village, Serilingampally (M), R.R. Dist,  
Hyderabad - 500 081, Telangana State - INDIA  
www.mobis.co.in  
Tel + 91 - 40 - 67209000 Fax +91 - 40 67203099

MTCI/HR/Offer/11-June-21

Mr. Kuncham Surya Pavan,  
Anil Nearukonda Institute of Technology & Sciences,  
Vishakapatnam, Andhra Pradesh.

### Offer Letter

Dear Surya Pavan,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with MOBIS. We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of **Graduate Engineer Trainee (GET)** with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on **02<sup>nd</sup> August 2021, Monday**.

Your Cost to company will be **INR 4,50,000/-** per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.

Your employment will be governed by the rules, regulations and policies of the Company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party. The detailed letter of Appointment will be issued to you on the date of joining.

We request you to send your acceptance of the offer letter by signing on this copy and send it through email on or before **16<sup>th</sup> June 2021, Wednesday**.

Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

We are looking forward to see you soon.

Thanks and Regards,

  
Hemadri L  
General Manager -HR  
MOBIS India Ltd.

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

\_\_\_\_\_  
Candidate Name In Capital Letter

\_\_\_\_\_  
Date & Signature

Page | 1



Strictly Private and Confidential

Date:21-Jun-2021

Sumanth Lakkimsetti  
C9664685

Dr no:58-30-30/5/1, G-2, P S Towers, N A D Gate, Saketapuram, Visakhapatnam(Urban), Visakhapatnam  
Aerodrome, Andhra Pradesh.  
7095823024

Dear Sumanth Lakkimsetti,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**  
**Management Level - 12**  
**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Reference Id: b4b6fd0a-9ef7-4e02-b5bf-29e462994457\_1  
Signed By: Mahesh Vasudeo Zurale



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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192643780/Hyderabad**  
**Date: 11/01/2021**

Mr. Jayaprakash Majji  
31-11-3Kollivari Street,  
Gandhi Statue,  
Visakhapatnam-530004,  
Andhra Pradesh.  
Tel# 91-9182332613

Dear Jayaprakash Majji,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for **Learning Incentives (Readiness Incentive and/or Competency Incentive)** basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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**TCSL/CT20192643780**

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No.1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6672 2000 Fax: 91 40 667 2222 Website: www.tcs.com  
Registered Office: Nirmai Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Career Service Line: 1800 209 3111 Email: careers@tcs.com





Date: May 11, 2021

To,  
Mr. Manga Srimannarayana Shiva Ganesh Karthikeya,  
Hyderabad.

**Letter of Appointment**

Dear Mr. Manga Srimannarayana Shiva Ganesh Karthikeya,

Further to our discussion it gives us great pleasure in extending this offer of employment to you to work at PhenomPeople Pvt Ltd. as **Software Engineer** effective from July 01, 2021. We request you to acknowledge with your acceptance within Two working days from today, failing which this offer stands cancelled.

1. Your annual CTC will be Rs. **4,49,615** (Four Lakhs Forty Nine Thousand Six Hundred and Fifteen Rupees Only) per annum all inclusive. Your employment, with us will be governed by Terms & Conditions as detailed in the Employment Agreement. The breakup of salary would be entitled to HRA and other allowances and company policies as mentioned in Annexure-A.

2. Your place of work will be at Hyderabad. However, your services are transferable, and you may be assigned to any location in India or abroad where the company or anyone of its associates or customers, conducts business. While on transfer you will be governed by the rules, regulations, and conditions of services of that location.

3. The company will be working 5 days a week, twenty four hours a day. You will be expected to attend office and work-expect travelling on business-assigned to you by your superiors. You will be required to work 5 days a week and your weekly off may not necessarily be on weekends.

4. The Company may terminate your service at any time by giving 90 days notice or basic salary in lieu thereof. However due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period. You shall not be deemed to have been relieved of your services except upon issue of a letter by the Company to that effect. The aim of this clause is to minimise unnecessary disruption of business.

5. Absence for a continuous period of 8 days without prior approval of your superior (including overstay of leave /training), would be treated as abandonment of service.





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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192644204/Hyderabad**  
**Date: 11/01/2021**

Ms. Jayasree Manyam  
7-311 Santosh Nagar,  
Vepagunta,  
Visakhapatnam-530047,  
Andhra Pradesh.  
Tel# 91-7780787453

Dear Jayasree Manyam,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

**TCS Confidential**  
**TCSL/CT20192644204**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

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

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

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

TCS Career Services: 1800 209 3111 Email: careers@tcs.com



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**Offer: Computer Consultancy**  
**Ref: TCSL/DT20206832839/Hyderabad**  
**Date: 10/01/2021**

Mr. Md Taj Nawaz  
Dno:49-34-1/52, Aparna Apartment, Flat No-501Akkayapalem,  
Near Nh-5,  
Visakhapatnam-530016,  
Andhra Pradesh.  
Tel# 91-9490263662

Dear Md Taj Nawaz,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for **Learning Incentives** (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

**TCS Confidential**  
**TCSL/DT20206832839**

**TATA CONSULTANCY SERVICES**  
**Tata Consultancy Services Limited**

Deccanpark, Near IT Software Parks Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 1222 Website: www.tcs.com  
Registered Office: Normal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Page: [www.tcs.com/careers](http://www.tcs.com/careers) Email: [careers@tcs.com](mailto:careers@tcs.com)

*Taj Nawaz*

1



July 26, 2021

HRD/31/21-22/1001731301  
Mr. Kalyan Ram Medapureddy  
Candidate ID: 1001731301  
D No: 3-104/6 , G.V.Colony  
Purushottapuram , Visakhapatnam  
Vishakhapatnam - 530051  
Andhra Pradesh  
India  
Ph: (91) 91821 95162

Dear Kalyan Ram,

**SUB: LETTER OF INTENT TO HIRE**

**Congratulations!** Further to your application for Employment with Infosys Limited ("Company") and the subsequent selection process, we are delighted to communicate to you our intent to make you an offer for the position of **Systems Engineer** in Job Level 3 with the company. Your DoJ is **October 4, 2021** and you will receive the Letter of Appointment with all the elaborates soon.

This letter of intent would be superseded by a formal employment contract. The employment contract will detail out the scope, terms and conditions of your employment with the company, break up of your salary, proposed location of posting, date of joining etc.

Please be advised that our offer to you will be conditional upon you having successfully completed your graduation / post-graduation qualification and having completed all course requirements and examinations required for the award of the educational qualification mentioned by you in your application for employment with the Company. You are required to submit all marks sheets and other relevant documents (if any), on the day you join the Company. Further, you should have been declared as passed by the relevant examination authority. Please note that the determination of the adequacy or authenticity of all or any of the proofs and any condoning delay in submission of the same will be at the Company's absolute and sole discretion.

Should you meet the conditions of employment, your **Total Gross Salary** includes a Performance Incentive and will be **INR 360000** per annum. The complete breakdown of the compensation and increment will be provided in the Letter of Appointment.

This is a letter of intent only. It is not intended to be, and shall not constitute in any way a binding or legal agreement, or impose any legal obligation or duty on either you or the Company. Should you have any questions regarding the above, please do not hesitate to write to us at [offer\\_update@infosys.com](mailto:offer_update@infosys.com).

Welcome to Infosys Ltd. We are confident you will be able to make a significant contribution to the success of Infosys Limited. We wish you a long, rewarding and fulfilling career and look forward to working with you.

Yours sincerely,

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

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Date: 17-Dec-2020

To

Mohammad Ansari  
INDIA

Dear Mohammad Ansari,

Sub: Offer of Training and Employment

1. This has reference to the selection process for employment opportunity at Mindtree in the campus of Kalinga.
2. We take pleasure in informing you that you have been selected for appointment in Mindtree as an JUNIOR ENGINEER in the competency Level C subject to the following terms and conditions.

2.1. a) You should complete the Degree which you are now pursuing without any backlog (subjects where you have not obtained the passing marks) at the time of joining.

b) Secure 60% aggregate in the degree. Aggregate is calculated as follows:

$$\text{Aggregate} = \frac{\text{(Total of marks obtained in all the subjects from the first to last semester)}}{\text{(Total of maximum marks in all the subjects from first to last semester)}}$$

$$\text{Aggregate \%} = \text{Aggregate} * 100$$

c) Provide a copy of the degree certificate or provisional degree certificate along with mark sheets of all semesters on your day of joining.

2.2. You shall initially undergo training at Mindtree, Kalinga, Bhubaneswar, Odisha and undergo Orchard Learning Programme conducted by Mindtree, Kalinga which helps you to transition to the Corporate world of technology solutions. The details of the programme are provided separately.

2.3. Your joining location would be Mindtree Kalinga, Bhubaneswar and joining date would be communicated in subsequent mails.



7/31/2021

Anil Neevukonda Institute of Technology & Sciences Mail - Infosys Campus Recruitment Program Congratulations! You have a job offer



317126512155 PASUMARTHI SREEPADA SHANMUK HRITHIK <sreepadashanmukhrithik.2017.ace@anits.edu.in>

## Infosys Campus Recruitment Program: Congratulations! You have a job offer

1 message

Infosys Freshers Recruitment <Talent.Acquisition@infosys.com>

To: "sreepadashanmukhrithik.2017.ace@anits.edu.in" <sreepadashanmukhrithik.2017.ace@anits.edu.in>

Mon, Jul 5, 2021 at 12:32 PM



Dear Pasumarthi Sreepada Shanmuk Hrithik,

Thank you for participating in the Infosys Campus Recruitment Program for 2020-21.

**Congratulations! You have cleared the interview round to receive a final job offer for Specialist Programmer role.** The compensation for this role is INR 8 lakhs per annum.

Please note, this is a conditional job offer subject to your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please write to us at [Talent.Acquisition@infosys.com](mailto:Talent.Acquisition@infosys.com).

You will soon hear from us about the next steps of the process. We look forward to welcoming you into our Infosys family

Best regards,

Talent Acquisition

Infosys

Copyright © 2021 Infosys Limited.

317126512156



To,

**Name :** Pilla Venkata Sandeep Manidhar

**Re: Important Information post your clearance of the interview process during the Campus Visit**

Dear Pilla Venkata Sandeep Manidhar,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
  - The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
    - Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
    - Post onboarding/joining Accenture, and after the induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
    - On successful completion of the program and clearance of the Technology fundamental



Strictly Private and Confidential

Date:26-Jun-2021

Sonia Pitta  
C9684439

door no: 4-100, Patha agrapharam village, buragam post tekkali mandal , srikakulam district, 532212  
8309433536

Dear Sonia Pitta,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

  
candidate's Signature

Reference Id: cd88c32e-2684-415a-9740-876c5de46d22\_1  
Signed By: Mahesh Vasudeo Zurale



6/3/2021

[https://wipro.cims.com/forms?module=Forms&action=showForm&view=html&form=elite\\_offer\\_letter\\_template&user=21027357&item=895](https://wipro.cims.com/forms?module=Forms&action=showForm&view=html&form=elite_offer_letter_template&user=21027357&item=895)

### APPOINTMENT LETTER

June 3, 2021

Dear PODA DHEERAJ,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

#### 1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

#### 2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure V. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other.

[https://wipro.cims.com/forms?module=Forms&action=showForm&view=html&form=elite\\_offer\\_letter\\_template&user=21027357&item=895535&token...](https://wipro.cims.com/forms?module=Forms&action=showForm&view=html&form=elite_offer_letter_template&user=21027357&item=895535&token...) 1/10





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**Offer: Computer Consultancy**  
**Ref: TCSL/DT20206804782/Hyderabad**  
**Date: 11/01/2021**

Mr. Pramod Potnuru  
50-88-7/1,  
Lane Beside Godavari Sweets,  
Visakhapatnam-530016,  
Andhra Pradesh,  
Tel# 91-9848678573

Dear Pramod Potnuru,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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**TCSL/DT20206804782**

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No.1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Career Service line: 1800 260 3111 Email: careers@tcs.com

Date 27<sup>th</sup> May 2021

Name : Sandhya Potnuru

Address : D/o Potnuru Ramo Rao,  
19-445/1 Pine apple colony Near Simbachalam  
Visakhapatnam Andhra Pradesh 530028

Conditional Letter of Intent – Graduate Engineer Trainee

Dear Sandhya Potnuru,

With reference to your application and subsequent interview you had with us, we intend to make an conditional offer of employment to you with **Infinite Computer Solutions** for the position of **Graduate Engineering Trainee** and on subsequent completion of your engineering graduation with no backlogs, you would be appointed as **Associate Software Engineer (ASE)** with a CTC of **3.5 Lakh** per Annum.

The broad terms and conditions of your employment is mentioned below;

- Upon joining your base location will be either Bangalore/Chennai, however, should be open to work in any locations of Infinite including its client locations.
- You should be open for working in any role in software services/ product development like Development or Testing, Business Analysis etc.,
- You will undergo an internship program for 3 - 6 months (may change, depending on the business requirement) at Infinite with effect from **9<sup>th</sup> June 2021**.
- During the internship program, you will be designated as "Graduate Engineering Trainee" and offered a stipend of **INR 14000** per month (inclusive of TDS).
- Upon completion of your internship /exams, you will be designated as "Associate Software Engineer".
- You would be required to sign a service agreement for a period of **36 months** from the start date of the internship program. If you leave the organization before the completion of the agreement period then you will have to pay penalty amount towards early exit, totaling to the amount invested by the organization on your training and skills development as mentioned in the Service Agreement.
- You would be required to submit 2 undated cheque leaves of **INR 1.5 lakh** each from your personal/ Infinite salary account and original educational documents as per the service agreement. The same will be returned on completion of service agreement period.

On the day of your reporting, you are required to submit the following documents

1. Original documents (SSLC, PUC Marksheet, Degree/ Graduation Marks cards)
2. Photocopy of the above documents.
3. Documentary evidence of date of birth, address proof, ID proof (PAN, Passport, Aadhar Card)
4. Four passport size colored photographs
5. Copy of updated resume

The compensation structure and other terms and conditions of your employment would be as per the Appointment letter that would be issued to you on completion of Internship period.

For Infinite Computer Solutions India Ltd,

**Vijaya Ganugapati**  
Vice President - Human Resources

Please confirm that you have read, understood and agree to the above Terms of Employment by signing below

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Infinite Computer Solutions (India) Limited  
Emp. Brines... infinite possibilities  
172200DL1999PLC171077

Corporate Office  
15/7, 1<sup>st</sup> PF Zone, Phase 2, Kundalahalli,  
Whitefield, Bangalore - 560065.

Registered Office  
155, Saridutt Chambers - B, 9,  
Bhikai Cama Place, New Delhi - 110065

www.infinite.com | info@infinite.com

+91 80 4193 0000 | +91 80 4193 0008

+91 11 4615 0645 | +91 80 4615 0630

317126512161  
**Cognizant**

06-Sep-2021

Dear Vamsi Piriya,  
B.Tech, Electronics & Communication Engineering  
Anil Neerukonda Institute of Technology and Sciences, Visakhapatnam

Candidate ID – 17947906

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

You have been selected for the position of **Programmer Analyst Trainee**

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

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

Your appointment will be governed by the terms and conditions of employment as presented in **Employment Agreement**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Please note:

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

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

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

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

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized

Rfqd. Office: 115/535, Old Mahaballipuram Road, Okkiam Thoraipakkam, Chennai - 600 097





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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192662687/Hyderabad**  
**Date: 11/01/2021**

Mr. Praveen Pukkala  
5-54 Peddaveedhi,  
Sompeta,  
Srikakulam-532263,  
Andhrapradesh.  
Tel# 91-9121961266

Dear Praveen Pukkala

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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**TCSL/CT20192662687**

**TATA CONSULTANCY SERVICES**  
**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Normal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Career Service Line: 1 800 209 3111 | Email: careers@tcs.com



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To,

**Name :** R Deepesh R Viswanadham

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear R Deepesh R Viswanadham,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-Joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.

- The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
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  - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
  - On successful completion of the program and clearance of the Technology fundamental

Infosys<sup>®</sup>

Navigate your next

July 16, 2021

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HRD/3T/1001719633/21 22

Ms. Ruqaiyya  
Door No : 1-30, Plot No 6  
Reddy Veedhi, Baji Junction  
Vishakhapatnam-530027  
India

Ph: +91-9908123736

Dear Ruqaiyya,

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: 2021.07.16 16:23:20 IST  
Reason: Digital Signature  
Location: Bangalore

INFOSYS LIMITED  
CIN: L85110KA1984PLC013115  
41, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T: 91 80 2852 0261  
F: 91 80 2852 0362  
askov@infosys.com  
www.infosys.com

*Company Confidential - This communication is confidential between you and Infosys Limited*



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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192640580/Hyderabad**  
**Date: 21/04/2021**

Mr. Sai Pradeep Samireddy  
Door No.65-3-632/1Ex-Servicemen Colony,  
Near Venkateswara Swamy Temple,  
Vishakapatnam-530011,  
Andhra Pradesh.  
Tel# 91-7702994641

Dear Sai Pradeep Samireddy,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a role in the **TCS Digital (TCS Digital)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹7,00,022/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

**TCS Confidential**  
**TCSL/CT20192640580**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, Next to Software Satsa Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 905, Link Road, Nandanam Estate, Mumbai 400 021  
TCS Career Service Line: 1800 209 3111 Email: careers@tcs.com



Strictly Private and Confidential

Date:25-Jun-2021

Shaik Mahaboob Subhani  
C9679394

D:NO 2-100/A , Janda Chettu colony , G. Muppalla  
9121474295

Dear Shaik Mahaboob Subhani,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 85% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

Candidate's Signature

Reference Id: dfaba06a-0f39-403a-8645-8f3a2e3addb9\_1  
Signed By: Mahesh Vasudeo Zurale



317126512168

**INTOSYS**

Navigate your next

July 16, 2021

HRD/3T/1001725909/21-22

Mr. Singampalli Jitendra Ramana Murthy  
23-4-17  
Sivapuram Street  
Narsipatanam-531116  
India

Ph: +91-8985132530

Dear Singampalli,

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: 2021.07.16 17:48:50 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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## Infosys Campus Recruitment Program: Congratulations! You have a job offer

1 message

Infosys Freshers Recruitment <Talent.Acquisition@infosys.com>  
To: maniswaroop.2017.ece@anits.edu.in <maniswaroop.2017.ece@anits.edu.in>

Mon, 5 Jul, 2021 at 12:15 pm



Dear Sodadasi Mani Swaroop,

Thank you for participating in the Infosys Campus Recruitment Program for 2020-21.

**Congratulations! You have cleared the interview round to receive a final job offer for Digital Specialist Engineer role.** The compensation for this role is INR 5 lakhs per annum.

Please note, this is a conditional job offer subject to your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please write to us at [Talent.Acquisition@infosys.com](mailto:Talent.Acquisition@infosys.com).

You will soon hear from us about the next steps of the process. We look forward to welcoming you into our Infosys family

Best regards,

Talent Acquisition  
Infosys

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HRD/NOBA/1001714645

August 16, 2021

Mr. Sodadasi Mani Swaroop  
12863  
Venna Valli Vari Peta  
Eluru - 534001  
Andhra Pradesh  
India  
Ph: (91) 76610 55079

Dear Sodadasi,

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

Here are the terms and conditions of our offer:

#### Joining

Your scheduled date of employment with us will be **September 20, 2021**.

#### Location

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

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

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

#### Training Period:

The training program will consist of classroom training and on-the-job training. The duration of the classroom 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 six 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 - III.



HRD/1001717865/21-22

Ms. Sura Divya  
Kinthali(Village)  
Pondhuru(Mandalam)  
Srikakulam-532411  
India

Ph: +91-9398933206

Dear Sura,

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 **09-Aug-2021**.

**Location**

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

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

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

**Training**

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



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SMART ROTAMACH Offer Letter

To,  
Vajja Pavan Kalyan  
8179326803

Dear Pavan,

Congratulations! With reference to our campus drive 2021, your application and subsequent interviews, we are pleased to offer you the position of 'Design Trainee Engineer' in our organization as per the following terms & conditions.

**Compensation packages of 2.6 Lakhs in the first year, breakup as below:**

- 1) Initial 6 months will be internship and during internship stipend of Rs.15,000/- (Rupees Thirteen Thousand) per month will be paid.
- 2) After 6 months of successful completion of the training period, it will be revised to Rs. 22,000/- (Rupees twenty-two thousand) per month.
- 3) After successful completion of 12 months, you will be eligible for a onetime amount of Rs.38,000/-
- 4) Your compensation & position will be reviewed after successful completing of 12 months.

**Terms and conditions are as follows:**

- 1) Your place of working shall be at Hyderabad (our office location), your services shall be transferred to locations in India or abroad subject to company policies & business requirements.
- 2) As agreed, you will have to execute two years' service bond upon your joining.
- 3) You will be governed by the terms and conditions & company's policies.
- 4) This offer is valid if you accept this offer by **09/07/2021** in writing & you shall report to the work on/before **19/07/2021**.
- 5) By accepting this Offer Letter, you shall not enter into any other conflicting agreement or any conflicting obligation that you may be bound to, in the past.

**Following original documents to be brought at the date of joining.**

- 1) All Educational Certificates including mark sheet
- 2) Passport.
- 3) PAN card for Bank Account.
- 4) Five passport size photographs.

We welcome you to Smart Rotamach family and look forward for a long and mutually rewarding association.

Regards,

Thanking You,

For Smart Rotamach Pvt Ltd

317126512174



HRD/3T/1001728370/21-22

Mr. Rohit Vasupalli  
2-14, PedhaUppada  
ChepalaUppada Panchayat  
Vishakhapatnam-531163  
India

Ph: +91-7659846564

Dear Rohit,

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

Certification signed by Richard Lobo  
Digitally signed by Richard Lobo  
Date: 2021.07.19 13:00:27 IST  
Reason: Digitally signed  
Location: Bangalore

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



HRD/3T/1001727257/21-22

Mr. Siva Sai Puneeth Venkumahanthi  
44-24-16, Tulasi Brundavanam, Rly New Colony  
Visakhapatnam, Andhra Pradesh  
Vishakhapatnam-530016  
India

Ph: +91-7780521620

Dear Siva Sai Puneeth,

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.

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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

Digitally signed by Richard Lobo  
Richard\_Lobo@infosys.com, DN: cn=Richard Lobo, o=Infosys Limited, email=Richard\_Lobo@infosys.com, c=IN  
Date: 2021.07.19 03:12:18 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



317126512177

Date: 19-Sep-2021

To

Pankaja Phani Venna  
INDIA

Dear Pankaja Phani Venna,

Sub: Offer of Training and Employment

1. This has reference to the selection process for employment opportunity at Mindtree in the campus of Kalinga.
2. We take pleasure in informing you that you have been selected for appointment in Mindtree as an JUNIOR ENGINEER in the Salary Grade C subject to the following terms and conditions.
  - 2.1. a) You should complete the Degree which you are now pursuing without any backlog (subjects where you have not obtained the passing marks) at the time of joining
  - b) Secure 60% aggregate in the degree. Aggregate is calculated as follows:
$$\text{Aggregate} = \frac{\text{(Total of marks obtained in all the subjects from the first to last semester)}}{\text{(Total of maximum marks in all the subjects from first to last semester)}}$$
$$\text{Aggregate \%} = \text{Aggregate} * 100$$
  - c) Provide a copy of the degree certificate or provisional degree certificate along with mark sheets of all semesters on your day of joining.
- 2.2. You shall initially undergo training at Mindtree, Kalinga, Bhubaneswar, Odisha and undergo Orchard Learning Programme conducted by Mindtree, Kalinga which helps you to transition to the Corporate world of technology solutions. The details of the programme are provided separately.
- 2.3. Your joining location would be Mindtree Kalinga, Bhubaneswar and joining date would be communicated in subsequent mails.

*v.pankaja phani*





3111002151+8

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203294802/Hyderabad**  
**Date: 11/01/2021**

Ms. Vippili Charishma Devi  
Ramalayam Street, Near Old Andhra Bank, Ananthapalli, Nallajerla Mandal, West Godavari District  
Ananthapalli, Nallajerla Mandal, West Godavari District, Ramal  
Ananthapalli Nallajerla Mandal-534111,  
Andhra Pradesh,  
Tel# 91-8008845255

Dear Vippili Charishma Devi,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

**TCS Confidential**  
**TCSL/CT20203294802**

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

One Campus, No.1 Software Road, Export Mall, Kukatpally, Hyderabad, India - 500080  
Tel: +91 40 6667 2000 | Fax: +91 40 6667 2222 | Website: www.tcs.com  
Registered Office: Naraina Building, 9th Floor, Naraina Place, New Delhi, India  
TCS Career Services: +800 709 3811 | Email: [careers@tcs.com](mailto:careers@tcs.com)



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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192643236/Hyderabad**  
**Date: 11/01/2021**

Mr. Yashwanth Surya Kandregula  
Dr.No: 1-3-2Opposite Hanuman Statue,  
New Venkojipalem,  
Visakhapatnam-530017,  
Andhra Pradesh,  
Tel# 91-8919547696

Dear Yashwanth Surya Kandregula,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

**TCS Confidential**  
**TCSL/CT20192643236**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Service line: 1800 209 3111 Email: careers@tcs.com



HRD/3T/1001717093/21-22

Mr. Challa Narayana Swamy  
44074  
Saradanagar 2Nd Line,Narsipatnam  
Vishakhapatnam-531116  
India

Ph: +91-9100648242

Dear Challa,

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

Distribution signature by Richard Lobo  
rlobos\_lobo@infosys.com  
Digitally signed by Richard Lobo  
Date: 2021.07.19 11:50 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



L27

Date: 14-Dec-2020

To

Kandregula Asha Surya Sirisha  
INDIA

Dear Kandregula Asha Surya Sirisha,

Sub: Offer of Training and Employment

1. This has reference to the selection process for employment opportunity at Mindtree in the campus of Kalinga.
2. We take pleasure in informing you that you have been selected for appointment in Mindtree as an JUNIOR ENGINEER in the competency Level C subject to the following terms and conditions.

2.1. a) You should complete the Degree which you are now pursuing without any backlog (subjects where you have not obtained the passing marks) at the time of joining

b) Secure 60% aggregate in the degree. Aggregate is calculated as follows:

$$\text{Aggregate} = \frac{\text{(Total of marks obtained in all the subjects from the first to last semester)}}{\text{(Total of maximum marks in all the subjects from first to last semester)}}$$

$$\text{Aggregate \%} = \text{Aggregate} * 100$$

c) Provide a copy of the degree certificate or provisional degree certificate along with mark sheets of all semesters on your day of joining

2.2. You shall initially undergo training at Mindtree, Kalinga, Bhubaneswar, Odisha and undergo Orchard Learning Programme conducted by Mindtree, Kalinga which helps you to transition to the Corporate world of technology solutions. The details of the programme are provided separately.

2.3. Your joining location would be Mindtree Kalinga, Bhubaneswar and joining date would be communicated in subsequent mails.





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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203490519/Hyderabad**  
**Date: 11/01/2021**

Ms. Indu Priya Teeda  
7-1-22Tamil Street,  
Chinnawallair,  
Visakhapatnam-530017,  
Andhrapradesh.  
Tel# -9293199156

Dear Indu Priya Teeda,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee In Grade Y**. You will be assigned a role in the **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

**TCS Confidential**  
**TCSL/CT20203490519**

**TATA CONSULTANCY SERVICES**  
**Tata Consultancy Services Limited**

19th Floor, Plot 1, Software Units Layout, Madhuvan Hills, Hyderabad 500 081 India  
Tel: +91 40 7691 2009 Fax: +91 40 7691 2020 Website: www.tcs.com  
19th Floor, Naraina Building, 482 Park Street, EPIP Zone, Near Anna Park, Mumbai 400 022  
Tel: +91 22 6633 3000 Fax: +91 22 6633 3001 Email: careers@tcs.com

8/18/2021

[https://wipro.icims.com/forms?module=Forms&action=showForm&view=html&form=elite\\_offer\\_letter\\_template&user=21038565&item=70](https://wipro.icims.com/forms?module=Forms&action=showForm&view=html&form=elite_offer_letter_template&user=21038565&item=70)

L29



## APPOINTMENT LETTER

June 4, 2021

Dear Alladi Nagendra Prasad,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

### **1. Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

### **2. Compensation:**

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure V. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

[https://wipro.icims.com/forms?module=Forms&action=showForm&view=html&form=elite\\_offer\\_letter\\_template&user=21038565&item=70&token=...](https://wipro.icims.com/forms?module=Forms&action=showForm&view=html&form=elite_offer_letter_template&user=21038565&item=70&token=...) 1/11

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**Infosys**<sup>®</sup>  
Navigate your next  
July 15, 2021

HRD/3T/1001716080/21-22

Mr. Narayana Dheeraj  
28-1694/A  
R.S Road, Nandyal  
Nandyal-518501  
India

Ph: +91-9490758808

Dear Narayana,

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: 2021.07.15 14:43:15 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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Strictly Private and Confidential

Date:30-Jul-2021

Bonthu Mani Shankar  
C9833358

2-111,Ramalayam Street,L.v.n puram,Bhimavaram  
7671948126

Dear Bonthu Mani Shankar,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: 3afbd44b-c4c1-4d7c-bb1b-558d9d97fc15\_1  
Signed By: Mahesh Vasudeo Zurale





Strictly Private and Confidential

Date:23-Jul-2021

Pathi Mahendra  
C9806354

S/O Pathi Ramana, 20-100-24/3,Golla veedhi, bajina kovela, near AVN college  
9959762982

Dear Pathi Mahendra,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

candidate's Signature

Reference Id: a534bc16-eacb-4252-92ce-7a3e33fea32c\_1  
Signed By: Mahesh Vasudeo Zurale

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**BE YOURSELF,  
MAKE A DIFFERENCE.**

accenture

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Date:06-Jul-2021

Bindu Srilekha Yerra  
C9721270

Santhi Nagar,Behind Narayana School,Narsipatnam.

9133242486

Dear Bindu Srilekha Yerra,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate****Management Level - 12****Job Family Group- Software Engineering**

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 85% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: 023fd40d-3555-4089-976e-85454825119c\_1  
Signed By: Mahesh Vasudeo Zurale

320126512L36

Candidate ID: 4676664 /909549,

Date of Joining: 08/10/2021,

Joining Location: Hyderabad,

Designation: Analyst,

Dear Indukuri Sushma,

To ensure that you experience a smooth onboarding, we would like to help you with a brief agenda for your day one at Capgemini.

1. Welcome Address
2. Verification of master data sheet, which contains your detailed information.
3. Verification of joining documents\*
4. Receipt of employee handbook and visitor-cum-bus pass
5. Submission of signed documents
6. Receipt of hard copy of offer letter
7. ID cum access card formalities
8. Bank account opening formalities
9. Meeting the buddy

Please report by 8:30 am at Hyderabad office, for joining formalities as per the address mentioned below:

Address

Capgemini Technology Services India Limited, IT Park 1,115 / 32&35, Nanakram Guda,  
Gachibowli, Hyderabad - 500 032



HRD/FINALSEMTRG/2021/B2-766



February 12, 2021

Appikatla Vineeth.

Anil Neerukonda Institute of Technology and Science

Dear Appikatla,

This is in reference to the Internship Program ('Program' hereinafter) offered to you by Infosys Limited ('Infosys' hereafter), a corporation incorporated and existing under the laws of India and having its primary place of business at Electronics City, Hosur Road, Bangalore 560 100, India, in accordance with the terms of the Internship Agreement executed between you and Infosys on [date]. The details of the Program are as follows:

1. Program Date : **February 15, 2021**
2. Duration of the program : **13 Weeks**
3. Mode of Internship : **Online**

You will be entitled to get a **Stipend of Rs. 10,000/- per month** during the Program. You would also be covered under the Personal Accident Insurance and Hospitalization Insurance Policy of Infosys for the duration of your Program. If you require additional coverage, you would need to obtain this in your personal capacity.

For the duration of the Program, you will be required to adhere to certain policies / practices that are applicable to employees of Infosys, including but not limited to the Intern's obligations as per the Internship Agreement. Additionally, you may be required to sign agreements with Infosys, at the sole discretion of Infosys, relating to protection of Infosys's confidential and proprietary information. Infosys disclaims all liability and responsibility for acts or omissions by you that are in violation of any law, guideline, rule or regulation.

Please note that the Internship Agreement may be terminated by Infosys as per Clause 6 of the said Agreement.

Please sign this letter, the Internship Agreement and the undertakings, attached herewith and send across a scanned copy of the same to [Infosys\\_LPCampus@infosys.com](mailto:Infosys_LPCampus@infosys.com) before 15<sup>th</sup> February 2021. You are also required to send the signed hard copy of this letter, the Internship Agreement, and the attached undertakings to Infosys's office at Electronics City, Hosur Road, Bangalore 560 100, India before 22<sup>nd</sup> February 2021

You are requested to read and retain the instructions attached to this letter..

If there are any changes to the terms and conditions mentioned above, we will revert with another letter as soon as possible.

Thanking you,

Yours sincerely,

**RICHARD LOBO**

EVP and Head Human Resources – Infosys Limited

A.VINEETH

15-02-21



Dear Appikarla,

We would like to ensure that you are updated on a few things in order to make your Program with Infosys productive and enjoyable.

You will be required to login to WebEx on the day of your joining. The details of WebEx meeting will be shared with you shortly over e-mail.

You are required to work from Monday through Friday as per the regular working hours of Infosys which will be communicated to you at the time of joining.

At the end of the Program, you will be required to make a presentation on an assigned project topic and submit a copy of your project report to your Project Mentor.

### UNDERTAKING

I, APPIKATLA VINEETH, do hereby agree to abide by the policies, rules and regulations governing employees of Infosys in their conduct as has been specified to me in the Internship Agreement. I acknowledge and agree that Infosys has no liability and responsibility for all acts or omissions by me that are in violation of any law, guideline, rule or regulation during the period of the Program.

Signature : A Vineeth

Name : APPIKATLA VINEETH

Date : 15-02-2021

A Vineeth  
A VINEETH  
15-02-21

### INTERNSHIP AGREEMENT

This Agreement is made as of 15-02-2021 (the "Effective Date") between Infosys Limited, a corporation incorporated and existing under the laws of India and having its primary place of business at 44 Electronics City, Hosur Road, Bangalore 560 100, India and its Affiliates ("Infosys" hereafter) represented by [name of person, designation]

AND

APPIKATLA VINEETH ("Intern" hereafter), Son/Daughter of A. CHANDRA MOHANI, and a permanent resident of FLOOR NO? FF2, Second Floor, RAGHAVENDRA TOWERS, BESTIDE PATTABHI REDDY GARDENS, AJIAPPANAGAR, VISAKHAPATNAM - 530007

**WHEREAS** Infosys is a reputed Indian company operating globally and engaged in the business of development of solutions for Information Technologies & the Information Technologies Enabled Services sector; and

**WHEREAS** the Intern is desirous of interning with Infosys and receiving formal, effective, technical and practical training from Infosys enabling him/her to independently function as a competent professional of the Information Technology sector ("Program" hereafter) after completing his/her graduation course and thereby becoming commercially viable to any organisation that he/she wishes to join by meeting the business needs, parameters, standards and efficiency levels required by the organization.

**WHEREAS** the Intern is aware that the Program would comprise of courses, modules, prescribed programs by Infosys which involves the expenditure of substantial sums of money by Infosys in the form of substantial costs, expenses, man hours spent in imparting the training ("Fees" hereafter); and

**NOW THEREFORE**, for and in consideration of the mutual agreements and covenants hereafter set forth, the parties hereto agree as follows:

1. **DEFINITIONS:**

- 1.1 "Affiliate" of Infosys shall mean a person or entity directly or indirectly controlling, controlled by, or under common control with Infosys. "Control" for the purposes of this clause shall mean with respect to any person or entity, the right to exercise or cause the exercise of at least fifty per cent (50%) or more of the voting rights in such person or entity.
- 1.2 "Agreement" shall mean this internship agreement which has been executed between Infosys and the Intern.

*A. Vineeth*

A. VINEETH

15-02-21

- 1.3 "College Authorities" shall mean and include the Principal and/or Registrar and/or any other designated personnel of ANIL NEERUKONDA INSTITUTE OF TECHNOLOGY AND SCIENCES (College') who are authorized to issue permission(s) to the Intern to participate in the Program.
- 1.4 "Confidential Information" shall include, but is not limited to (i) all forms of information provided to the Intern as per the prescribed module or otherwise, during the Program; and (ii) includes trade secrets or other information relating to the affairs, finances, business practices, clients, connections or business plans of the Infosys to which the Intern gains access in the duration of the Program, but does not include information or knowledge which has come into the public domain.
- 1.5 "Employee Handbook" shall mean the Employee Handbook, which is applicable to all the employees of Infosys during the entire tenure of their employment.
- 1.6 "Fees" shall include the meaning ascribed to it in Clause 3.1.
- 1.7 "Misconduct" shall, for the purpose of this Agreement, would have the same meaning ascribed to it in the Standing Orders, as applicable and the Employee Handbook of Infosys.
- 1.8 "Offer Letter" shall mean the letter given to the Intern providing him/her with an offer to join Infosys after the successful completion of the Program as a full-time employee in the capacity of a systems engineer, subject to terms and conditions contained in the Offer Letter.
- 1.9 "Project" shall mean the mandatory final semester College project work as part of his/her curriculum in his/her College.
- 1.10 "Program" shall include the meaning ascribed to it in Clause 2.

## 2. PROGRAM:

- 2.1 The Program would commence from **February 15, 2021**
- 2.2 The Program would be conducted online, and such information shall be provided to you separately by authorized Infosys personnel.
- 2.3 The Program would comprise of a technical project(s) where the Intern would be allocated to a team mentored by project managers and programmer analysts of Infosys.
- 2.4 The Program may require the Intern to work with the latest tools, technologies and frameworks used in and by Infosys and/or used in the Information Technology sector globally.

*A. Vineth*

A. VINETH

15-02-21



- 2.5 The Program may require the Intern to undergo the entry level training program.
- 2.6 The Program will require the Intern to be assessed on his soft skills by relevant personnel designated by Infosys.
- 3. FEES**
- 3.1 The Fees for the Program imparted to the Intern would be an amount of INR 25,000/- (Rupees Twenty Five Thousand only).
- 3.2 The Intern agrees that he/she shall be liable to pay Infosys the Fees and all costs and expenses incurred in or connected with training as stipulated in clause 3.1 of this Agreement, in the event of
- 3.2.1 Not joining Infosys as an employee after an Offer of employment has been extended by Infosys to the Intern, if so extended by Infosys; or
- 3.2.2 The Intern has become ineligible for employment by Infosys due to non-fulfillment of the terms and conditions of the Offer Letter.
- 4. INFOSYS' OBLIGATIONS**
- 4.1 Infosys shall ensure that the Intern is given every possible opportunity to complete his/her Project during the course of the Program.
- 4.2 For the above-mentioned completion of the Intern's Project, Infosys shall allow the Intern extensive use of the facilities which were ordinarily available to the Intern during the Program.
- 5. TRAINEE'S OBLIGATIONS**
- 5.1 The Intern, during the course of the Program needs to be present in the territory of India.
- 5.2 The Intern, during the course of the Program, would have to follow certain rules and regulations and certain company policies of Infosys that would normally be applicable to any other employee of Infosys, including Dress Code – India; Working Hours – India; Code of Conduct and Ethics; Anti-Bribery and Anti-Corruption Policy; Policy on Insider Trading; Policy on Prevention and Redressal of Sexual Harassment – India and any other policies and agreements pertaining to confidentiality and intellectual property rights protection.
- 5.3 The Intern shall attend the full duration of the Program and shall be granted leave of absence at the sole discretion of Infosys.
- 5.4 The Intern shall faithfully and diligently undergo and imbibe the Program strictly in a manner prescribed by Infosys.

*A Vinetha*  
A. VINETHA

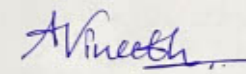
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- 5.5 The Intern shall not commit any act(s) of misconduct, indiscipline, refusal to obey orders or any other act(s) which impedes the process of the Program.
- 5.6 The Intern shall not disclose any Confidential Information to any party without the prior written approval of Infosys. Notwithstanding the above, the obligations of this Clause will remain inoperative as against you if the Confidential Information is (i) known to the public, through no act or failure to act on your part; (ii) authorized for dissemination to others by the Company without restrictions on disclosure; (iii) legitimately received from a third party without restrictions on disclosure in favor of the Company; (iv) generally made available to third parties by the Company without restrictions on disclosure, or (v) required to be disclosed by law or court order, provided that you will take reasonable steps to give the Company sufficient prior written notice and opportunity to contest such request, requirement or orders. If you have any questions as to what comprises such confidential information, please consult your designated project manager.
- 5.7 Infosys shall be the sole owner of all intellectual property rights, including copyright, trademark, etc. and any equivalent and all attendant rights in relation to any report, research, article, publication, work product, software, technical project, techniques, formulas, data, etc. that you would have made and created as part of and during the course of the Program.
- 5.8 Notwithstanding any other provision of this Agreement, the Intern shall be required to follow a 5 (five) day working week as part of the Program.

## 6. TERMINATION BY INFOSYS

- 6.1 Infosys has the right to terminate this Agreement at any point of time if the Intern is found to commit an act of Misconduct or is found to have been engaging in any exam malpractices or unfair means to clear any comprehensive examinations or complete their education during the course of the Program.
- 6.2 Infosys has the right to terminate this Agreement with immediate effect at its own discretion without assigning any cause or reason thereof.
- 6.3 Infosys has the right to terminate this Agreement with immediate effect if the Intern is found to disclose any Confidential Information to any party without its prior written approval to the same.
- 6.4 Infosys has the right to terminate this Agreement with immediate effect if the Intern is not present in the territory of India at any point during the duration of the Program.
- 6.5 Any intimation of termination of this Agreement by Infosys shall be in writing and shall be signed by a manager/officer of Infosys generally or specifically authorized in that behalf and shall be issued to the Intern concerned.

  
A. VINEETH  
15-02-21

## 7. CONSEQUENCES OF TERMINATION

Upon termination of this Agreement, the Intern shall be obliged to:

- 7.1 Pay the Fees as per Clause 3.1 of this Agreement, where the Agreement has been terminated on any ground(s) as per Clauses 6.1 and 6.3 of this Agreement.
- 7.2 Return all tangible forms of Confidential Information to Infosys.

## 8. REPRESENTATIONS AND WARRANTIES:

- 8.1 The Intern fully understands the implications and obligations contained in this Agreement and have no objection(s) thereto.
- 8.2 The Intern represents that he/she has acquired all relevant/requisite permission(s) from College Authorities in order to participate in this Program and that the College Authorities fully understand the implication(s) of this Agreement and have no objection(s) thereto.
- 8.3 The Intern shall use his/her best endeavors to complete his/her Project and in the event of him/her not completing the Project, shall not hold Infosys liable thereto.

## 9. INTERN STATUS

During the Program, you will remain a student of your College. This offer of Internship is not to be construed as, and does not constitute, an offer of employment in the Company. Please note that your participation in the Program with Infosys is not guarantee of an offer of employment with Infosys.

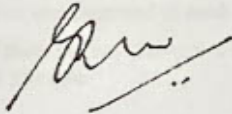
## 10. GENERAL PROVISIONS

- 10.1 Non-Waiver and Amendment: No amendment, alteration, or modification, of this Agreement shall be binding unless made in writing and signed by both Infosys and Intern. The failure of either Infosys or Intern at any time or times to require performance of any provision hereof shall in no manner affect the right at a later time to enforce such provision.
- 10.2 Force Majeure: Neither party shall be liable to the other for any delay or failure to perform its obligations under this Agreement as a result of natural disasters, actions or decrees of governmental bodies, communication line failures not the fault of the affected party, or any other delay or failure which arises from causes beyond a party's reasonable control (hereafter referred to as a "Force Majeure Event"). If a Force Majeure Event arises, the party whose performance has been so affected shall immediately give notice to the other party and shall do everything reasonably possible to resume performance. Upon receipt of such notice, this Agreement shall be immediately suspended. If the period of nonperformance exceeds fifteen (15) days from the receipt of notice of the Force Majeure Event, the party whose ability to perform has not been so affected may by giving written notice, terminate this Agreement.
- 10.3 Assignment: Infosys shall have the sole right to assign or subcontract any of its rights or obligations under this Agreement. If any of its obligations under this Agreement are assigned or subcontracted, Infosys shall take reasonable steps to ensure that its assignee or subcontractor observe and enforce the confidentiality requirements of this Agreement. The Intern shall not assign any of its rights or obligations under this Agreement. Any assignment in contravention of these terms and conditions shall be null and void.

*A Vineeth*  
A VINEETH  
15-02-21

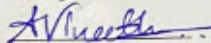
- 10.4 Severability: If a court or an arbitrator of competent jurisdiction holds any provision of this Agreement to be illegal, unenforceable, or invalid in whole or in part for any reason, the validity and enforceability of the remaining provision, or portions of them, will not be affected.
- 10.5 Governing Law: This Agreement, and any dispute arising from the relationship between the parties to this Agreement, shall be governed by laws of India.
- 10.6 Any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in interpreting this Agreement.
- 10.7 For the avoidance of doubt, this Agreement shall be effective only when signed by both parties.
- 10.8 Counterparts: This Agreement may be executed in any number of counterparts, each of which shall be an original, but all of which together shall constitute one instrument.
- 10.9 This Agreement, including any annexure attached hereto, sets forth the entire agreement and understanding of Infosys and the Intern with respect to the subject matter hereof, and supersedes all prior oral and written agreements, understandings, representations, conditions and all other communications relating thereto.
- 10.10 Headings: The section headings used in this Agreement are intended for convenience only and shall not be used in interpreting this Agreement or in determining any of the rights or obligations of the parties to this Agreement.

Yours truly,



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

Accepted:



[ Appikatla Vineeth]

Date: 15-02-2021



A. VINEETH

15-02-2021



## NON-DISCLOSURE AND CONFIDENTIALITY AGREEMENT

This is an Agreement between:

- I. **Infosys Limited**, with its registered office at Electronics City, Hosur Road, Bangalore 560 100 ("**Infosys**") including its employees, affiliates, and successors at the time of the entering the agreement and during the tenure of the engagement, that is effective 15-02-2021 ("**Effective Date**"), and
- II. **[Intern Name]** residing at:  
Flat No: FF3, Second Floor, Raglavendra Towers,  
Beside Pattabhi Reddy Gardens, Ayappa Nagar,  
Visakhapatnam - 530007  
 and interning with Infosys (the "**Intern**").

Infosys provides the Intern with access to its Confidential Information, on the terms and conditions set out herein below:

1. For the purposes of this Agreement, "**Confidential Information**" shall mean any information disclosed to the Intern or obtained by the Intern from Infosys, its affiliate companies, or its customers in connection with, and during the term of this Agreement. Confidential Information may be information disclosed to the Intern either orally, visually, in writing (including graphic material) or by way of consigned items.
2. The Intern shall treat Confidential Information as confidential and shall not divulge, directly or indirectly, to any other person, firm, corporation, association or entity, for any purpose whatsoever, such confidential or proprietary information so received, and shall not make use of such information, wholly or in part, other than for the purpose of completing the tasks assigned to him/her during the course of the internship, or at all after the term of internship, without the prior written consent of Infosys.
3. The secrecy of the Confidential Information disclosed pursuant to this Agreement shall be maintained for a period of 16 weeks. The Intern shall take all reasonable security precautions during this period, to protect the secrecy of the Confidential Information.
4. In case of breach, Infosys shall have the right to seek injunctive relief, which relief shall not exclude any other recourse provided by law.
5. Upon request of Infosys, any written information subject to this Agreement shall be returned to Infosys.
6. All Confidential Information, and any Derivatives thereof whether created by the Intern or Infosys, remain the property of Infosys and no license or other rights to Confidential Information is granted or implied hereby. For purposes of this Agreement, "**Derivatives**" shall mean: (i) for copyrightable or copyrighted material, any translation, abridgement, revision or other form in which an existing work may be recast, transformed or adapted; (ii) for

*A. V. Neetha*  
A. V. NEETHA

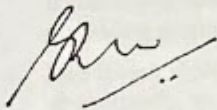
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patentable or patented material, any improvement thereon; and (iii) for material which is protected by trade secret, any new material derived from such existing trade secret material, including new material which may be protected by copyright, patent and/or trade secret. Consultant further acknowledges that all original works of authorship which are made by Consultant (solely or jointly with others) within the scope of and during the term of the Agreement and which are protectable by copyright are "works made for hire," as that term is defined in the applicable legislations.

7. This Agreement shall not be modified except by a written agreement dated subsequent to the date of this Agreement and signed by both parties. None of the provisions of this Agreement shall be deemed to have been waived by any act or acquiescence on the part of Infosys, its agents, or employees, but only by an instrument in writing signed by an authorized officer of Infosys.
  8. If any provision of this Agreement shall be held by a court of competent jurisdiction to be illegal, invalid or unenforceable, the remaining provisions shall remain in full force and effect.
  9. This Agreement will be governed by the laws of India on all substantive aspects, and both parties consent to the jurisdiction of the courts in Bangalore.
  10. All obligations created by this Agreement shall survive change or termination of the parties.
- IN WITNESS WHEREOF, the parties have entered into this Agreement as of the Effective Date.

**INFOSYS LIMITED**



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

**INTERN**

I have read, accept and agree to the terms set forth in this letter.

Date: 15<sup>th</sup> FEBRUARY, 2021

A Vineeth  
Sign your name

APPIKATLA VINEETH      VISAKHA PATNAM  
Print your name                      Location

A Vineeth  
A. VINEETH  
15-02-21



**EFFTRONICS SYSTEMS PVT. LTD.**  
40-15-9, Brundavan Colony, Vijayawada-520 010, AP, INDIA  
☎ : +91 (886) 246-6675, 249-3375, Fax: +91 (886) 247-4097  
e-mail: info@efftronics.com Website: www.efftronics.com

EFF/HRD/21-22/OFF-RD/040

23-FEB-21

To

**MS. BOLISETTY SURYA SATYASAI LAXMI RATNARESHMI,  
D/O BOLISETTY SRINIVAS,  
D.NO: 1-4-22, AKKIREDDY PALEM,  
VISAKHAPATNAM, ANDHRA PRADESH -530012.**



Dear **MS. BOLISETTY SURYA SATYASAI LAXMI RATNARESHMI,**

**Subject: Provisional Offer Letter as Trainee Engineer in Research & Development**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of Trainee (Engineer - R&D) in Efftronics Systems Pvt Ltd.

Your Scheduled date of joining will be on first week of **July/August 2021 (Tentatively)**.

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, you are required to return this Offer of Appointment duly signed by you and your parents.

We welcome you to Efftronics family, looking forward for a long and mutually benefited association.

**With Regards,  
For Efftronics Systems Pvt Ltd,**

*T. B. Sankar*

**(BHAVANI SANKAR T)  
VICE-PRESIDENT**

Mfrs: Networking Data Loggers and LED Displays

Developers: Embedded Systems, Software



**The Terms and Conditions of this offer are:**

1. Your Training period would be for a **Maximum of Six months** starting from the **schedule date of joining**, and you will be designated as **"Trainee"** till the completion of your Training period.
2. You are required to serve the company for a period of **2.5 Years** excluding the Training period.
3. You are required to submit all your **Original Academic Certificates on the date of joining** and would be held with the company till the completion of your service agreement.
4. You are required to complete all the assignments given in the training period within the stipulated time period. In case of your inability to complete the given task; you will be dropped from the training.
5. If your training period extends on administration grounds, extension of training depends on the discretion of management.
6. You are eligible for a stipend of **Rs. 6,000 per month** during the training period and after the successful completion of Training, your CTC (Cost to Company) will be **Rs.3.98 Lakh** per annum with Gross salary 25K per month.
7. **After successful completion of the training period your salary may increase depending upon your performance.**
8. **Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of Efftronics Systems Pvt. Ltd., as applicable to you and the changes therein from time to time.**
9. **As per the General Services Rules, you are entitled to one casual leave per month and other public holidays.**
10. **You should not resign during the agreement period.**



*Signature*

Page 2 of 3



*B. Reehmi*



**Separation:**

11. If the Trainee fails to prove himself/herself during the Training period, the company has every right to terminate him/her at that stage itself.
12. If the Trainee wants to leave or discontinue the Training Voluntarily then he/she must pay **Rs. 1,00,000** as the Training cost to the company.
13. At any time during the Training, if the Trainee is found to be **Wilfully non-performer** or guilty of fraud, dishonest, disobedient, disorderly behaviour, negligence, indiscipline, prolonged absence from duty without permission or any other conduct considered by us which affects the company's interest, your Training will be suspended at that stage itself, and the company has every right to recover the damages of **Rs. 1,00,000/-** from you for the above said act.
14. A detailed letter of Appointment will be issued to you, after the successful completion of the Training.



**With Regards,**  
**For Efftronics Systems Pvt Ltd,**

*T. B. Sankar*

**(BHAVANI SANKAR T)**  
**VICE-PRESIDENT**

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**ACCEPTANCE FORM**

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 letter as a token of my accepted employment with the company and the terms and conditions set out in this letter.

Date: *25-02-2021*  
Place: *Visakhapatnam*

*[Signature]*  
Signature of Parent/ Guardian

*B. Reshmi*  
Signature of candidate

*[Signature]*

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*B. Reshmi*

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07

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203468007/Hyderabad**  
**Date: 11/01/2021**

Ms. Maneesha Budchula  
1st Floor Jubli Road Near C.H.C., Pathapatnam,  
Xiaomi Showroom,  
Srikakulam-532213,  
Andhra Pradesh.  
Tel# 91-9492291750

Dear Maneesha Buddha,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year Annexure-1 provides the break-up of the compensation package.

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

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

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**TCSL/CT20203468007**

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Banerjypark, No.1, Software Units Layout, Madhapur, Hyderabad-500 081 India  
Tel: 91-40-5667 2000 Fax: 91-40-6697 2222 Website: www.tcs.com

Registered Office: Naraina Building, 9th Floor, Naraina Place, New Delhi-110028  
TCS Center, Deccan Square, 15th Floor, Deccan Square, Hyderabad-500032



**OFFER CUM APPOINTMENT LETTER**

Chinnamma Naidu M  
0-00,main street,Arasada village,opposite gandhi statue, vangara mandal  
srikakulam – 532122

AP  
IN

Dear Chinnamma Naidu,

On behalf of **Amazon Internet Services Private Limited**, a company incorporated under the laws of India, having its registered office at Ground Floor, Eros Plaza, Eros Corporate Centre, Nehru Place, New Delhi - 110019, Delhi (hereinafter the "**Company**" or "**Amazon India**"), we are very pleased to issue this Offer cum Appointment Letter for the position of **Support Engineer I-Ext Entry at Hyderabad, India**. Your employment with the Company will be subject to your acceptance of this Offer cum Appointment Letter and the terms and conditions set forth hereinbelow. If you wish to accept employment with the Company, please convey your acceptance in the manner provided for by the Company. The offer of employment contained in this Offer cum Appointment Letter will expire if you have not accepted the same on or before **10 business days**.

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

**1. Date of Commencement**

Your employment with Amazon India will commence on **19-Jul-2021**.

**2. Duties**

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

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REGISTERED OFFICE:  
Ground Floor, Eros Plaza, Eros Corporate Centre, Nehru Place, New Delhi - 110019, Delhi  
Tel. : + 91 - 80 - 3042 0300, Fax : +91 - 80 - 3062 5535  
CIN : U72200DL2011FTC227538

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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20182450964/Hyderabad**  
**Date: 11/01/2021**

Mr. Sai Ram Dasari  
9-5-46/4Roypeta,  
Near Kanakadurga Temple,  
Narsapur-534275,  
Andhra Pradesh.  
Tel# 91-9110782210

Dear Sai Ram Dasari,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmaal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1860 209 3111 Email: careers@tcs.com





**Offer: Computer Consultancy**  
**Ref: TCSL/CT20182450964/Hyderabad**  
**Date: 11/01/2021**

Mr. Sai Ram Dasari  
 9-5-46/4Roypeta,  
 Near Kanakadurga Temple,  
 Narsapur-534275,  
 Andhra Pradesh.  
 Tct# 91-9110782210

Dear Sai Ram Dasari,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure 1 provides the break up of the compensation package.

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

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**1**

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

## **COMPENSATION AND BENEFITS**

### **BASIC SALARY**

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

### **BOUQUET OF BENEFITS (BoB)**

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

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

#### **1. House Rent Allowance (HRA)**

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

#### **2. Leave Travel Allowance**

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

#### **3. Food Card**

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

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## **PERFORMANCE PAY**

### **Monthly Performance Pay**

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

### **Quarterly Variable Allowance**

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

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

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

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

## **CITY ALLOWANCE**

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

## **XPLORE/ LEARNING INCENTIVES**

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

## **OTHER BENEFITS**

### **Health Insurance Scheme**

TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

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### 1. Basic Cover

i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you

### 2. Higher Hospitalisation

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL

### Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

### Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

### Loans

You will be eligible for loans, as per TCSL's loan policy.

### Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

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## **RETIRALS**

### **Provident Fund**

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

### **Gratuity**

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

## **TERMS AND CONDITIONS**

### **1. Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSI eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/ revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

### **2. Pre requisites for Joining**

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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### 3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

### 4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

### 5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

### 6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

### 7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

### 8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a

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confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

#### 9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

#### 10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

#### 11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

#### 12. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

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### 13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

### 14. Notice Period

During your tenure with TCSL, either you or TCSL may terminate your traineeship / employment under this Agreement by providing 90 days written notice. The company reserves the right, to ask you to complete the notice period or adjust the earned vacation in lieu of entire or partial notice period. If your services, behaviour and/ or performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above. No notice or payment in lieu thereof shall be applicable if your services are discontinued/terminated on account of any misconduct either during your traineeship period or upon completion of the traineeship period.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

### 15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

### 16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

### 17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

### 18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action.

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including termination of traineeship/service without notice.

#### 19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Sri Lankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
  - \*There is no criminal offence registered/pending against you
  - \*There is no disciplinary case pending against you in the university
- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

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#### TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com





- \*PAN Card (Permanent Account Number)
- \*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- \*Passport
- \*NSR C-Card

## 20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

## 21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

## 22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ullimatix.

## 23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



#### **24. Data Privacy Clause:**

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



**Withdrawal of Offer**

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

**For TATA Consultancy Services Limited**

**K Ganesan**  
**Global Head Talent Acquisition & AIP**



- Encl. Annexure 1. Benefits and Gross Salary
- Annexure 2: List of TCS Xplore Centres
- Annexure 3. Confidentiality and IP Terms

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com





## GROSS SALARY SHEET

Annexure 1

<b>Name</b>	<b>Sai Ram Dasari</b>
<b>Designation</b>	<b>Assistant System Engineer-Trainee</b>
<b>Institute Name</b>	<b>Anil Neerukonda Institute Of Technology &amp; Sciences</b>

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,645	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,239
Gratuity	711	8,533
Total of Annual Components & Retirals	2,405	37,722
Retention Incentive	NA	0
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,077</b>
<b>Xplore/ Learning Incentive****</b>		<b>Upto 60,000</b>

# Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

\* Amount depicted will be paid out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

\*\*\* For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for DoE (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,938
Leave Travel Assistance	1,232	14,734
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

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## TATA CONSULTANCY SERVICES

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Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

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## Annexure 2

<p><b>Ahmedabad</b> TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p>	<p><b>Bangalore</b> TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p>
<p><b>BHUBANESHWAR</b> TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-III) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ), PLOT NO 35, CHANDARA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p><b>Chennai</b> TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHE, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p><b>DELHI – Gurgaon</b> TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insorgia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p><b>DELHI – Noida</b> TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 &amp; A-45,Ground, 1st to 5th Floor &amp; 10th floor, Galaxy Business Park, Block - C &amp; D, Sector - 62, Noida - 201309,UP</p>
<p><b>Guwahati</b> TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House,G.S. Road, Dispur,Guwahati 781006,Assam</p>	<p><b>Hyderabad</b> TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p>
<p><b>INDORE</b> TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Subzone No. 151 &amp; 169-B, Super Cumidur, Village Tigariya Badshah &amp; Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p>	<p><b>KOLKATA</b> TCS XP HR Lead Tata Consultancy Services Limited, Euspace 1B building, 2nd Floor, Plot - III/12, New Town, Rajarhat, Kolkata - 700150, West Bengal OR Auditorium, 2nd Floor, Wanderers Building, Delta Park - Lords</p>
<p><b>KOCHI</b> TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark, Kakkanad, Kerala 682042</p>	<p><b>MUMBAI</b> TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokhara Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p>
<p><b>NAGPUR</b> TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p>	<p><b>PUNE</b> TCS XP HR Lead Tata Consultancy Services, Plot No. 2 &amp; 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase II, Pune - 411057, Maharashtra</p>
<p><b>Trivandrum</b> TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark Campus, Kariyavattom P.O, Trivandrum - 695581, India</p>	



### Annexure 3

#### Confidentiality and IP Terms and Conditions

#### Confidentiality and IP Terms and Conditions - Annexure 3:

##### 1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following.

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



## 2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

## 3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names, copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.





#### 4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

#### 5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

#### 6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

#### 7. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

#### 8. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.





### 9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

### 10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.



HRD/3T/1001674855/21 22

Mr. Karthik Vasanth Gaddibhukta  
Lig 41 Dno 4 50 4, Lawsonsbaycolony,  
Near Postoffice,Peddawaltair  
Vishakhapatnam-530017  
India

Ph: +91-9000491211

Dear Karthik,

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

INFOSYS LIMITED  
CTN: T.85110KA1981PLC.013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
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F 91 80 2852 0362  
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www.infosys.com



July 9, 2021

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Mr Karthik Vasanth Gaddibhukta  
 Lig-41 Dno 4-50-4, Lawsonsbaycolony,  
 Near Postoffice, Peddawalair  
 Visakhapatnam-530017  
 India

Ph: +91-9000491211

Dear Karthik,

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 **12-Jul-2021**.

#### **Location**

Your location of training is **MYSORE, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates\* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location."

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above

*\* For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise."*

#### **Training**

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual training will be based on the business requirement. Your continued employment with the Company is subject to your meeting the qualifying criteria till the end of the training and successful completion of the training.



**Probation and Confirmation**

You will be on probation for a period of 12 months from the date of completion of the training and your allocation to Unit. On successful completion of your probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet in Annexure - IV.

**Leave**

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of earned leave annually, during probation. On confirmation as a permanent employee you will be eligible for 20 working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year.

An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

**Agreement**

Our offer to you as **Systems Engineer** is subject to the execution of the Service Agreement. The Service Agreement details the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Infosys from the date of your joining and up to a period of 12 months from the date of allocation to a Practice Unit. The date of allocation to a Practice Unit is generally the first day of the subsequent month post completion of training. You will be required to complete the formalities on the Service Agreement at the time of joining. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

**Compensation and Benefits****Salary**

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month**. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

**Training Performance - linked Incentive**

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

**Ex - Gratia / Bonus**

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure I of this letter. The mode of payment for Financial Year 2021-22 will be as follows.

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

**Basket of Allowances (BOA)**

The Basket of Allowances will be paid to you as part of your salary every month.

You will have the flexibility of choosing the components and amounts under such components as per the options provided to you on the Company Intranet, based on your preferences and income tax plans

**National Pension Scheme**

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - IV for more details.

**Insurance**

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of INR 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of INR 62,00,000 of which INR 32,00,000 is covered towards natural death, and INR 30,00,000 towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of INR 250 and fixed monthly contribution of INR 250.

The details of the Scheme would be available to you when you join the Company.

**Notice Period**

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one month notice or salary thereof. On confirmation, you will be required to give three months' 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 you having fully completed your graduation/post graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2020-21. These eligibility criteria for the Role of a Systems Engineer, has already been clearly communicated to you and your college during the selection process. You will 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 produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

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

INFOSYS LIMITED  
CTN: T.85110KA1981PLC.013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T 91 80 2852 0261  
F 91 80 2852 0362  
askus@infosys.com  
www.infosys.com



**ANNEXURE 1**  
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Mr. Karthik Vasanth Gaddibhukta			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
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)				1,500
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>TOTAL GROSS SALARY</b>				<b>25,000</b>
<b>OTHER BENEFITS</b>				
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				



**ANNEXURE II**  
(Compensation post Unit allocation)

<b>COMPENSATION DETAILS</b> (All figures in INR per month)				
NAME:	Mr. Karthik Vasanth Gaddibhukta			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY			15,000	
BASKET OF ALLOWANCES			4,178	
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)			2,850	
<b>MONTHLY GROSS SALARY</b>			<b>22,328</b>	
<b>2. ANNUAL COMPONENT</b>				
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	
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary			1,800	
GRATUITY - 4.81% of Basic Salary*			722	
<b>FIXED GROSS SALARY (1+2+3)</b>			<b>25,000</b>	
<b>4. INCENTIVE COMPONENTS</b>				
	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	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>			<b>26,250</b>	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)</b>			<b>27,500</b>	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>			<b>30,000</b>	
<b>OTHER BENEFITS</b>				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
<b>SALARY LOAN</b> (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				



HRD/3T/1001722782/21 22

Mr. Narendra Gangiri  
6 20, Kondapalem  
Pudimadaka  
Visakhapatnam-531011  
India

Ph: +91-9985851740

Dear Narendra,

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

INFOSYS LIMITED  
CTN: T.85110KA1981PLC.013115  
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Electronics City, Hosur Road  
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www.infosys.com





HRD/1001722782/21 22

Mr Narendra Gangiri  
6-20, Kondapalem  
Pudimadaka  
Visakhapatnam-531011  
India

Ph: +91-9985851740

Dear Narendra,

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 **12-Jul-2021**.

**Location**

Your location of training is **MYSORE, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates\* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location."

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above

*\* For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise."*

**Training**

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual training will be based on the business requirement. Your continued employment with the Company is subject to your meeting the qualifying criteria till the end of the training and successful completion of the training.



### **Probation and Confirmation**

You will be on probation for a period of 12 months from the date of completion of the training and your allocation to Unit. On successful completion of your probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet in Annexure - IV.

### **Leave**

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of earned leave annually, during probation. On confirmation as a permanent employee you will be eligible for 20 working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year.

An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

### **Agreement**

Our offer to you as **Systems Engineer** is subject to the execution of the Service Agreement. The Service Agreement details the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Infosys from the date of your joining and up to a period of 12 months from the date of allocation to a Practice Unit. The date of allocation to a Practice Unit is generally the first day of the subsequent month post completion of training. You will be required to complete the formalities on the Service Agreement at the time of joining. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

### **Compensation and Benefits**

#### **Salary**

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month**. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

#### **Training Performance - linked Incentive**

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

**Ex - Gratia / Bonus**

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure I of this letter. The mode of payment for Financial Year 2021-22 will be as follows.

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

**Basket of Allowances (BOA)**

The Basket of Allowances will be paid to you as part of your salary every month.

You will have the flexibility of choosing the components and amounts under such components as per the options provided to you on the Company Intranet, based on your preferences and income tax plans

**National Pension Scheme**

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - IV for more details.

**Insurance**

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of INR 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of INR 62,00,000 of which INR 32,00,000 is covered towards natural death, and INR 30,00,000 towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of INR 250 and fixed monthly contribution of INR 250 .

The details of the Scheme would be available to you when you join the Company.



**Notice Period**

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one month notice or salary thereof. On confirmation, you will be required to give three months' 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 you having fully completed your graduation/post graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2020-21. These eligibility criteria for the Role of a Systems Engineer, has already been clearly communicated to you and your college during the selection process. You will 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 produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

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

INFOSYS LIMITED  
CTN: T.85110KA1981PLC.013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
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F 91 80 2852 0362  
askus@infosys.com  
www.infosys.com



**ANNEXURE 1**  
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Mr. Narendra Gangiri			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
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
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>TOTAL GROSS SALARY</b>				<b>25,000</b>
<b>OTHER BENEFITS</b>				
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				

**ANNEXURE II**  
(Compensation post Unit allocation)

<b>COMPENSATION DETAILS</b> (All figures in INR per month)				
NAME	Mr. Narendra Gangiri			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY			15,000	
BASKET OF ALLOWANCES			4,178	
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)			2,850	
<b>MONTHLY GROSS SALARY</b>			<b>22,328</b>	
<b>2. ANNUAL COMPONENT</b>				
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	
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary			1,800	
GRATUITY - 4.81% of Basic Salary*			722	
<b>FIXED GROSS SALARY (1+2+3)</b>			<b>25,000</b>	
<b>4. INCENTIVE COMPONENTS</b>				
	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	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>			<b>26,250</b>	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)</b>			<b>27,500</b>	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>			<b>30,000</b>	
<b>OTHER BENEFITS</b>				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
<b>SALARY LOAN</b> (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				





**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192851690/Hyderabad**  
**Date: 09/01/2021**

**Ms. Hari Chandana Giduthuri**  
2-51-105Kondapeta,  
Chittivalasa,  
Visakhapatnam-531162,  
Andhra Pradesh.  
Tel# -

Dear Hari Chandana Giduthuri,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

**TCS Confidential**  
**TCSL/CT20192851690**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanperk, No 1 Software Units Layout, Madhapur, Hyderabad 500 061 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



Strictly Private and Confidential

Date:29-Jul-2021

Raghu Ram Mouli Gudimella  
C9828005

D.no:10-36-166/6,Gollalapalem,Near AMG,Bheemunipatnam  
9110392054

Dear Raghu Ram Mouli Gudimella,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

**Pre-Onboard Learning Module:** To provide our new joiners with a unique learning experience, Accenture has designed a special online learning module called Technology Fundamentals Online Learning Program (Hereinafter referred to as "program"). This program further provide details about the training opportunities and terms of training/assessments that were shared with you in your Letter of Intent. To ensure that you have ample time to learn at your own pace, and prepare for the ensuing assessments, you will have complete access to the program for 45 days from the date you receive the training link.

Details of the program and assessment are as below.

- The program is hosted on a virtual platform that you can access from anywhere and it will provide you with all the information and trainings that you need to begin your career at Accenture.
- After going through all the learning modules, you will be required to go through Technology Fundamentals Assessments based on what you have learned in the program.
- On successfully completing the program within 45 days and clearing the program assessments in your first attempt, you will be eligible to receive a learning Incentive of INR 10,000.
- In case you fail to clear the assessments in your first attempt, or do not complete the program within 45 days from the receipt of the training link, you will not be eligible for any learning Incentive.
- To clear the assessments, you will need to score a minimum of 60% marks in each assessment test. In case are not able to score the required 60% in your first attempt, you will get two additional attempts where you will need to score a minimum of 60% marks to successfully clear the assessments.
- During each re-attempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you.

Your employment with Accenture is subject to you successfully completing the program assessments mentioned above. In case you are not able to clear the program assessments in three attempts, your offer will stand revoked.

After successful completion of the aforementioned assessments, and after joining the Company, you will need to undergo further training program(s), with specified timetrames, for the specific skill-set assigned to you. Periodic tests will be conducted throughout this training program and you are expected to clear all of them. You will need to score a minimum of 60% marks in each of these tests to clear the Accenture-specific training program. If you are unable to score 50% in your first attempt, you will get two more opportunities to take the test and score the required passing percentage. Your employment with Accenture is subject to you successfully completing the Accenture-specific training program. If you are unable to clear the Accenture-specific training program tests in three attempts, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure (II) along with the signed copy of this offer letter and Terms of Employment.



After accepting this offer, we encourage you visit Countdown to the Company ([http://careers.accenture.com/Microsites/countdown/Pages/welcome\\_india.aspx](http://careers.accenture.com/Microsites/countdown/Pages/welcome_india.aspx)). This on line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to.

<https://indiacampus.accenture.com/candidate>

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED.



**Mahesh Vasudha Zuraic**  
Senior Managing Director  
Lead, Advanced Technology Center, India

[Insert full legal name]

**ANNEXURE 1****COMPENSATION & BENEFITS**

Annual Total Cash compensation structure as per the Company guidelines is:

<b>Total Cash Compensation Elements</b>	
	<b>Annual (INR)</b>
<b>(A) Annual Fixed Compensation</b>	383000
<b>(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)</b>	32500
<b>Maximum Annual Total earning potential (A+B)</b>	415500
<b>Joining Bonus (Refer to the Section C)</b>	25,000
<b>(D) Additional Benefits</b>	
<b>Gratuity as per law<sup>#</sup></b>	9500
<b>Insurance Premium(notional value)</b>	
<b>Total Cash Compensation + Total Additional Benefits (A+B+C+D)</b>	<b>450000</b>

**(A) Annual Fixed Compensation**

• Your annual fixed compensation is INR 383000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

**(B) Local Variable Bonus (LVB)**

•As part of your annual total cash compensation, you will be eligible to participate in the FY21 Local Variable Bonus programme (LVB). Your indicative pay out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB programme guidelines. The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year

(C) Joining Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- Joining Bonus: of INR 25,000 payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you

Note: For International Worker Only\*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time) Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

\* As defined by applicable law from time to time.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under.
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent's in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. Gratuity amount is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

**From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.**

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.



## **ANNEXURE II**

**Mandatory documentation at the time of onboarding:**

1. Two copies of your recent passport size photographs.
2. Original marksheet of all semester (PG/UG).
3. Original provisional degree certificate or convocation degree certificate.
4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
5. Copy of Degree/PG/Diploma (as applicable) certificates.
6. Passport copy, if available (if not please apply immediately).
7. Pan Card
8. Copy of Aadhaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhar details and seeding Aadhar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.



Strictly Private and Confidential

Date:29-Jul-2021

Raghu Ram Mouli Gudimella  
C9828005

D.no:10-36-166/6,Gollalapalem,Near AMG,Bheemunipatnam  
9110392054

Dear Raghu Ram Mouli Gudimella,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

**Pre-Onboard Learning Module:** To provide our new joiners with a unique learning experience, Accenture has designed a special online learning module called Technology Fundamentals Online Learning Program (Hereinafter referred to as "program"). This program further provide details about the training opportunities and terms of training/assessments that were shared with you in your Letter of Intent. To ensure that you have ample time to learn at your own pace, and prepare for the ensuing assessments, you will have complete access to the program for 45 days from the date you receive the training link.

Details of the program and assessment are as below.

- The program is hosted on a virtual platform that you can access from anywhere and it will provide you with all the information and trainings that you need to begin your career at Accenture.
- After going through all the learning modules, you will be required to go through Technology Fundamentals Assessments based on what you have learned in the program.
- On successfully completing the program within 45 days and clearing the program assessments in your first attempt, you will be eligible to receive a learning Incentive of INR 10,000.
- In case you fail to clear the assessments in your first attempt, or do not complete the program within 45 days from the receipt of the training link, you will not be eligible for any learning Incentive.
- To clear the assessments, you will need to score a minimum of 60% marks in each assessment test. In case are not able to score the required 60% in your first attempt, you will get two additional attempts where you will need to score a minimum of 60% marks to successfully clear the assessments.
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We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED.



**Mahesh Vasudha Zuraic**  
Senior Managing Director  
Lead, Advanced Technology Center, India

[Insert full legal name]

**ANNEXURE 1****COMPENSATION & BENEFITS**

Annual Total Cash compensation structure as per the Company guidelines is:

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<b>Gratuity as per law<sup>#</sup></b>	9500
<b>Insurance Premium(notional value)</b>	
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\* As defined by applicable law from time to time.

Benefits applicable for current Company financial year:

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  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under.
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent's in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

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1. Gratuity amount is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
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Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

**From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.**

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.



## **ANNEXURE II**

**Mandatory documentation at the time of onboarding:**

1. Two copies of your recent passport size photographs.
2. Original marksheet of all semester (PG/UG).
3. Original provisional degree certificate or convocation degree certificate.
4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
5. Copy of Degree/PG/Diploma (as applicable) certificates.
6. Passport copy, if available (if not please apply immediately).
7. Pan Card
8. Copy of Aadhaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhar details and seeding Aadhar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.



Strictly Private and Confidential

**Date:28-Jun-2021**

**Meghana Gurugubelli  
C9686776**

**Plot No-97, Sai Nagar Colony, Vuda Colony, Phase-1 Backside, Cantonment Vizianagaram, Vizianagaram, Andhra Pradesh. 535003**

**8309171624**

**Dear Meghana Gurugubelli,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

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candidate's Signature

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

**Pre Onboard Learning Module:** To provide our new joiners with a unique learning experience, Accenture has designed a special online learning module called Technology Fundamentals Online Learning Program (Hereinafter referred to as "program"). This program further provide details about the training opportunities and terms of training/assessments that were shared with you in your Letter of Intent. To ensure that you have ample time to learn at your own pace, and prepare for the ensuing assessments, you will have complete access to the program for 45 days from the date you receive the training link.

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Version 2.1 (Feb 2021)

2

candidate's Signature

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In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure (II) along with the signed copy of this offer letter and Terms of Employment.



After accepting this offer, we encourage you visit Countdown to the Company (<http://careers.accenture.com/Microsites/countdown/Pages/welcome-India.aspx>). This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history - as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to:

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We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED:



**Mahesh Vasudeo Zurele**  
Senior Managing Director  
Lead, Advanced Technology Center, India

[Insert full legal name]

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Annual Total Cash compensation structure as per the Company guidelines is:

<b>Total Cash Compensation Elements</b>	
	<b>Annual (INR)</b>
<b>(A) Annual Fixed Compensation</b>	383000
<b>(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)</b>	32500
<b>Maximum Annual Total earning potential (A+B)</b>	415500
<b>Joining Bonus (Refer to the Section C)</b>	25,000
<b>(D) Additional Benefits</b>	
<b>Gratuity as per law<sup>#</sup></b>	9500
<b>Insurance Premium(notional value)</b>	
<b>Total Cash Compensation + Total Additional Benefits (A+B+C+D)</b>	<b>450000</b>

**(A) Annual Fixed Compensation**

• Your annual fixed compensation is INR 383000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

**(B) Local Variable Bonus (LVB)**

•As part of your annual total cash compensation, you will be eligible to participate in the FY21 Local Variable Bonus programme (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB programme guidelines. The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

**(C) Joining Bonus**

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- Joining Bonus: of INR 25,000 payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you

**Note: For International Worker Only\***

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CIC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

\* As defined by applicable law from time to time.

**Benefits applicable for current Company financial year:**

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company
  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under.
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent's in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. Gratuity amount is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

**From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.**

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.



## **ANNEXURE II**

**Mandatory documentation at the time of onboarding:**

1. Two copies of your recent passport size photographs.
2. Original marksheet of all semester (PG/UG).
3. Original provisional degree certificate or convocation degree certificate.
4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
5. Copy of Degree/PG/Diploma (as applicable) certificates.
6. Passport copy, if available (if not please apply immediately).
7. Pan Card
8. Copy of Aadhaar Card or copy of receipt of Aadhaar enrolment number which we request you to voluntarily provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like PFPO, FSIC and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications.



Offer: Computer Consultancy  
Ref: TCSL/DT20195494748/Hyderabad  
Date: 30/10/2020

Ms. Korada Rachana  
Dno-9-157Kalivarapupeta,  
Narasannapeta,  
Srikakulam-532421,  
Andhra Pradesh.  
Tel# 91-8328361672

Dear Korada Rachana,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,38,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

TCS Confidential  
TCSL/DT20195494748

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



Date: 29<sup>th</sup> May 2021

Name : Deepthi Kotamsetti

Address : D/o Kotamsetti Srinivasa Rao,  
7-40-255, Sanyalasa Colony, Tagarapuvulasa  
Visakhapatnam Andhra Pradesh- 531162

Conditional Letter of Intent - Graduate Engineer Trainee

Dear Deepthi Kotamsetti,

With reference to your application and subsequent interview you had with us, we intend to make an conditional offer of employment to you with **Infinite Computer Solutions** for the position of **Graduate Engineering Trainee** and on subsequent completion of your engineering graduation with no backlogs, you would be appointed as **Associate Software Engineer (ASE)** with a CTC of **3.5 Lakh per Annum**.

The broad terms and conditions of your employment is mentioned below:

- Upon joining your base location will be either Bangalore/Chennai, however, should be open to work in any locations of Infinite including its client locations.
- You should be open for working in any role in software services/ product development like Development or Testing, Business Analysis etc.
- You will undergo an internship program for 3 - 6 months (may change, depending on the business requirement) at Infinite with effect from: **09<sup>th</sup> June 2021**.
- During the internship program, you will be designated as "Graduate Engineering Trainee" and offered a stipend of **INR 14000** per month (inclusive of TDS).
- Upon completion of your internship /exams, you will be designated as "Associate Software Engineer".
- You would be required to sign a service agreement for a period of **36 months** from the start date of the internship program. If you leave the organization before the completion of the agreement period then you will have to pay penalty amount towards early exit, totaling to the amount invested by the organization on your training and skills development as mentioned in the Service Agreement.
- You would be required to submit **2 undated cheque leaves** of **INR 1.5 lakh** each from your personal/ Infinite salary account and original educational documents as per the service agreement. The same will be returned on completion of service agreement period.

On the day of your reporting, you are required to submit the following documents

1. Original documents (SSLC, PUC Marksheet, Degree/ Graduation Marks cards)
2. Photocopy of the above documents.
3. Documentary evidence of date of birth, address proof, ID proof (PAN, Passport, Aadhar Card)
4. Four passport size colored photographs
5. Copy of updated resume

The compensation structure and other terms and conditions of your employment would be as per the Appointment letter that would be issued to you on completion of Internship period.

For Infinite Computer Solutions India Ltd,

Vijaya Ganugapati  
Vice President - Human Resources

Please confirm that you have read, understood and agree to the above Terms of Employment by signing below

Name: K. Deepthi  
Signature: [Signature]  
Date: 29/5/2021

Infinite Computer Solutions (India) Limited  
exciting times...infinite possibilities...  
CIN: L72200DL3999P.C173077

Corporate Office  
157, EPIP Zone, Phase 2, Kondalahalli,  
Whitefield, Bangalore - 560065.

Registered Office  
1E5, Samsudh Chambers - II, 9  
Bhikaji Cama Place, New Delhi - 110065.

www.infinite.com info@infinite.com

+91 80 4183 0000 +91 80 4193 0005

+91 11 4615 0845 +91 80 4615 0831



HRD/3T/1001675188/21 22

Ms. Meghana Potta  
2 807, Main Road, Kantabamsuguda  
Arakuvalley  
Vishakhapatnam-531149  
India

Ph: +91-9121730731

Dear Meghana,

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

INFOSYS LIMITED  
CTN: T.85110KA1981PLC.013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T 91 80 2852 0261  
F 91 80 2852 0362  
askus@infosys.com  
www.infosys.com





HRD/1001675188/21 22

Ms Meghana Potta  
 2-807, Main Road, Kantabamsuguda  
 Arakuvalley  
 Visakhapatnam-531149  
 India

Ph: +91-9121730731

Dear Meghana,

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 **12-Jul-2021**.

#### **Location**

Your location of training is **MYSORE, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates\* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location."

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above

*\* For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise."*

#### **Training**

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual training will be based on the business requirement. Your continued employment with the Company is subject to your meeting the qualifying criteria till the end of the training and successful completion of the training.

**Probation and Confirmation**

You will be on probation for a period of 12 months from the date of completion of the training and your allocation to Unit. On successful completion of your probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet in Annexure - IV.

**Leave**

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of earned leave annually, during probation. On confirmation as a permanent employee you will be eligible for 20 working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year.

An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

**Agreement**

Our offer to you as **Systems Engineer** is subject to the execution of the Service Agreement. The Service Agreement details the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Infosys from the date of your joining and up to a period of 12 months from the date of allocation to a Practice Unit. The date of allocation to a Practice Unit is generally the first day of the subsequent month post completion of training. You will be required to complete the formalities on the Service Agreement at the time of joining. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

**Compensation and Benefits****Salary**

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month**. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

**Training Performance - linked Incentive**

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

**Ex - Gratia / Bonus**

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure I of this letter. The mode of payment for Financial Year 2021-22 will be as follows.

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

**Basket of Allowances (BOA)**

The Basket of Allowances will be paid to you as part of your salary every month.

You will have the flexibility of choosing the components and amounts under such components as per the options provided to you on the Company Intranet, based on your preferences and income tax plans

**National Pension Scheme**

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - IV for more details.

**Insurance**

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of INR 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of INR 62,00,000 of which INR 32,00,000 is covered towards natural death, and INR 30,00,000 towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of INR 250 and fixed monthly contribution of INR 250.

The details of the Scheme would be available to you when you join the Company.



**Notice Period**

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one month notice or salary thereof. On confirmation, you will be required to give three months' 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 you having fully completed your graduation/post graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2020-21. These eligibility criteria for the Role of a Systems Engineer, has already been clearly communicated to you and your college during the selection process. You will 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 produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

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

INFOSYS LIMITED  
CTN: T.85110KA19R1PLC.013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T 91 80 2852 0261  
F 91 80 2852 0362  
askus@infosys.com  
www.infosys.com



**ANNEXURE 1**  
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. Meghana Potta			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
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)				1,500
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>TOTAL GROSS SALARY</b>				<b>25,000</b>
<b>OTHER BENEFITS</b>				
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				



**ANNEXURE II**  
(Compensation post Unit allocation)

<b>COMPENSATION DETAILS</b> (All figures in INR per month)			
NAME:	Ms. Meghana Potta		
ROLE:	Systems Engineer		
ROLE DESIGNATION:	Systems Engineer Trainee		
<b>1. MONTHLY COMPONENTS</b>			
BASIC SALARY			15,000
BASKET OF ALLOWANCES			4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)			2,850
<b>MONTHLY GROSS SALARY</b>			<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>			
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
<b>3. RETIRAL BENEFITS</b>			
PROVIDENT FUND - 12% of Basic Salary			1,800
GRATUITY - 4.81% of Basic Salary*			722
<b>FIXED GROSS SALARY (1+2+3)</b>			<b>25,000</b>
<b>4. INCENTIVE COMPONENTS</b>			
	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
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>			<b>26,250</b>
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)</b>			<b>27,500</b>
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>			<b>30,000</b>
<b>OTHER BENEFITS</b>			
Scheme	Eligible Amount In INR	Interest	Monthly Instalments
<b>SALARY LOAN</b> (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12
			<b>Margin Money</b> (To be borne by the employee)
			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			

*Company Confidential - This communication is confidential between you and Infosys Limited*





Letter of Intent

17 December 2020

**Padmanabhuni Harshitha**  
Anil Neerukonda Institute of Technology and Sciences  
Visakhapatnam

Dear Padmanabhuni Harshitha,

We are pleased to inform you that you have been provisionally short-listed for employment as **"Software Engineer Trainee"**.

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 3.50 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Prior to joining Hexaware and commencement of your training program, you are required to join the Early Intervention Program (EIP) to be conducted by Hexavarstity and complete it successfully.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,  
For **HEXAWARE TECHNOLOGIES LIMITED**

*Monica Mathur*

**Monica Mathur**  
Vice President, Recruitment-India & APAC



**HEXAWARE TECHNOLOGIES LTD.**

Regd office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mahape,  
Navi Mumbai 400710, Tel. : +91 22 6791 9595, Fax : +91 22 6791 9500  
(CIN) : L72900MH1992PLC069662 URL: [www.hexaware.com](http://www.hexaware.com)



(30)

## GROSS SALARY SHEET

Annexure 1

Name	Indrani Sai Pranavi Patnaikuni
Designation	Systems Engineer
Institute Name	Anil Neerukonda Institute Of Technology & Sciences

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	15,000	1,80,000
Bouquet Of Benefits #	26,522	3,18,264
<b>2) Performance Pay</b>		
Monthly Performance Pay	4,200	50,400
Performance Bonus*	3,200	38,400
<b>3) City Allowance</b>	400	4,800
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,800	21,600
Gratuity	721	8,658
Total of Annual Components & Retirals	2,522	38,158
Retention Incentive	NA	70,000
<b>TOTAL GROSS</b>	51,844	7,00,022
<b>Xplore/ Learning Incentive****</b>		Upto 60,000

# Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

\* Amount depicted will be paid-out on a quarterly basis.

\*\*\* For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	7,500	90,000
Leave Travel Assistance	1,250	15,000
Food Card	500	6,000
Personal Allowance	17,272	2,07,264
<b>GROSS BOUQUET OF BENEFITS</b>	26,522	3,18,264

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## TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Deccanpark, No.1 Software Units Layout, Madhapur, Hyderabad-500 081 India  
Tel: 91 40 6672 2000 Fax: 91 40 6672 7272 Website: www.tcs.com  
Regd. office: 11th Floor, Building 11, Block, Nariman Point, Mumbai-400 021  
TCS Client Services Helpline: 1 800 209 9923 Email: careers@tcs.com



**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203487569/Hyderabad**  
**Date: 11/01/2021**

Ms. Indrani Sai Pranavi Patnaikuni  
Sf-2, Om Sri Sai Enclave Near Jyothi Nursing Home, Maddilapalem,  
Opp Swamy Reddy Arcade,  
Visakhapatnam-530013,  
Andhra Pradesh.  
Tel# 01-9908833908

Dear Indrani Sai Pranavi Patnaikuni,

**Sub: Letter of Offer**

I thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process for 'TCS Digital' and we are pleased to make you an offer of employment.

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 7,00,022/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs. 60,000** during the first year. Annexure 1 provides the break up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after

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completing joining formalities as per company policy. Your offer is subject to a positive background check.

## **COMPENSATION AND BENEFITS**

### **BASIC SALARY**

You will be eligible for a basic salary of INR **15,000/-** per month.

### **BOUQUET OF BENEFITS (BoB)**

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the DoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

#### **1. House Rent Allowance (HRA)**

Your HRA will be INR **7,500/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

#### **2. Leave Travel Allowance**

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

#### **3. Food Card**

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS ceterinas. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of INR **500/-** being credited to this card per month. However you may want to re-distribute the DoB amount between the components as per your tax plan, once you join TCSL.

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#### **4. Personal Allowance**

You will be eligible for a monthly personal allowance of INR 17,272/- per month. This component is subject to review and may change as per TCSL's compensation policy.

#### **PERFORMANCE PAY**

##### **Monthly Performance Pay**

You will receive a monthly performance pay of INR 4,200/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

##### **Performance Bonus**

Your Performance Bonus will be INR 3,200/- per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Performance Bonus is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Performance Bonus

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

#### **CITY ALLOWANCE**

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

#### **RETENTION INCENTIVE**

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy

#### **XPLORE/ LEARNING INCENTIVES**

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.



## **OTHER BENEFITS**

### **Health Insurance Scheme**

TCSL brings the benefit of health insurance cover to you and your dependents under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits

#### **1. Basic Cover**

i. Entitlement - Includes domiciliary expenses up to INR **6,000/-** per insured person per annum and basic hospitalization expenses up to INR **2,00,000/-** per insured person per annum.

ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

#### **2. Higher Hospitalisation**

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

i. Entitlement - You and your enrolled dependants will be entitled for INR **12,00,000/-** as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

### **Maternity Leave**

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

### **Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)**

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of INR **250/-** will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

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### **Loans**

You will be eligible for loans, as per TCSL's loan policy.

### **Professional Memberships**

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

### **RETIRALS**

#### **Provident Fund**

You will be a member of the Provident Fund as per the provisions of 'The Employees Provident Fund and Miscellaneous Provisions Act, 1952', and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

#### **Gratuity**

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

### **TERMS AND CONDITIONS**

#### **1. Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs if any during your academics and work experience. The management reserves the right to withdraw/ revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

#### **2. Pre requisites for Joining**

To enable your readiness to work on assignments upon joining, we have put together a

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comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

### 3. Probation Period

You will be on probation for three months. Your confirmation will be communicated to you in writing. TCSL reserves the right to terminate your employment without any notice or payment in lieu thereof in case your performance, behaviour and/or conduct during the probation period is found unsatisfactory or the Back Ground Check turns out negative.

### 4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

### 5. Mobility

TCSL reserves the right to transfer you to any of its offices, work sites, or associated or Affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

### 6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

### 7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

### 8. Alternative Occupation / Employment

Either during the period of your probation or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

### 9. Confidentiality Agreement

As part of your acceptance of this offer as an employee with TCS you are required to

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maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This confidentiality Clause shall survive the termination or earlier determination of your appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

#### **10. Overseas International Assignment Agreement**

If you are on international assignment, you will be covered by the TCS India Policy International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training. This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better.

#### **11. Terms and Conditions**

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

#### **12. TATA Code of Conduct**

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

#### **13. Notice Period**

During your tenure with TCSL, either you or TCSL may terminate your traineeship / employment under this Agreement by providing 90 days written notice. The company reserves the right, to ask you to complete the notice period or adjust the earned vacation in lieu of entire or partial notice period. If your services, behaviour and/ or performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above. No notice or payment in lieu thereof shall be applicable if your services are discontinued/terminated on account of any misconduct either during your traineeship period or upon completion of the traineeship period.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out



in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

#### 14. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

#### 15. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

#### 16. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

#### 17. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of probation/service without notice.

#### 18. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Sri Lankan Refugee, a Refugee Identity card along with Work Permit is required

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- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non Criminal Affidavit, should be made on the format provided by TCSL) stating .
  - \* There is no criminal offence registered/pending against you
  - \* There is no disciplinary case pending against you in the university
- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- \*PAN Card (Permanent Account Number)
- \*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- \*Passport
- \*NSR E-Card

#### 19. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

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## 20. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

## 21. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

## 22. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

## 23. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.





(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

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Registered Office Niramal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: [careers@tcs.com](mailto:careers@tcs.com)



**Withdrawal of Offer**

If you fail to accept the offer from TCSL within 3 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn. Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL. We look forward to having you in our global team.

Yours Sincerely,

**For TATA Consultancy Services Limited**

**K Ganesan**  
**Global Head Talent Acquisition & AIP**



- Encl: Annexure 1: Benefits and Gross Salary
- Annexure 2: List of TCS Xplorc Centres
- Annexure 3: Confidentiality and IP Terms

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## GROSS SALARY SHEET

Annexure 1

<b>Name</b>	<b>Indrani Sai Pranavi Patnaikuni</b>
<b>Designation</b>	<b>Systems Engineer</b>
<b>Institute Name</b>	<b>Anil Neerukonda Institute Of Technology &amp; Sciences</b>

Table 1: Compensation Details (All Components in INR)

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<b>TOTAL GROSS</b>	<b>51,044</b>	<b>7,00,022</b>
<b>Xplore/ Learning Incentive****</b>		<b>Upto 60,000</b>

# Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

\* Amount depicted will be paid out on a quarterly basis.

\*\*\* For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

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## Annexure 2

<p><b>Ahmedabad</b> TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p>	<p><b>Bangalore</b> TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p>
<p><b>BHUBANESHWAR</b> TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-III) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ), PLOT NO 35, CHANDARA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p><b>Chennai</b> TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHE, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p><b>DELHI – Gurgaon</b> TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insorgia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p><b>DELHI – Noida</b> TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 &amp; A-45,Ground, 1st to 5th Floor &amp; 10th floor, Galaxy Business Park, Block - C &amp; D, Sector - 62, Noida - 201309,UP</p>
<p><b>Guwahati</b> TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House,G.S. Road, Dispur,Guwahati 781006,Assam</p>	<p><b>Hyderabad</b> TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p>
<p><b>INDORE</b> TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Subzone No. 151 &amp; 169-B, Super Cumidur, Village Tigariya Badshah &amp; Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p>	<p><b>KOLKATA</b> TCS XP HR Lead Tata Consultancy Services Limited, Euspace 1B building, 2nd Floor, Plot - III/12, New Town, Rajarhat, Kolkata - 700150, West Bengal OR Auditorium, 2nd Floor, Wanderers Building, Delta Park - Lords</p>
<p><b>KOCHI</b> TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark, Kakkanad, Kerala 682042</p>	<p><b>MUMBAI</b> TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokhara Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p>
<p><b>NAGPUR</b> TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p>	<p><b>PUNE</b> TCS XP HR Lead Tata Consultancy Services, Plot No. 2 &amp; 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase II, Pune - 411057, Maharashtra</p>
<p><b>Trivandrum</b> TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark Campus, Kariyavattom P.O, Trivandrum - 695581, India</p>	





### Annexure 3

#### Confidentiality and IP Terms and Conditions

#### Confidentiality and IP Terms and Conditions - Annexure 3:

##### 1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following.

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



## 2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

## 3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names, copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.





#### 4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

#### 5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

#### 6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

#### 7. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

#### 8. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



### 9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

### 10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.





(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.



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**Offer: Computer Consultancy**  
**Ref: TCSL/DT20184414568/Hyderabad**  
**Date: 31/10/2020**

Mr. Siva Pemma  
13-9Neelipalem,  
Addanki Road,  
Darsi-523247,  
Andhra Pradesh.  
Tel# 91-9642202779

Dear Siva Pemma,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

**TCS Confidential**  
**TCSL/DT20184414568**

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

Deccanpark, No. 1 Software Park, 4th Floor, Hyderabad-500 031 India  
Tel: 91-40-6667-2500 Fax: 91-40-6667-3222 Web: <http://www.tcs.com>  
Registered Office: Naraina, New Delhi 110 028, India  
TCS Career Services: [www.tcs.com](http://www.tcs.com) / [careers@tcs.com](mailto:careers@tcs.com)



HRD:NOBA/1001728684

August 16, 2021

Mr. RakotiRam Sai Hemanth  
6 92/1/8  
Priva Gardens Simhachalam  
Vishakhapatnam 530028  
Andhra Pradesh  
India  
Ph: (91) 95054 76955

Dear Rakoti,

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

INFOSYS LIMITED  
CIN: LE5110KA1981PLCO13115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T: 91 00 2052 0281  
F: 91 80 2852 0352  
eslus@infosys.com  
[www.infosys.com](http://www.infosys.com)



HRD/NOBA/1001728684

August 16, 2021

Mr. Rakoti Ram Sai Hemanth  
6.9/1/8  
Priya Gardens Simhachalam  
Vishakhapatnam - 530028  
Andhra Pradesh  
India  
Ph: (91) 95053 76955

Dear Rakoti,

Congratulations! We are delighted to make you an offer as **Digital Specialist Engineer** and your role is **Digital Specialist Engineer**.

Here are the terms and conditions of our offer:

### **Joining**

Your scheduled date of employment with us will be **October 18, 2021**.

### **Location**

Your location of training is **Mysore, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates\* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

\* For the purpose of tax 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 Period:**

The training program will consist of classroom training and on-the-job training. The duration of the classroom 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 six 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 - III.





### Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of leave annually, during probation. On confirmation, 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 financial 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 **Digital Specialist 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 Fixed Gross Salary will be INR 41,668 per month. The break-up of your salary has been provided in the Compensation Details sheet at Annexure - I.

#### 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 - III for more details.

### Insurance

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of INR 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of INR 62,00,000 of which INR 32,00,000 is covered towards natural death, and INR 30,00,000 towards an accidental death. All employees become members of Infosys Welfare Trust, by one time payment of INR 250 and fixed monthly contribution of INR 250.

The details of the Scheme would be available to you when you join the Company

### Notice period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training / employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three months' 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 **Digital Specialist 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, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

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 - II).





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 name                      Location





## ANNEXURE –I

COMPENSATION DETAILS (All figures in INR, per month)	
NAME	Mr. Rakoti Ram Sai Hemanth
ROLE	Digital Specialist Engineer
ROLE DESIGNATION	Digital Specialist Engineer
<b>1. MONTHLY COMPONENTS</b>	
BASIC SALARY	20,840
BASKET OF ALLOWANCES	15,157
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	3,960
<b>MONTHLY GROSS SALARY</b>	<b>37,957</b>

<b>2. ANNUAL COMPONENT</b>	
BONUS / EX-GRATIA - (Balance 5% will be paid out at the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	208

<b>3. RETIRAL BENEFITS</b>	
PROVIDENT FUND 12% of Basic Salary	2,501
GRATUITY 4.81% of Basic Salary *	1,002
<b>FIXED GROSS SALARY (1+2+3)</b>	<b>41,668</b>

<b>TOTAL GROSS SALARY</b>	<b>41,008</b>
---------------------------	---------------

OTHER BENEFITS				
Scheme	Eligible Amount in INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SOFT LOAN	Fifty thousand (With Security)	@ 5%	24	Nil
	Twenty-five thousand (Without Security)			
SALARY LOAN	One Month's Gross Salary	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.				



**ANNEXURE II**

**NON COMPETE AGREEMENT**

I, \_\_\_\_\_ do hereby acknowledge and confirm the following: -

(1) I am accepting employment with Infosys Limited ("Infosys"). Now, as per the presents below, I agree to the following terms herein, and acknowledge that this is a material condition of my employment with Infosys Limited.

(2) I am required, on behalf of Infosys, to provide services to, or solicit business from, various clients of Infosys for whom I performed services as a Company employee (each such client hereinafter referred to as a "Customer").

(3) In consideration of the above, I agree that for a period of six (6) months following the termination of my employment with Infosys for any reason, I will not:

a. accept any offer of employment from any Customer, where I had worked in a professional capacity with that Customer in the twelve (12) months immediately preceding the termination of my employment with Infosys;

b. accept any offer of employment from a Named Competitor of Infosys, if my employment with such Named Competitor would involve me having to work with a Customer with whom I had worked in the twelve (12) months immediately preceding the termination of my employment with Infosys.

For the purpose of this Non-Compete Agreement, "Named Competitor" shall mean the following entities and their wholly owned subsidiaries:-

- i. Tata Consultancy Services Limited
- ii. Accenture Limited
- iii. International Business Machines Corporation
- iv. Cognizant Technology Solutions Corporation
- v. Wipro Limited

Place:

Employee Signature:

Date:

Employee Name : Mr. Rakot(Ram Sai Hemanth

Acknowledged by Infosys Limited:





HRD:NOBA/1001728684

August 16, 2021

Mr. RakotiRam Sai Hemanth  
6 92/1/8  
Priva Gardens Simhachalam  
Vishakhapatnam 530028  
Andhra Pradesh  
India  
Ph: (91) 95054 76955

Dear Rakoti,

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

INFOSYS LIMITED  
CIN: LE5110KA1981PLCO13115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T: 91 00 2052 0281  
F: 91 80 2852 0352  
eslus@infosys.com  
[www.infosys.com](http://www.infosys.com)



HRD/NOBA/1001728684

August 16, 2021

Mr. Rakoti Ram Sai Hemanth  
 6.9//1/8  
 Priya Gardens Simhachalam  
 Vishakhapatnam - 530028  
 Andhra Pradesh  
 India  
 Ph: (91) 95053 76955

Dear Rakoti,

Congratulations! We are delighted to make you an offer as **Digital Specialist Engineer** and your role is **Digital Specialist Engineer**.

Here are the terms and conditions of our offer:

### Joining

Your scheduled date of employment with us will be **October 18, 2021**.

### Location

Your location of training is **Mysore, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates\* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

\* For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.

### Training Period:

The training program will consist of classroom training and on-the-job training. The duration of the classroom 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 six 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 - III.

Company Confidential - This communication is confidential between you and Infosys Limited

Page 1 of 7





### Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of leave annually, during probation. On confirmation, 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 financial 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 **Digital Specialist 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 Fixed Gross Salary will be INR 41,668 per month. The break-up of your salary has been provided in the Compensation Details sheet at Annexure - I.

#### 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 - III for more details.

### Insurance

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of INR 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of INR 62,00,000 of which INR 32,00,000 is covered towards natural death, and INR 30,00,000 towards an accidental death. All employees become members of Infosys Welfare Trust, by one time payment of INR 250 and fixed monthly contribution of INR 250.

The details of the Scheme would be available to you when you join the Company

### Notice period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training / employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three months' 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 **Digital Specialist 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, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

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 - II).





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 name                      Location





## ANNEXURE -I

COMPENSATION DETAILS (All figures in INR, per month)	
NAME	Mr. Rakoti Ram Sai Hemanth
ROLE	Digital Specialist Engineer
ROLE DESIGNATION	Digital Specialist Engineer
<b>1. MONTHLY COMPONENTS</b>	
BASIC SALARY	20,840
BASKET OF ALLOWANCES	15,157
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	3,960
<b>MONTHLY GROSS SALARY</b>	<b>37,957</b>

<b>2. ANNUAL COMPONENT</b>	
BONUS / EX-GRATIA - (Balance 5% will be paid out at the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	208

<b>3. RETIRAL BENEFITS</b>	
PROVIDENT FUND 12% of Basic Salary	2,501
GRATUITY 4.81% of Basic Salary *	1,002
<b>FIXED GROSS SALARY (1+2+3)</b>	<b>41,668</b>

<b>TOTAL GROSS SALARY</b>	<b>41,008</b>
---------------------------	---------------

OTHER BENEFITS				
Scheme	Eligible Amount in INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SOFT LOAN	Fifty thousand (With Security)	@ 5%	24	Nil
	Twenty-five thousand (Without Security)			
SALARY LOAN	One Month's Gross Salary	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.				



**ANNEXURE II**

**NON COMPETE AGREEMENT**

I, \_\_\_\_\_ do hereby acknowledge and confirm the following: -

(1) I am accepting employment with Infosys Limited ("Infosys"). Now, as per the presents below, I agree to the following terms herein, and acknowledge that this is a material condition of my employment with Infosys Limited.

(2) I am required, on behalf of Infosys, to provide services to, or solicit business from, various clients of Infosys for whom I performed services as a Company employee (each such client hereinafter referred to as a "Customer").

(3) In consideration of the above, I agree that for a period of six (6) months following the termination of my employment with Infosys for any reason, I will not:

a. accept any offer of employment from any Customer, where I had worked in a professional capacity with that Customer in the twelve (12) months immediately preceding the termination of my employment with Infosys;

b. accept any offer of employment from a Named Competitor of Infosys, if my employment with such Named Competitor would involve me having to work with a Customer with whom I had worked in the twelve (12) months immediately preceding the termination of my employment with Infosys.

For the purpose of this Non-Compete Agreement, "Named Competitor" shall mean the following entities and their wholly owned subsidiaries:-

- i. Tata Consultancy Services Limited
- ii. Accenture Limited
- iii. International Business Machines Corporation
- iv. Cognizant Technology Solutions Corporation
- v. Wipro Limited

Place: \_\_\_\_\_ Employee Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_ Employee Name: Mr. Rakot/Ram Sai Hemanth

Acknowledged by Infosys Limited:





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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20182450990/Hyderabad**  
**Date: 11/01/2021**

Mr. Akash Sahukara  
9-341/5, Tarani Towers, Flat-1, Narshimha Nagar, Gopalapatnam, Visakhapatnam-530027/Narasimha Nagar,  
Opposite Cmr Gopalapatnam,  
Visakhapatnam-530027,  
Andhra Pradesh.  
Tel# -

Dear Akash Sahukara,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the opt on 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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**TCSL/CT20182450990**

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No.1 Software Units Layout, Madhapur, Hyderabad-500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 7222 Website: services.tcs.com

Registered Office: Nandan Building, 9th Floor, Nandan Park, Madhapur, Hyderabad-500 081

TCS Career Services: [careers@tcs.com](mailto:careers@tcs.com) Email: [careers@tcs.com](mailto:careers@tcs.com)



Strictly Private and Confidential

Date:25-Jun-2021

Rohitha Saija  
C9679388

31-23-40/3,Venkata Durga Residency-3,opp road no:7,barathi naga ,ITI road,Kurmannapalem,Visakhapatnam-  
530046

8978547971

Dear Rohitha Saija,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.



Version 2.1 (Feb 2021)

1

candidate's Signature

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

**Pre Onboard Learning Module:** To provide our new joiners with a unique learning experience, Accenture has designed a special online learning module called Technology Fundamentals Online Learning Program (Hereinafter referred to as "program"). This program further provide details about the training opportunities and terms of training/assessments that were shared with you in your Letter of Intent. To ensure that you have ample time to learn at your own pace, and prepare for the ensuing assessments, you will have complete access to the program for 45 days from the date you receive the training link.

Details of the program and assessment are as below.

- The program is hosted on a virtual platform that you can access from anywhere and it will provide you with all the information and trainings that you need to begin your career at Accenture.
- After going through all the learning modules, you will be required to go through Technology Fundamentals Assessments based on what you have learned in the program.
- On successfully completing the program within 45 days and clearing the program assessments in your first attempt, you will be eligible to receive a learning Incentive of INR 10,000.
- In case you fail to clear the assessments in your first attempt, or do not complete the program within 45 days from the receipt of the training link, you will not be eligible for any learning Incentive.
- To clear the assessments, you will need to score a minimum of 60% marks in each assessment test. In case are not able to score the required 60% in your first attempt, you will get two additional attempts where you will need to score a minimum of 65% marks to successfully clear the assessments.
- During each re-attempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you.

Your employment with Accenture is subject to you successfully completing the program assessments mentioned above. In case you are not able to clear the program assessments in three attempts, your offer will stand revoked.

Version 2.1 (Feb 2021)

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candidate's Signature

After successful completion of the aforementioned assessments, and after joining the Company, you will need to undergo further training program(s), with specified timeframes, for the specific skill-set assigned to you. Periodic tests will be conducted throughout this training program and you are expected to clear all of them. You will need to score a minimum of 60% marks in each of these tests to clear the Accenture specific training program. If you are unable to score 60% in your first attempt, you will get two more opportunities to take the test and score the required passing percentage. Your employment with Accenture is subject to you successfully completing the Accenture specific training program. If you are unable to clear the Accenture specific training program tests in three attempts, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure (II) along with the signed copy of this offer letter and Terms of Employment.

After accepting this offer, we encourage you visit Countdown to the Company (<http://careers.accenture.com/Microsites/countdown/Pages/welcome-India.aspx>). This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history - as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to:

<https://indiacampus.accenture.com/candidate>

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED:



**Mahesh Vasudeo Zurele**  
Senior Managing Director  
Lead, Advanced Technology Center, India

[Insert full legal name]

**ANNEXURE 1****COMPENSATION & BENEFITS**

Annual Total Cash compensation structure as per the Company guidelines is:

<b>Total Cash Compensation Elements</b>	
	<b>Annual (INR)</b>
<b>(A) Annual Fixed Compensation</b>	383000
<b>(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)</b>	32500
<b>Maximum Annual Total earning potential (A+B)</b>	415500
<b>Joining Bonus (Refer to the Section C)</b>	25,000
<b>(D) Additional Benefits</b>	
<b>Gratuity as per law<sup>#</sup></b>	9500
<b>Insurance Premium(notional value)</b>	
<b>Total Cash Compensation + Total Additional Benefits (A+B+C+D)</b>	<b>450000</b>

**(A) Annual Fixed Compensation**

• Your annual fixed compensation is INR 383000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

**(B) Local Variable Bonus (LVB)**

•As part of your annual total cash compensation, you will be eligible to participate in the FY21 Local Variable Bonus programme (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB programme guidelines. The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.



**(C) Joining Bonus**

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- Joining Bonus: of INR 25,000 payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you

**Note: For International Worker Only\***

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CIC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

\* As defined by applicable law from time to time.

**Benefits applicable for current Company financial year**

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company
  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under.
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent's in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. Gratuity amount is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

**From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.**

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

## **ANNEXURE II**

### **Mandatory documentation at the time of onboarding:**

1. Two copies of your recent passport size photographs.
2. Original marksheet of all semester (PG/UG).
3. Original provisional degree certificate or convocation degree certificate.
4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
5. Copy of Degree/PG/Diploma (as applicable) certificates.
6. Passport copy, if available (if not please apply immediately).
7. Pan Card
8. Copy of Aadhaar Card or copy of receipt of Aadhaar enrolment number which we request you to voluntarily provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like PFPO, ESIC and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications.



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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203487471/Hyderabad**  
**Date: 11/01/2021**

Ms. Sukanya Lakshmi Siram  
17-33/1Robbivari Street,  
Sai Teja Water Plant,  
Rajahmundry-533125,  
Andhra Pradesh  
Tel# 91-7842501226

Dear Sukanya Lakshmi Siram,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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**TCSL/CT20203487471**

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No.1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

Registrar: (D.O.) - Nil; at building: 5th Floor, Barman Point, Mumbari-400 021  
TCS Career Services page: (2002) 2011 | E-mail: careers@tcs.com





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Date: 02 March, 2021

Dear Suvarna Bhavya,

**Congratulations!!**

We hereby declare you as a part of **Prolifics Corporation Private Limited**.

Prolifics Corporation Private Limited is a leading software services company that caters to diverse industry verticals. Founded in 1997, Prolifics's software engineers are providing solutions to enterprises across the globe. Prolifics's Technology Development Centers are located in India and with offices in North America, and Europe to cater to its large clientele. With ISO 9001:2000 certified and SEI-CMMi Level 5 assessed company and excellent development teams, Prolifics has been successfully empowering its customers with innovative end-to-end technology solutions.

Prolifics is guided by a strong value system. These values nurture ethics empowerment, commitment and resilience and are practiced at every level. We provide "continuous value" to our customers through combination of mature processes, best practices, and unique delivery models.

Further to our discussions, we are pleased to make a "Provisional Offer" to you as **Trainee Software Engineer** on the following terms and conditions:

1. Your place of posting will be at our head office Hyderabad or at any of our branch offices.
2. The offer letter with date of joining will be released on successful completion of your Final year examination. We reserve the right to revoke this provisional offer at our discretion at any time.
3. The appointment letter will be given to you on the date of joining.
4. Appropriate income tax will be affected on salary and benefits. The information about your compensation is personal and confidential. Please do not share these details with any person internally within the organization or externally.
5. The list of documents that you are required to produce on the date of joining will be sent to you through email.

In the event of any discrepancy, we reserve the right to reconsider your compensation or cancel your candidature

We urge you to learn more about Prolifics, by going to our website [www.Prolifics.com](http://www.Prolifics.com)

You will be based in Prolifics Corporation Limited, 14th Floor, Raheja Mindspace Hitech City Madhapur, Hyderabad – 500032, Telangana, India

Please revert to us with your acceptance of this Provisional Offer on or before failing which this Provisional Offer will be considered as null and void.

Wishing you all the best.

Yours sincerely

*This is an electronic generated document and does not require any signature.*



(13)

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203297552/Hyderabad**  
**Date: 11/01/2021**

Mr. Venkata Surya Vamsi Thota  
0-00Yedla Veedhi,  
Srungavarapukota,  
Vizianagaram-535145,  
Andhra Pradesh.  
Tel# 91-7702958009

Dear Venkata Surya Vamsi Thota,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

**TCS Confidential**  
**TCSL/CT20203297552**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, Next Software House Layout, Madhapur, Hyderabad 500 080, India

Tel: 91 40 6667 2000 or 91 40 6667 2222. Web: <http://www.tcs.com>

Recs are 100% e-Recruitment only. For more details visit [www.tcs.com](http://www.tcs.com) or call 1 800 0 10 10

TCS and TCS logo are registered trademarks of Tata Consultancy Services Limited.





Letter of Intent

17 December 2020

Akhil Tiguti  
Anil Neerukonda Institute of Technology and Sciences  
Visakhapatnam

Dear Akhil Tiguti,

We are pleased to inform you that you have been provisionally short-listed for employment as "Software Engineer Trainee".

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs.3.50 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Prior to joining Hexaware and commencement of your training program, you are required to join the Early Intervention Program (EIP) to be conducted by Hexavarsity and complete it successfully.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,  
For HEXAWARE TECHNOLOGIES LIMITED

*Monica Mathur*

**Monica Mathur**  
Vice President, Recruitment-India & APAC



**HEXAWARE TECHNOLOGIES LTD.**

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mahape,  
Navi Mumbai, 400710, Tel : +91 22 6791 9595, Fax : +91 22 6791 9500  
(CIN) : I72900MH1592PLC069662 URL: [www.hexaware.com](http://www.hexaware.com)



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Letter of Intent

17 December 2020

Akhil Tiguti  
Anil Neerukonda Institute of Technology and Sciences  
Visakhapatnam

Dear Akhil Tiguti,

We are pleased to inform you that you have been provisionally short-listed for employment as "Software Engineer Trainee".

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs.3.50 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

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You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,  
For **HEXAWARE TECHNOLOGIES LIMITED**

*Monica Mathur*

**Monica Mathur**  
Vice President, Recruitment-India & APAC



**HEXAWARE TECHNOLOGIES LTD.**

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mshapa, Navi Mumbai, 400710. Tel.: +91 22 6791 9505, Fax: +91 22 6791 9500  
(CIN) : L72900MH1992PLC069662 URL: [www.hexaware.com](http://www.hexaware.com)





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## GROSS SALARY SHEET

Annexure 1

Name	Akhil Vinnakota
Designation	Assistant System Engineer-Trainee
Institute Name	Anil Neerukonda Institute Of Technology & Sciences

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
Retention Incentive	NA	0
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,35,877</b>
Xplore/ Learning Incentive****		Upto 60,000

# Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

\*\*\* For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
Hcuse Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	600	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

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## TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Deccanpark, No 1, Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2272 Website: www.tcs.com

Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Service Line: 1800 200 1111 Email: careers@tcs.com

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**Employee Confidentiality Acknowledgement, Non Disclosure and  
Assignment of Inventions Undertaking**

I understand that I am being granted access to the Amadeus Labs located at **Amadeus Software Labs India Pvt Ltd**, 5th Floor Etamin Block B3, Prestige Technology Park II, Maratahalli Sarjapur Outer Ring Road, Kadubeesanahalli, Bangalore - 560103.

In addition to my existing obligations under the Employee Confidentiality, Proprietary Information, Inventions Assignment and Non-Competition Agreement at the time of joining executed between me and my employer, I hereby agree to be bound by the following obligations contained in this document.

**I. Confidentiality/ Security/Personal data**

During the course of the Engagement and/or during the period that I have access to the Labs, I acknowledge that I will have access to sensitive information such as scientific, technical, industrial, professional, financial and commercial information along with personal data and payment data related to Amadeus Labs, its subsidiaries and affiliates, its customers, providers and partners. I understand and acknowledge that all such information, whether or not marked confidential, and whether in tangible form or otherwise, is proprietary to Amadeus Labs and that I am required to treat the same as strictly confidential information under the terms of my employment. I further acknowledge that my being granted access to the Labs is conditioned upon my acceptance of the terms hereof and my having undertaken to maintain the confidentiality of the information I am given access to

I hereby undertake not to:

- Use or permit the use, partially or totally, directly or indirectly of any information that I might gain or receive access to during my Engagement except to the extent necessary for the proper fulfillment of my duties in relation to the Engagement;
- By act or omission, disclose or make available any information to which I have gained access during the course of the Engagement or at the Labs, directly or indirectly, to the public or to any person whatsoever;  
Manipulate, copy, reproduce, duplicate, record, reverse engineer, analyze, replicate, store or to carry out any operations whatsoever on the information unless such operation(s) are imperative for the achievement of my mission, provided that the express consent of Amadeus Labs has been received for such an operation.

Further, I hereby undertake to observe all the protection and security rules, precautions and procedures regarding confidential information, including personal data and payment data within Amadeus Labs.

Therefore and without any limitation, I hereby commit myself to:

- Respect all applicable laws and regulations regarding the protection of personal data, including but not limited to the French Data Protection Act 78 17 of the 6 January 1978 and the European Directive 95/46/CE of the 24 October 1995;
- Observe any rules existing at Amadeus
- relating to the handling and/or security and safety of personal data and payment data;
- Not process, publish, disclose, transmit, broadcast or use in any way personal data or payment data without Amadeus Labs prior consent, and  
Take all necessary means to protect personal data and payment data.

DocuSigned by:  
**VINNAKOTA AKHIL**  
C1C06F7D46034AB

**II. Assignment of Inventions**

In addition to my existing obligations under the section 3 "Assignment Inventions" of the Employee Confidentiality, Proprietary Information, Inventions Assignment and Non Competition Agreement, I hereby agree to be bound by the following obligations:

I acknowledge that all original Works of Authorship which are made by me (solely or jointly with others) within the scope of my employment the course of the Engagement and which are protectable by copyright are "works made in the course of employment" within the meaning of the (Indian) Copyright Act, 1957, as amended by the Copyright (Amendment) Act, 1999, and "works made for hire," as that term is defined in the United States Copyright Act (17 U.S.c. § 101 (2000)).

To the extent Moral Rights may not be assignable under applicable law and to the extent Moral Rights are allowed by the laws in the various countries where Moral Rights exist, I hereby irrevocably waive such Moral Rights and consent to any action of Amadeus Software labs India Private Limited that would violate such Moral Rights in the absence of such consent. I further acknowledge that all material delivered by me to Amadeus Software labs India Private Limited have been delivered to them for the purposes of their customization, modification and use of such work in such manner or context as they may deem fit. I hereby waive my right to object to any such modification or use by Amadeus Labs.

These commitments are valid during the Engagement and shall survive for a period of three (3) years thereafter.

I hereby state that I have been informed that the respect of these commitments is of the utmost importance and I hereby legally bind myself to observe the same strictly. Besides, I am aware of the fact that any breach of the present agreement shall be considered as a breach by me and may subject me to any action whether under civil law, tort law, criminal law or any other applicable law.

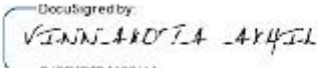
Last name and first name ..... VINNAKOTA AKHIL

Date: 25-10-21

Emp Id:.....

Place:..... bangalore

( "Read and Approved" )

Signature:  DocuSigned by: VINNAKOTA AKHIL  
C:1C06F2DA6C84A5



**USER ACCESS RIGHTS AGREEMENT**

I acknowledge the receipt of unique user ID's for accessing India resources, which are exclusively related to my work, and also for accessing other resources which is not within my scope of work, on a "need to know" basis. For these access privileges I shall:

1. Select quality passwords and change these passwords at regular intervals, as defined in the Amadeus Labs Password Policy.
2. Keep my passwords confidential, and avoid storing any record of these passwords.
3. Change passwords whenever there is any indication of possible system or password compromise, and report the same to the Internal IT team.
4. Use my official Email ID only for official purposes.
5. Not misuse my access rights in any way that violates the Terms and Conditions of my employment with the organization.
6. Abide by the "Acceptable Usage Policy" as published in the Amadeus Corporate Information Security policy on Amadeus Intranet.

Furthermore:

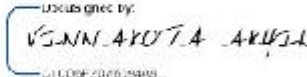
- a. I understand and acknowledge that this privilege allows me to access the information assets of the organization only for official purposes.
- b. I agree, not to use any others' access privileges for any malpractices, even if those are divulged to me accidentally or otherwise, and at the same time will report the divulgence as a security incident to the appropriate authority immediately.
- c. I agree that the organization has the right to deny or withdraw my user privileges at any time for information security reasons without any notification.
- d. I shall not use my privileges to download or install any software without a valid/legal license
- e. I understand that to download or install valid/legal software, I need a business approval from my manager
- f. I understand that any violation of the organizational policies can lead to severe disciplinary actions.
- g. I agree and adhere to perform all information security related duties which relates my role at Amadeus Labs.

Name of the Employee : VTNNAKOTA AKHTI

Emp ID : \_\_\_\_\_

Location : Bangalore

Date : 25-10-21

Signature : 

Classification: Internal

Version 1.0

Dated 1<sup>st</sup> June 12



# Code of Ethics and Business Conduct (CEBC)

Amadeus Group

October 2015

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## Preamble

This Code of Ethics and Business Conduct (the "CEBC") is based on the following values: Customers First, Working Together, Taking Responsibility and Aiming for Excellence. The CEBC reflects who we are and how we conduct our business. Our guiding principle is integrity – the personal integrity of each and every member of the Amadeus community and our professional integrity as a business organisation.

Our commitment to excellence has made us leaders in our industry. The same spirit of excellence informs our professional behaviour and how we treat one another. It guides our relations with stakeholders, our conduct in the communities in which we operate, and our efforts to contribute to a healthier, cleaner and more sustainable environment.

At Amadeus, we aspire to be a leader in everything we do. Mere compliance with the law in the many countries in which we operate is therefore not enough. Rather, we strive to adhere to the very highest ethical standards and to be recognised for our practices and programmes in corporate governance, social responsibility and environmental sustainability.

Following the spirit and the letter of this Code of Ethics and Business Conduct helps us sustain our market leadership and solidifies the principles that have made us a trust-based partner to our customers, suppliers and others with whom we work. It is, therefore, the responsibility of each and every one of us to know and live the values and provisions of this Code, and to make it the basis of what we do, every day, everywhere in the world.

## Our People

Our people are our greatest asset. Therefore, protecting the rights and dignity of each member of the Amadeus community in all situations is vital. We believe in equal opportunity and fair treatment. Amadeus explicitly rejects any and all discrimination based on gender, race, ethnic origin, morals, age, disability, state of health, sexual orientation, family status, religion, union activities or political beliefs. We are committed to helping all employees find a healthy work-life balance. We respect the privacy and integrity of all stakeholders, whether internal or external.

Amadeus respects and promotes international human rights and expects all its providers, third party contractors and business partners to uphold internationally-recognised standards regarding working conditions and the dignified treatment of employees.

## Beyond Compliance

Amadeus is fully committed to complete and strict compliance with all appropriate laws and regulations in all countries and jurisdictions in which we operate. This includes, but is not limited to, laws and regulations pertaining to health and safety, labour, discrimination, insider trading, taxation, data privacy, competition and anti-trust, the environment, public tenders, anti-bribery and anti-money laundering.

Compliance alone, however, is not enough. Consistent with the values and principles set forth in this Code, we are guided by the highest ethical standards and are firmly committed to excellence in the fields of corporate governance, social responsibility and environmental sustainability.

## Commitment to the Environment

Though Amadeus does not engage in industrial production, we must do our part to build a healthier, more sustainable environment. We are committed to reducing the overall environmental impact of our operations, and to helping the industries we serve take the important steps forward to reducing carbon emissions and other forms of pollution. In our operation, this includes greater reliance on energy-efficient technologies and more energy efficient site management, as well as greater use of recycled, recyclable or otherwise more environmentally-friendly supplies. All members of the Amadeus community are called upon to contribute to this goal through initiatives, suggestions, and

individual leadership. In addition, through innovative products and services, we will help our clients achieve greater energy efficiency and environmental sustainability.

## Conflicts of Interests, Gifts, and Bribes

Amadeus teamwork is based on trust and integrity. We expect employees to honour the trust placed in them by acting at all times with personal and professional integrity. Employees must avoid conflicts of interests, including all situations where competing professional or personal interests put in question the impartial fulfilment of professional duties. Employees should never use their position within Amadeus, or the resources of Amadeus, to obtain benefits for themselves, relatives, or third parties connected to them.

To protect our reputation and integrity, members of the Amadeus community should take all possible steps to avoid even the perception of conflicts of interests. This involves disclosing to supervisors any situation that could lead to a conflict of interests, conducting all tenders and external requests for proposals (RFPs) with the greatest possible openness and transparency, and, if necessary, recusing oneself from business decisions in which a family member or connected third party has a stake. The Amadeus Group Decision Tree in Appendix A provides further guidance on how to avoid conflicts of interests.

Amadeus employees should not solicit, accept, promise, or offer gifts, invitations, or entertainment from or to customers, suppliers, or other business partners unless they are modest, appropriate, and consistent with reasonable business practices and acceptable under all applicable laws. Any employee receiving a gift, invitation, or entertainment that could be seen as not meeting the above criteria needs to promptly inform her or his supervisor. Please refer to the Gifts & Entertainment Policy. If in doubt, employees should always seek counsel, either from their supervisor or a member of the Ethics Committee for this Code.

Amadeus does not pay bribes. We compete on the basis of our superior products and services. Neither the company nor its employees will pay or promise to pay government officials, political parties, candidates, or other parties, illicit payments to win new business or to keep existing business. Please refer to the specific Anti-Bribery and Corruption Policy.

## Safeguarding Information, Personal Data, and Confidentiality

Professional handling of information is our business. Our reputation as a trusted partner depends critically on the safe, secure, reliable, and efficient processing of sensitive information, including passenger data and other information about our customers and their clients. Such information must be handled with the utmost care and according to all applicable data protection and data security laws, as well as all relevant internal Amadeus rules and procedures. For specific guidance, please refer to the Amadeus Group Data Privacy Policies.

In the course of partnership-based relations with our clients, Amadeus and its employees acquire information about our clients' strategic plans, operations and transactions. This information is confidential and may not be used outside the context of the specific relationship with a client in question. The same applies, where appropriate, to relations with suppliers.

Amadeus employees will also from time to time be privy to internal information that is considered confidential. Employees should make all reasonable effort and take all reasonable precautions to protect such information and to ensure that it is not communicated to unauthorised third parties, complying with policies issued by the Group from time to time. Please refer to the Information Classification and Handling Policy.

Confidential information includes, but is not limited to, the Group's financial information, including profits, budgets, targets, and forecasts; commercial agreements, project progress, investments or divestments; information about lawsuits in which the Group may be involved; information about the Group's intellectual property; and personal information about employees, including health, performance assessment, and remuneration.



## Relations with Third Parties

Besides customers and suppliers, Amadeus and its employees frequently interact with a range of third parties, including competitors, industry associations, public authorities, interest and community groups, educational and scientific institutions and the media. Building and maintaining positive stakeholder relations is part of our commitment to conducting business in an open, transparent, and accessible manner.

Employees always represent Amadeus, directly and indirectly, when they engage third parties or otherwise act externally. The most important principle for relations with third parties is therefore the protection of Amadeus' reputation, integrity, and good name, and those of its customers. Accordingly, employees shall not engage in any conduct that could put any of these at risk.

In relations with competitors, or with firms that are current customers of competitors, Amadeus employees should use utmost discretion to ensure that no confidential information is disclosed. In particular, employees should never communicate or enter into any agreement or understanding – whether formally, informally, or hypothetically – with a competitor regarding a competitive matter, including discussing pricing, functionality, marketing programmes, or service features except where the matter has been explicitly discussed with, and approved in advance by, the Group Legal Department.

Employee participation in courses, classes, seminars and similar business events as lecturers, conference speakers, organisers or moderators, requires approval from an Amadeus Group Vice President. In case of doubt, the Legal or HR departments will have to be consulted. Once the responsible department has analysed the contents of the speech or seminar, it will request approval from the employee's department as well as any other department/s whose scope of activity may be affected. When taking part in such events, the employee must avoid making statements or expressing opinions that may harm the reputation, interests or confidential information of the Group or its customers.

The employee must avoid making statements or expressing opinions that may harm the reputation, interests or confidential information of the Group or its customers in chat sites, community forums and other websites and web pages.

As a processor of vast amounts of information, Amadeus occasionally receives requests for information provision or cooperation from public authorities or law enforcement bodies. To ensure proper compliance with all applicable laws and provisions, such requests must be handled according to the centralised procedure put in place for the entire Group, under the supervision of the Group Legal Department. The same applies to public information requests regarding financial, tax, or human resources data, in which case the Finance and Human Resource Departments will provide relevant guidance.

## Relations with the Media

The Group's relations with the media is the responsibility of the Corporate Communications Department, except for legal matters (including regulatory matters), which are the responsibility of the Group Legal Department, though it will keep the Corporate Communications Department duly informed. Only select, authorised employees are permitted to respond to media requests. Therefore, any call, request for information or other contact from the media must be passed onto the Corporate Communications Department. Similarly, before contacting a member of the media in a professional capacity, employees must request prior authorisation from the Corporate Communications Department.

The following senior executives may have direct relations with the media with the sole requirement of notifying the Corporate Communications Department: the Group's CEO, the members of the Executive Committee, other senior executives designated by the CH as well as the General Managers of the Companies in the Amadeus Group. In the latter case, this only applies to matters concerning the Company for which they render their services.

## Handling of Company Property, Equipment, and Installations

Amadeus provides its employees with resources to carry out their work and work-related tasks. It is the responsibility of each employee to treat Amadeus property, equipment, and installations with care.

Handling of information technology equipment, such as personal computers, mobiles, tablets and similar handheld devices, requires special attention. Employees must ensure that their use of IT equipment neither jeopardises the security of the Amadeus IT infrastructure or information contained within it, nor puts at risk the reputation and integrity of Amadeus or its customers. Please refer to the applicable Information Security policies for further information.

Amadeus recognises that employees occasionally employ company IT equipment for non work-related purposes and that such equipment at times gets used off-site. To ensure that sensitive information and systems remain secure, employees must at all times apply the same safety and security procedures for their personal and off-site use of company IT equipment as are mandated for work-related, on-site use. The integrity and security of Amadeus' IT infrastructure is the responsibility of each and every member of the Amadeus community, not just of the Information Security team.

## Application and Implementation

This Code is binding on all employees of the Amadeus Group, including the members of the Executive Committee and VPs/Directors, and forms part of their employment relationship with the Group or the relevant Amadeus Company. For this purpose, "Amadeus Group" or "Group" is the set of companies in which Amadeus IT Group, S.A. has a direct or indirect holding and which it controls.

In addition to direct employees of the Amadeus Group, this also extends to agents, scholarship holders, subcontracted personnel, and, in general, all people who work or render their services in any Amadeus Group Company. In the case of subcontracted people who render their services for an Amadeus Group Company through another company, Amadeus will endeavour to have such entities expressly agree to principles consistent with the CEBC.

It is the responsibility of each and every Amadeus employee to know this Code of Ethics and Business Conduct, strictly adhere to its provisions, and to promote this Code in their daily professional activities. All employees will be offered training on the Code and its applicability.

Behaviour that is inconsistent with this Code must be promptly corrected. Violations of this Code may result in disciplinary actions subject to any applicable local labour laws and regulations. If any of the provisions of this Code infringe upon or conflict with applicable local provisions, laws, or regulations, then such local provisions, laws or regulations, as applicable, will prevail. However, all employees should nonetheless seek to comply with the general spirit of the provisions of this Code.

This Code will be implemented in an open and transparent manner. Amadeus encourages members to discuss this Code on an on-going basis and to refer any questions or doubts to their respective Amadeus Group VP or Director, or Group Legal or Human Resources Department. Amadeus provides dedicated, confidential channels through which employees can express concerns about possible violations of this Code. Please refer to the Speak-up Policy.

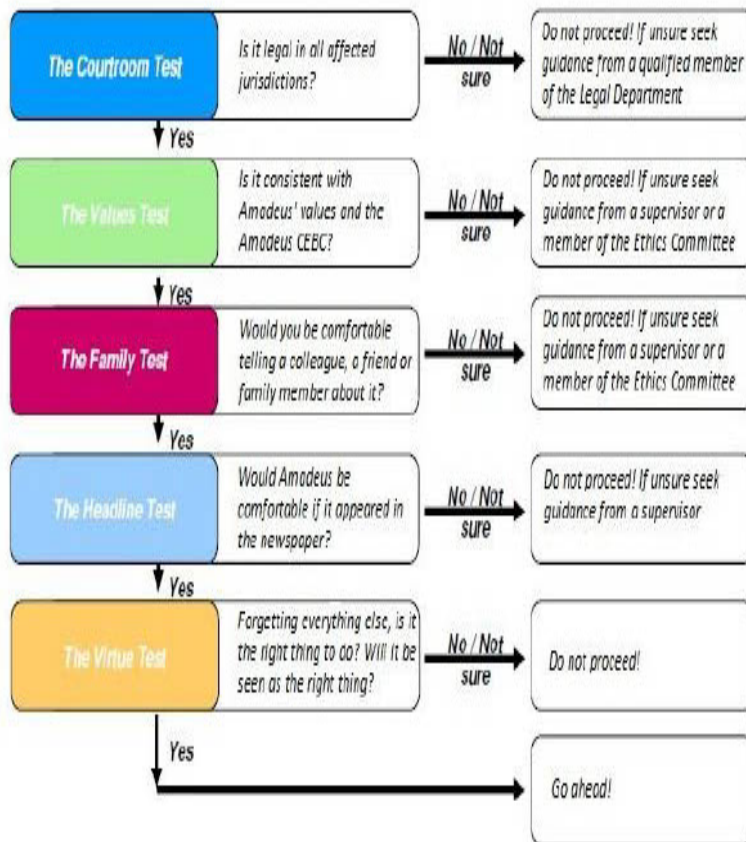
Amadeus commits that there will not be any retaliation against or adverse consequences for any individual who, in good faith, reports a concern under the Code. Taking or threatening to take retaliatory action against anyone reporting a concern under this Code is prohibited and may subject the person threatening retaliation to appropriate disciplinary action up to and including dismissal. All reports made under this policy will be promptly and appropriately investigated.

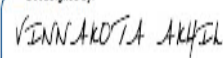
An Ethics Committee has been formed to address concerns and questions related to the application of this Code as well as assist in issues brought forward by employees related to any matter in regard to the Amadeus CFBC. Amadeus is committed to revising and amending this Code as needed to ensure our leadership in the fields of corporate governance, social responsibility and environmental sustainability. Please see Appendix D for a brief description of the Ethics Committee and its functions.





### Appendix A: Amadeus Group Decision Tree



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## Appendix B: Excerpts from the Ethics Committee Terms of Reference

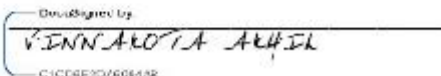
The commitment of Amadeus to ethical business behaviour is a key element of its corporate governance. The Code of Ethics and Business Conduct (CEBC) summarizes the professional conduct Amadeus expects from its employees.

Clearly, we anticipate that line management will bear primary responsibility for ensuring ethical business conduct by the Amadeus community, with support from HR, Legal, Risk & Compliance and the other corporate functions. We encourage staff to work within our existing structures to resolve issues of concern. However, we also recognize that some matters of a sensitive or confidential nature can be handled more effectively through an independent channel.

With this approach in mind, Amadeus Executive Management established an Ethics Committee made up of VP/Directors from various sites and regions, which is empowered to oversee compliance with the CEBC and other laws, policies, rules and regulations that set the framework for ethical business behaviour. This independent body provides support to all stakeholders, as we work toward our common goal of fostering ethical business behaviour.

Subject to any applicable legal requirements, (i) each member of the Committee will ensure that issues submitted to that member or upon which the member becomes aware as a result of his/her activities on the Committee, are dealt with on a confidential basis, and (ii) issues may be submitted by employees anonymously, if requested, provided local laws accept it. An employee may also request that an issue be dealt with without revealing that employee's name and the Committee will respect that confidence, except only where Amadeus may be obliged by law to provide information.

The members of the Ethics Committee can be reached through direct contact, or through a confidential email sent to [ethics@amadeus.com](mailto:ethics@amadeus.com). Whenever necessary and appropriate, Amadeus will establish alternative means of communication outside of normal email to ensure confidentiality.

<b>Name of the Employee</b>	:	VINNAKOTA AKHIL
<b>Emp ID</b>	:	
<b>Location</b>	:	Bangalore
<b>Date</b>	:	25-10-21
<b>Signature</b>	:	





AMADEUS

**EMPLOYMENT AGREEMENT**

**BY AND BETWEEN**

**AMADEUS SOFTWARE LABS INDIA Pvt. Ltd.**

**AND**

**EMPLOYEE NAME:** VTNNAKOTA AKHTI

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ANNEXURE 1: COMPENSATION LETTER

ANNEXURE 2: FORMAT OF RELEASE

**EMPLOYMENT AGREEMENT**

This Employment Agreement (hereinafter referred to as the "Agreement") is made on this day of Monday.....

**BY AND BETWEEN:**

Amadeus Software Labs India Private Limited, a company incorporated under the provisions of the Companies Act, 1956 and having its registered office at 6th Floor, Etamin Block B3, Prestige Technology Park II, Outer Ring Road, Kadubeesanahalli, Bengaluru - 560103 (hereinafter referred to as the "Company", which expression shall, unless repugnant to the context or meaning thereof, be deemed to mean and include its successors in interest, administrators and permitted assigns), and VINNAKOTA AKHIL son/daughter of VINNAKOTA RAVIBABU currently residing at SRLNGAVARAPUKOTA (hereinafter referred to as the "Employee" which expression shall, unless repugnant to the context or meaning thereof, be deemed to mean and include its successors in interest, administrators and permitted assigns).

WHEREAS, the Company is in the business of Information Technology for the Travel Industry and in the course of its business, has acquired or may acquire confidential property, information and trade secrets, made/will make discoveries and improvements or developments, which it desires to keep confidential.

WHEREAS, the Company undertakes several projects / assignments on behalf of its clients that involve the development of Intellectual Property (as defined hereinafter) and which also entail confidentiality obligations. The Company must respect the Intellectual Property and confidentiality obligations of its clients and therefore, in turn the employees are also expected to respect the same.

WHEREAS, the Company wishes to safeguard its goodwill, business and proprietary information to which the Employee may have access.

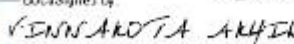
WHEREAS, the Company desires to engage the Employee to primarily perform research and development in both hardware and software as well as develop customized solutions for clients in India and overseas on the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual promises set forth herein, the Company and the Employee hereby agree as follows:

**1. DEFINITIONS AND INTERPRETATION**

In this Agreement unless the context otherwise requires:

- 1.1 "Agreement" means this Agreement including any Annexures and Schedules attached to this Agreement and as may be amended and modified from time to time.
- 1.2 "Business" means inter alia the business of providing complete design and engineering solutions for multimedia, telecommunications, networking, and computer industries and providing consultancy, technical and operational support with respect to software development for export and domestic market; and modifying, customizing, contracting, marketing, selling, distributing, representing, licensing, import and export of all and every kind of software program, software data, software solutions, integrated circuits, printed circuit boards, and hardware solutions.
- 1.3 "Compensation Letter" means the letter issued by the Company to the Employee setting out the details and manner of the compensation, as amended from time to time.
- 1.4 "Competitor" means and includes all such Persons (as defined hereinafter) whether domestic or foreign, which carry on or which are likely to carry on same and/or similar Business.
- 1.5 "Confidential Information" includes but is not limited to information which is or fairly be considered to be of a confidential nature, which is obtained whether (without limitation) in graphic, written, electronic or machine readable form on diskettes or orally, by the Employee; and whether or not the information is expressly stated to be confidential or marked as such, in writing, and also includes all Intellectual Property, but is not limited to:

DocuSigned by:  
  
 VINNAKOTA AKHIL  
 C1C06F20A6E048

- 1.5.1 Information of value or significance to the Company or its Competitors (present or potential) such as:
- 1.5.1.1 Customer data, in particular, names, addresses, sales figures and sales conditions of the Company and its clients.
  - 1.5.1.2 Distribution data, in particular, names, addresses, sales figures and sales conditions of distributors, agents and licensees of the Company.
  - 1.5.1.3 Manufacturing data, in particular, procurement and manufacturing procedures, the fees, discounts, commissions and other credits relating to the software.
  - 1.5.1.4 Supplier's data, in particular, names, addresses, sales figures, and sales condition of suppliers of software and hardware to the Company, whether in India or abroad.
  - 1.5.1.5 Business data, particularly data relating to new products, promotion campaigns, distribution strategies, license agreements and joint ventures in which the Company is involved.
  - 1.5.1.6 Software data, particularly information relating to the software and the modules thereof as well as any devices designed by the Company to prevent unauthorized copying.
  - 1.5.1.7 Research and development data, particularly information relating to the software and hardware developments of the Company.
  - 1.5.1.8 Financial data, in particular, concerning budgets, the fees and revenue calculations, sales figures, financial statements, profit expectations and inventories of the Company.
- 1.5.2 Original information supplied by the Company;
- 1.5.3 Information not known to competitors of the Company nor intended by the Company for general dissemination, including but not limited to, policies, strategies, the identity of various product-suppliers or service-providers, billing schedules, needs of its clients, information as to the profitability of specific accounts, and information about the Company itself and its executives, officers, directors and employees;
- 1.5.4 Any business or technical information relating to the Company, including but not limited to financial information, equipment, documentation, strategies, marketing plans, prospective leads or target accounts, pricing information, information relating to existing, previous and potential customers and contracts disclosed by the Company to the Employee;
- 1.5.5 Any copies of the above-mentioned information; but does not include:
- a) that which is in the public domain other than by the Employee's breach of this Agreement, or the breach of any other confidentiality agreement by any Person;
  - b) that which was previously known to the Employee as established by written records of the Employee prior to receipt from the Company;
  - c) that which was lawfully obtained by the Employee from a third Party; and
  - d) that which was developed independently by the Employee who had no access to the Confidential Information provided by the Company.

1.6 "Intellectual Property" includes:

- 1.6.1 all patents, trade marks, business processes, domain names, works of authorship, designs, utility models, copyrights whether registered or unregistered, which are owned by the Company or acquired or developed by the Company in the course of its Business, including, but not limited to moral rights and any similar rights in any country, whether negotiable or not and also



includes any applications for any of the foregoing and the right to apply for them in any part of the world; and

1.6.2 all processes, inventions, ideas, programs, codes, software, algorithms, discoveries, correspondence, trade secrets, databases, know-how, creations or improvements upon, additions or any research effort relating to any of the above, whether registrable or not.

1.7 "Person" means an individual, corporation, partnership, limited liability company, association, trust or other entity or organization, including a government or political subdivision or an agency or instrumentality thereof.

1.8 "Property" includes, but is not limited to the

1.8.1 internal memoranda, computer equipment (including software), training materials, Rules, books, and all other like property, including all copies, duplications, replications, and derivatives of such property;

1.8.2 any residential accommodation, automobile, furniture, fixtures, fittings and furnishings, communication equipment, automobile and all other items; and,

1.8.3 any tangible expression of Confidential Information, including, without limitation, photographs, plans, notes, renderings, journals, notebooks, computer programs and samples relating thereto.

1.9 "Rules" means the Company's manual, which lays down the policies, procedures, rules etc. in connection with the day-to-day operations of the Company, the behavior of its employees, the overall management of the Company and its clients/customers, as amended from time to time by the Company and other rules, regulations, guidelines or instructions as may be issued or adopted by the Company from time to time.

1.10 "Termination Date" means the date on which the employment of the Employee is ended and which shall in the case of termination by the Company be effective from the date on which the Notice Period (as defined hereinafter), if any, is over and in the case of termination by the Employee, be effective from the date on which Notice period is over or, in the event the Notice Period is waived under Clause 8.3, the date of which the Company permits the Employee to leave service.

1.11 Unless the context otherwise requires, (a) words importing one gender include the other gender; (b) words importing the singular include the plural and vice versa; (c) any reference to a statutory provision shall be deemed to include a reference to any statutory modification or re-enactment; (d) the clause headings do not form part of this Agreement and shall not be taken into account in its construction or interpretation and (e) any reference to the Employee shall, if appropriate, include his personal representatives.

## 2. EMPLOYMENT

2.1 The Company hereby employs the Employee, upon the terms and conditions set forth in this Agreement and in the Rules of the Company.

2.2 The Employee is hired by the Company on the presumption that the particulars furnished in the application are correct. If any of the said particulars are found to be incorrect or if it is found that the Employee has concealed or withheld from the Company any relevant fact or information, the employment with the Company shall be liable for termination with immediate effect, without any prior notice or salary in lieu thereof.

2.3 The Company may at its discretion, transfer the Employee to any other office of the Company in India or overseas or to any associate or subsidiary of the Company and the Employee agrees to be bound by such decisions of the Company. In such case, the Employee shall also be bound by any policy of the Company, in existence at the date of this Agreement or that may be subsequently framed by the Company.

2.4 The Employee shall work with a high standard of initiative, efficiency and economy in a professional manner and shall perform, observe and confirm faithfully and loyally to the Employee's abilities of such duties and obligations as may from time to time be assigned to him by the Company. During the term of the Agreement, the Employee shall be bound by the Agreement, the Rules of the Company and other documents of the Company, as amended from time to time. The Employee shall devote his attention,

Amadeus Confidential

Page 4 of 10

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VINNARDIA ARJE  
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knowledge and experience and give his best efforts, skills and abilities to diligently and efficiently serve and promote the business and interests of the Company in a professional manner on a full-time basis and shall act honestly, reasonably and in the best interests of the Company.

### 3. NON-COMPETITION

- 3.1 The Employee expressly acknowledges that by virtue of employment with the Company, the Employee may have access to Confidential information of the Company including business-critical, sensitive and proprietary information. During the term of the employment with the Company and for a period of one (1) year following the Termination Date in case of Competitors world wide, the Employee shall not, directly or indirectly, either as an individual on his own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function)
- 3.1.1 own or operate in India a business in competition with the business of the Company;
  - 3.1.2 solicit employment of or advise any other employee of the Company to terminate his contract or relationship with the Company or accept any contract (directly or indirectly) or other arrangement for providing services to any other person or organization; or,
  - 3.1.3 contact any of the existing or prospective clients of the Company, to entice such clients away from the Company or to damage in any way their business relationship with Company.
- 3.2 The Company may, however relieve the Employee, from complying with the provisions of this clause in whole or in part.
- 3.3 The Employee acknowledges that the foregoing geographic, activity and time limitations are reasonable and properly required for the adequate protection of the Company's business and Confidential Information. In the event that any such geographic, activity or time limitation is deemed to be unreasonable by a court, the Employee shall submit to the reduction of either said activity or time limitation to such activity or period as the court shall deem reasonable. In the event that the Employee is in violation of the aforementioned restrictive covenants, then the time limitation thereof shall be extended for a period of time equal to the pendency of such proceedings, including appeals.

### 4. CONFIDENTIALITY

- 4.1 The Employee shall not disclose, at any time, to any Person or Competitor who is not employed, part of or associated with the Company; or use for any purpose that is not within the scope of his services, any Confidential Information, except in accordance with any written exception made by the Company.
- 4.2 Notwithstanding the aforesaid provisions of this Clause, the Employee may disclose Confidential Information where compelled to do so, by any government, judicial or quasi-judicial authority; provided however, that the Employee shall in such a case give the Company a reasonable notice of any prospective disclosure and shall assist the Company in obtaining an exemption or protective order preventing such disclosure.

### 5. INTELLECTUAL PROPERTY

- 5.1 Inventions Retained and Licensed. The Employee has attached hereto a list describing all inventions, original works of authorship, developments, improvements, and trade secrets which were made by the Employee prior to the Employee's employment with the Company (collectively referred to as "Prior Inventions"), which belong to the Employee, 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, the Employee represents that there are no such Prior Inventions. The Employee shall not use or incorporate any Prior Inventions during the course of his employment with the Company without the prior, written and express consent of the Company. If in the course of the Employee's employment with the Company, the Employee incorporates into a Company product, process or service a Prior Invention owned by the Employee or in which the Employee has an interest, the Employee hereby grants to the Company a nonexclusive, royalty-free, fully paid-up, 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 service, and to practice any method related thereto.
- 5.2 Ownership of Inventions. The Employee agrees and acknowledges that any and all inventions, original works of authorship, developments, concepts, improvements, designs, discoveries, ideas, trademarks or trade



secrets, whether or not patentable or registrable under copyright or similar laws, which the Employee 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 the Employee is in the employ of the Company (collectively referred to as "Inventions") are prepared for the benefit of the Company under this contract of service and that the Company shall be the sole and exclusive owner of all rights and interests to such Inventions. The Employee agrees that the Employee will promptly make full written disclosure to the Company, and to the extent the Employee retains any rights in the Inventions, the Employee shall hold the same in trust for the sole right and benefit of the Company, and hereby assigns to the Company, or its designee, free from any encumbrances and for no additional consideration, all the Employee's right, title, and interest in and to all Inventions. The Employee understands and agrees that the decision whether or not to use, commercialize or market any Invention developed by the Employee solely or jointly with others or the manner in which such Invention is used, commercialized or marketed is within the Company's sole discretion and for the Company's sole benefit and that no royalty will be due to the Employee as a result of the Company's efforts to commercialize or market any such invention and further that there shall be no deemed lapse of the assignment made hereunder in accordance with Section 19(4) of the Indian Copyright Act, 1957. To the maximum extent permitted by law, the Employee hereby waives and agrees never to assert any moral rights, rights of authorship, rights to attribution or rights to integrity as against Company that the Employee might have in the Inventions.

- 5.3 Maintenance of Records. The Employee agrees to keep and maintain adequate and current written records of all Inventions made by the Employee (solely or jointly with others) during the term of the Employee's 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 and remain the sole property of the Company at all times.
- 5.4 Patent and Copyright Registrations. The Employee agrees 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 copyrights, patents, mask work rights or other intellectual property rights relating thereto. The Employee further agrees that the Employee's obligation to execute or cause to be executed, when it is in the Employee's power to do so, any such instrument or papers shall continue after the termination of this Agreement. If the Company is unable because of the Employee's mental or physical incapacity or for any other reason to secure the Employee's signature to apply for or to pursue any application in any jurisdiction in the world for any patents or copyright registrations covering Inventions or original works of authorship assigned to the Company as above, then the Employee hereby irrevocably designates and appoints the Company and its duly authorized officers and agents as the Employee's agent and attorney in fact, to act for and in the Employee's behalf and stead 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 the Employee.

#### 6. TERM

- 25 10 21 Subject to the provisions of termination as hereinafter provided, the term of this Agreement shall begin on \_\_\_\_\_, and shall continue until terminated by either Party in accordance with either **Clause 8** or **Clause 2** hereof. The obligations of the Employee under this Agreement will survive both the execution of this Agreement and the Termination Date.

#### 7. COMPENSATION

The Company shall compensate the Employee as per the Compensation Letter (as revised from time to time) for the services of the Employee in accordance with this Agreement. (Please refer to Annexure 1 for the Compensation Letter).

**8. TERMINATION OF EMPLOYMENT**

- 8.1 The Company may terminate the Employee's employment with the Company under this Agreement, with immediate effect and with no pay, in the event of misconduct, or fraudulent, dishonest or undisciplined conduct of the Employee, or insolvency or conviction of the Employee for any offence involving moral turpitude, or breach of any terms of this Agreement or Rules of the Company or other documents or directions of the Company by the Employee, or any unauthorized absence of the Employee from the place of work, or closure of the business of the Company.
- 8.2 Notwithstanding anything mentioned in this Agreement, the Company may, for reasons other than those listed in Clause 8.1 above, terminate the Employee's employment under this Agreement upon written notice to the Employee, in accordance with the provisions of this Clause:
- 8.2.1 The termination would be effective after two (2) months from the date of the receipt (by the Employee) of such notice [hereinafter referred to as the "Notice Period"]. Alternatively, the Company may terminate the Employee's employment with immediate effect, upon giving the Employee two (2) months' salary in lieu of notice or pro-rated salary for the balance Notice Period in case the Employee has been permitted to work during the Notice Period.
- 8.3 The Employee may, without assigning any cause, resign from his/her employment under this Agreement upon a written notice to the Company and completion of the Notice Period. However, the Employee may have to give an exit interview, at the request of the Company. The Company may, at its sole discretion, permit the Employee to leave service during the Notice Period.
- 8.4 In the event of any termination by the Company for cause as specified under Section 8.1 or if the Employee submits his resignation to the Company as specified under Section 8.3 within the first twelve months from the date of joining, then in such event, the Employee will be liable to reimburse any and all Joining Bonus, notice period buy-out, any loan the Employee may have received from the Company during his/her Employment or any relocation expenses and tax allowances, or payments made in lieu of relocation, incurred or reimbursed by the Company. In addition, should the Employee refuse to accept a job transfer or relocation after any expenses have been incurred or reimbursed by the Company, The Employee agree to repay the Company within thirty (30) days of refusal to accept transfer/ relocation for any and all relocation expenses and tax allowances, or payments made in lieu of relocation, incurred or reimbursed by the Company.
- 8.5 Any repayment by the Employee will be due and payable to the Company or will be deducted from any amounts due to the Employee from the Company, including without limitation any salary, commissions, bonuses, vacation or other paid leave, severance or separation pay and expense reimbursements, up to the full amount of the Employee expense owed to the Company, subject to applicable law. If such deduction does not fully satisfy the amount of reimbursement due, you agree to immediately repay the remaining unpaid balance to the Company.

**9. THE COMPANY PROPERTY – EMPLOYEE'S DUTY TO RETURN**

- 9.1 The Company's Intellectual Property and Property acquired by the Employee after signing this Agreement shall be returned to the Company or destroyed (including copies) not later than the final date of his employment with the Company.
- 9.2 Until such time as all the Property is returned to the Company, the Company shall, in addition to initiating legal proceedings for recovery, be entitled to withhold any salary, emoluments or other dues of the Employee and may further, at its discretion, deduct therefrom, the full value of the Property calculated at its then replacement price. In addition, the Company may also take any other legal action against the Employee and shall have the right to recover the full amount of the replacement price, if the dues of the Employee are not sufficient to cover the replacement price. Further, the Employee shall compensate the Company for any misuse or damage to the Property of the Company.

**10. INDEBTEDNESS**

If, during the Employee's employment under this Agreement, the Employee becomes indebted to the Company for any reason, the Company may, if it so elects, set off any sum due to the Company from the Employee against the compensation payable to the Employee and collect any remaining balance from him.



**11. NOTICES**

- 11.1 All notices given pursuant to this Agreement, shall be in writing and shall be deemed to be served as follows: (a) in the case of any notice delivered by hand, when so delivered; (b) if sent by pre-paid post or courier, on the third clear day after the date of posting; (c) in the case of any notice sent by facsimile, upon the receipt of a confirmation copy at the sender's facsimile machine; and (d) if sent by e-mail, 24 hours after the e-mail is sent.
- 11.2 Any notice to be given by any Party to this Agreement shall be deemed to be duly served if delivered by prepaid registered post or through a delivery service/courier, by hand delivery, by fax or by email to the following address:

**If to the Company:**

The Director, Amadeus Software Labs India Pvt Ltd,  
6th Floor E-tamin Block B3, Prestige Technology Park II,  
Marathahalli Sarjapur Outer Ring Road,  
Kadubasanahalli, Bangalore – 560103.

**If to the Employee:** Dno 6-92, official colony, Srungavarapukota, vzm cst,  
andhra pradesh-535145

Address .....

Any change in the address of either party shall be notified to the other party in the same manner mentioned hereinabove.

**12. WAIVER**

Any waiver by the Company of a breach or threatened breach of this Agreement by Employee shall not be construed as a waiver of any subsequent breach by Employee.

**13. ACKNOWLEDGMENTS**

Employee acknowledges that he has been provided with a copy of this Agreement for review prior to signing it, that he has reviewed it and that he understands the purposes and effects of this Agreement, and that he has been given a signed copy of this Agreement for his own records.

The Employee agrees and acknowledges that certain personal information regarding the Employee that have been provided to the Company by the Employee or by any of its previous employers ("Employee Data") may be collected and retained by the Company for the purpose of management and administration of the Company's business. The Employee hereby provides consent for such Employee Data to be shared with third party service providers under obligations of confidentiality or with affiliates of the Company for storage and processing, including in an offshore location.

**14. DISPUTE RESOLUTION**

- 14.1 The Company and the Employee hereby agree that they intend to discharge their obligations in utmost good faith. They therefore agree that they will, at all times, act in good faith.
- 14.2 Notwithstanding anything contained in this Agreement the Company may approach any court within India for injunctive relief when it feels that any of the terms of this Agreement are breached or likely to be breached by the Employee.

**15. MISCELLANEOUS**

- 15.1 Entire Agreement: This Agreement constitutes the entire agreement between the signatories and shall supersede all negotiations, preliminary agreements, and all prior and contemporaneous discussions and understandings of the signatories in connection with the subject matter hereof.
- 15.2 Amendments: No change, modification, or termination of any of the terms, provisions, or conditions of this Agreement shall be effective unless made in writing and signed or initialed by all signatories to this Agreement.
- 15.3 Severability: If any paragraph, sub-paragraph, or provision of this Agreement, or the application of such paragraph, sub-paragraph, or provision, is held invalid by a court of competent jurisdiction, the remainder of

this Agreement, and the application of such paragraph, sub-paragraph, or provision to persons, or circumstances other than those with respect to which it is held invalid shall not be affected.

15.4 Parties To Act With Due Diligence And in Good Faith: The Parties hereto shall dutifully perform all covenants of this Agreement in letter and spirit and shall otherwise act with due diligence and in good faith.

16. GOVERNING LAW AND JURISDICTION

16.1 This Agreement shall, in all respects, be governed by and construed in all respects in accordance with the laws of India.

16.2 In relation to any legal action or proceedings to enforce this Agreement, the Employee irrevocably submits to the exclusive jurisdiction of the competent court at Bangalore and waives any objection to such proceedings on grounds of venue or on the grounds that the proceedings have been brought in an inconvenient forum.

The document has been drawn in duplicate.

In witness where of the Company and the Employee have executed this Agreement on the day, month and year first herein above written.

Amadeus Software Labs India Private Limited

Signature Not Verified

SHALINI KUMAR  
Authorized  
Signatory  
Bangalore

By: \_\_\_\_\_

Name: Shalini Nair Kumar

Employee

Digitally signed by

VINNAKOTA AKHIL

By: \_\_\_\_\_

Name: VINNAKOTA AKHIL

Date: 25-10-21

Date: \_\_\_\_\_

DocuSign

**Certificate Of Completion**

Envelope Id: F121B7B330ED4CB1A29A6C9533432457

Status: Completed

Subject: Amadeus - Please digitally sign the documents

Source Envelope:

Document Pages: 21

Signatures: 17

Envelope Originator:

Certificate Pages: 4

Initials: 0

BLR Newjoiners Team

AutoNav: Enabled

CALLE SALVADOR DE MADARIAGA, 1 12

Envelope Stamping: Enabled

Madrid, MD 28027

Time Zone: (UTC+01:00) Amsterdam, Berlin, Bern, Rome, Stockholm, Vienna

bangalore.info@amadeus.com

IP Address: 108.153.1.11

**Record Tracking**

Status: Original

Holder: BLR Newjoiners Team

Location: DocuSign

10/22/2021 11:29:05 AM

bangalore.info@amadeus.com

**Signer Events**

VINNAKOTA AKHIL

vinnakota.17.1@anits.edu.in

Security Level: Email, Account Authentication (None)

**Signature**

Digitally signed by  
VINNAKOTA AKHIL  
DN: cn=VINNAKOTA AKHIL

Signature Adoption: Pre-selected Style

Using IP Address: 117.221.58.119

**Timestamp**

Sent: 10/22/2021 11:29:06 AM

Viewed: 10/23/2021 3:45:45 PM

Signed: 10/25/2021 8:08:30 AM

Electronic Record and Signature Disclosure:

Accepted: 10/23/2021 3:45:45 PM

ID: C2102571-37d4-412d-84c8-7d5dJub109ee8

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	10/22/2021 11:29:09 AM
Certified Delivered	Security Checked	10/23/2021 3:45:45 PM
Signing Complete	Security Checked	10/25/2021 8:08:30 AM
Completed	Security Checked	10/25/2021 8:08:30 AM
Payment Events	Status	Timestamps
<b>Electronic Record and Signature Disclosure</b>		

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, AMADEUS IT GROUP - HR (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**



Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

#### **How to contact AMADEUS IT GROUP - HR:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

#### **To advise AMADEUS IT GROUP - HR of your new email address**

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [hr@amadeus.com](mailto:hr@amadeus.com) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

#### **To request paper copies from AMADEUS IT GROUP - HR**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to [hr@amadeus.com](mailto:hr@amadeus.com) and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

#### **To withdraw your consent with AMADEUS IT GROUP - HR**

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may:

ii. send us an email to and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

### **Required hardware and software**

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

### **Acknowledging your access and consent to receive and sign documents electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify AMADEUS IT GROUP - HR as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by AMADEUS IT GROUP - HR during the course of your relationship with AMADEUS IT GROUP - IIR.

HRD/1001674482/21-22

Mr. Vamsi Sairam  
Subbareddy Colony Beside Jabilli Baby Hospital  
Door No 9-3-72/2 In Front Of Dr. Varahalaraju House  
Jangareddy gudem-534447  
India

Ph: +91-8185957249

Dear Vamsi,

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 **12-Jul-2021**.

#### Location

Your location of training is **MYSORE, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates\* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location."

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

*\* For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise."*

#### Training

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual training will be based on the business requirement. Your continued employment with the Company is subject to your meeting the qualifying criteria till the end of the training and successful completion of the training.



(60)

Letter of Intent

17 December 2020

Vamsi Sairam  
Anil Neerukonda Institute of Technology and Sciences  
Visakhapatnam

Dear Vamsi Sairam,

We are pleased to inform you that you have been provisionally short-listed for employment as "Software Engineer Trainee".

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs.3.50 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Prior to joining Hexaware and commencement of your training program, you are required to join the Early Intervention Program (EIP) to be conducted by Hexaversity and complete it successfully.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,  
For **HEXAWARE TECHNOLOGIES LIMITED**

*Monica Mathur*

**Monica Mathur**  
Vice President, Recruitment-India & APAC



**HEXAWARE TECHNOLOGIES LTD.**

Regd. office: Bldg No. 152, Millennium Business Park, Sector -III, 'A' Block, TTC Industrial Area, Mahape,  
Navi Mumbai, 400710, Tel. : +91 22 6791 9595, Fax : +91 22 6791 9500  
(CIN) : L72903MH10129P1C069662 URL: [www.hexaware.com](http://www.hexaware.com)



**Cereblis Technologies Pvt. Ltd.**

Regd. Office: First & Third Floors of No. 5 MCHS,  
Sector IV, HSR Layout, Bengaluru, KA 560102 India  
Tel: +91-9663127655/9880698146, Email: [info@cereblis.com](mailto:info@cereblis.com)



DATE: 27-Apr-2021  
Bengaluru-560102

Mr. Anantapalli P S B Vyshnav [apsbv01@gmail.com](mailto:apsbv01@gmail.com)  
+91- 7893626326  
Andhra Pradesh  
India

**Letter of Appointment**

Dear Vyshnav,

This is with reference to your application and subsequent discussions you had with us for the position of **Software Engineer Trainee** in our organization, Cereblis Technologies Pvt Ltd based at Bangalore post your internship at our organization.

We are extremely pleased to confirm the offer of employment for the above position on terms and conditions mutually discussed and agreed. We value your abilities and believe you shall find the work environment at our organization to be challenging and fulfilling.

**Please note that this offer is contingent upon the completion of a successful background check and on the satisfactory completion of reference checks. This offer and any agreement terms with our company herein or subsequently would stand cancelled in case of any deviations in information provided by you or if you fail to report to our office on the date confirmed by you as your date of joining.**

- 1. Terms of employment:** Your employment terms shall commence subject to completion of all joining formalities on the date of joining as has been agreed upon by you and no later than **Apr 19, 2021**. Your designation will be **Software Engineer Trainee**.
- 2. Compensation:** Your cost to company (CTC) shall be INR 3,60,000/- per annum (Rupees Three Lakhs Sixty Thousand only) as indicated in the table below. The CTC shall be inclusive of all statutory withholding/deduction on account of income tax and other applicable statutory levies.

Regd. Office: First & Third Floors of No. 5 MCHS, Sector IV, HSR Layout, Bengaluru,  
KA 560102 India  
Tel: +91-9663127655/9880698146, Email: [info@cereblis.com](mailto:info@cereblis.com)



## GROSS SALARY SHEET

Annexure 1

Name	Anantapalli P S B Vyshnav
Designation	Assistant System Engineer-Trainee
Institute Name	Anil Neerukonda Institute Of Technology & Sciences

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,704	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
Retention Incentive	NA	0
<b>TOTAL GROSS</b>	27,415	3,36,877
Xplore/ Learning Incentive****		Upto 60,000

# Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

\*\*\* For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	7,646	91,752

TCS Confidential  
TCSL/CT20203069329

## TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Deccanpark, No.1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Service Line: 1800 209 2111 Email: careers@tcs.com

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66

Offer: Computer Consultancy  
Ref: TCSL/CT20203490710/Hyderabad  
Date: 11/01/2021

Mr. Mohan Sai Santosh Kumar Boina  
12-125 Sri Siva Satyannarayana Kirana ShopMarket Street,  
Panchayithi Office,  
Srikakulam 532421,  
Andhra Pradesh.  
Tel# 91-7013215992

Dear Mohan Sai Santosh Kumar Boina,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

TCS Confidential  
TCSL/CT20203490710

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

Deccanpark, No.1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: (91) 40 6667 2000 Fax: (91) 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Service Line: 1800 209 3333 Email: careers@tcs.com





66

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203490710/Hyderabad**  
**Date: 11/01/2021**

Mr. Mohan Sai Santosh Kumar Boina  
 12-125 Sri Siva Satyannarayana Kirana Shop;Market Street,  
 Panchayithi Office,  
 Srikakulam-532421,  
 Andhra Pradesh.  
 Tel# 91-7013215992

Dear Mohan Sai Santosh Kumar Boina,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

**TCS Confidential**  
**TCSL/CT20203490710**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6567 2222 Website: www.tcs.com

Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 1111 Email: careers@tcs.com

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**Offer: Computer Consultancy**  
**Ref: TCSLCT20182454251/Hyderabad**  
**Date: 11/01/2021**

Mr. Arul Vijay Kumar Cherukuri  
D-No: 44-15-84Srinivas Nagar,  
Thatichetlapalem,  
Visakhapatnam-530016,  
Andhra Pradesh.  
Tel# 91-8500635950

Dear Arul Vijay Kumar Cherukuri,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

**TCS Confidential**  
**TCSL/CT20182454251**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Service Line: 1800 200 2000 Email: careers@tcs.com



HRD:NOBA/1001728851

August 18, 2021

Mr. Arul Vijay KumarCherukuri  
44 15 84  
Srnivas Nagar,Railway New Colony,Thatchetlapalem  
Vishakhapatnam 530016  
Andhra Pradesh  
India  
Ph: (91) 91330 19404

Dear Arul Vijay Kumar,

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

INFOSYS LIMITED  
CIN: LE5110KA1981PLC013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T: 91 00 2052 0281  
F: 91 80 2852 0352  
eslus@infosys.com  
[www.infosys.com](http://www.infosys.com)



HRD/NOBA/1001728851

August 18, 2021

Mr. Anil Vijay KumarCherukuri  
 44-17-84  
 Srinivas Nagar, Railway New Colony, Thatchetlapalem  
 Vishakhapatnam - 530016  
 Andhra Pradesh  
 India  
 Ph: (91) 91330 19404

Dear Anil Vijay Kumar,

Congratulations! We are delighted to make you an offer as **Digital Specialist Engineer** and your role is **Digital Specialist Engineer**.

Here are the terms and conditions of our offer:

### Joining

Your scheduled date of employment with us will be **September 20, 2021**.

### Location

Your location of training is **Mysore, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates\* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

\* For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.

### Training Period:

The training program will consist of classroom training and on-the-job training. The duration of the classroom 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 six 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 - III.

Company Confidential - This communication is confidential between you and Infosys Limited

Page 1 of 1



### Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of leave annually, during probation. On confirmation, 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 financial 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 **Digital Specialist 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 Fixed Gross Salary will be **INR 41,668** per month. The break-up of your salary has been provided in the Compensation Details sheet at Annexure - I.

#### 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 - III for more details.

### Insurance

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of INR 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of INR 62,00,000 of which INR 32,00,000 is covered towards natural death, and INR 30,00,000 towards an accidental death. All employees become members of Infosys Welfare Trust, by one time payment of INR 250 and fixed monthly contribution of INR 250.

The details of the Scheme would be available to you when you join the Company

### Notice period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training / employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three months' 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 **Digital Specialist 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, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

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 - II).



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 name                      Location



## ANNEXURE -I

COMPENSATION DETAILS (All figures in INR, per month)	
NAME	Mr. Arul Vijay KumarCherukuri
ROLE	Digital Specialist Engineer
ROLE DESIGNATION	Digital Specialist Engineer
<b>1. MONTHLY COMPONENTS</b>	
BASIC SALARY	20,840
BASKET OF ALLOWANCES	15,157
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	3,960
<b>MONTHLY GROSS SALARY</b>	<b>37,957</b>

<b>2. ANNUAL COMPONENT</b>	
BONUS / EX-GRATIA - (Balance 5% will be paid out at the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	208

<b>3. RETIRAL BENEFITS</b>	
PROVIDENT FUND 12% of Basic Salary	2,501
GRATUITY 4.81% of Basic Salary *	1,002
<b>FIXED GROSS SALARY (1+2+3)</b>	<b>41,668</b>

<b>TOTAL GROSS SALARY</b>	<b>41,008</b>
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OTHER BENEFITS				
Scheme	Eligible Amount in INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SOFT LOAN	Fifty thousand (With Security)	@ 5%	24	Nil
	Twenty-five thousand (Without Security)			
SALARY LOAN	One Month's Gross Salary	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.				





**ANNEXURE II**

**NON COMPETE AGREEMENT**

I, \_\_\_\_\_ do hereby acknowledge and confirm the following: -

(1) I am accepting employment with Infosys Limited ("Infosys"). Now, as per the presents below, I agree to the following terms herein, and acknowledge that this is a material condition of my employment with Infosys Limited.

(2) I am required, on behalf of Infosys, to provide services to, or solicit business from, various clients of Infosys for whom I performed services as a Company employee (each such client hereinafter referred to as a "Customer").

(3) In consideration of the above, I agree that for a period of six (6) months following the termination of my employment with Infosys for any reason, I will not:

a. accept any offer of employment from any Customer, where I had worked in a professional capacity with that Customer in the twelve (12) months immediately preceding the termination of my employment with Infosys;

b. accept any offer of employment from a Named Competitor of Infosys, if my employment with such Named Competitor would involve me having to work with a Customer with whom I had worked in the twelve (12) months immediately preceding the termination of my employment with Infosys.

For the purpose of this Non-Compete Agreement, "Named Competitor" shall mean the following entities and their wholly owned subsidiaries:-

- i. Tata Consultancy Services Limited
- ii. Accenture Limited
- iii. International Business Machines Corporation
- iv. Cognizant Technology Solutions Corporation
- v. Wipro Limited

Place: \_\_\_\_\_ Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Employee Name : Mr. Arul Vijay Kumar Cherukuri

Acknowledged by Infosys Limited:





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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20182454285/Hyderabad**  
**Date: 11/01/2021**

Mr. Naga Raju Gali  
53-23-35/1,Chaitanya Nagar,Maddilapalem,Visakhapatnam.Chaitanya Nagar,  
Kinnera And Kameswari Theatre,  
Visakhapatnam-530013,  
Andhra Pradesh.  
Tel# 91-8919511675

Dear Naga Raju Gali,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No.1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

Registered Office: Nirvas Building, 91, 33rd, Nariman Point, Mumbai 400 021

TCS Careers Service line: 1800 101 2121 Email: [careers@tcs.com](mailto:careers@tcs.com)



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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192641846/Hyderabad**  
**Date: 11/01/2021**

Ms. Pooja Godavarthi  
4-28 Suram Peta,  
Attili,  
Attili-534134,  
Andhra Pradesh,  
Tel# -9849990286

Dear Pooja Godavarthi,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Service Cell: 020 6002 2031 Email: careers@tcs.com





Letter of Intent

(15)

27 October 2020

Gorthi Sai Sri Sindhuja  
Anil Neerukonda Institute of Technology and Sciences  
Visakhapatnam

Dear Gorthi Sai Sri Sindhuja,

We are pleased to inform you that you have been provisionally short-listed for employment as "Software Engineer Trainee".

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs.3.50 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Prior to joining Hexaware and commencement of your training program, you are required to join the Early Intervention Program (EIP) to be conducted by Hexaversity and complete it successfully.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,  
For **HEXAWARE TECHNOLOGIES LIMITED**

*Monica Mathur*

**Monica Mathur**  
Vice President, Recruitment-India & APAC



**HEXAWARE TECHNOLOGIES LTD.**

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mahape,  
Navi Mumbai, 400710, Tel. : +91 22 6791 9595, Fax : +91 22 6751 9500  
(CIN) : L72900MH1992PLC069662 URL: [www.hexaware.com](http://www.hexaware.com)





**Letter of Intent**

27 October 2020

**Gorthi Sai Sri Sindhuja**  
**Anil Neerukonda Institute of Technology and Sciences**  
**Visakhapatnam**

**Dear Gorthi Sai Sri Sindhuja,**

We are pleased to inform you that you have been provisionally short-listed for employment as **“Software Engineer Trainee”**.

During the training period you will be entitled for a stipend of Rs. 15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs.3.50 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Prior to joining Hexaware and commencement of your training program, you are required to join the Early Intervention Program (EIP) to be conducted by Hexavarsity and complete it successfully.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,  
For **HEXWARE TECHNOLOGIES LIMITED**

*Monica Mathur*

**Monica Mathur**  
Vice President, Recruitment-India & APAC



**HEXWARE TECHNOLOGIES LTD.**

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' block, TTC Industrial Area, Mahape, Navi Mumbai, 400710, Tel. : +91 22 6791 9595, Fax : +91 22 6791 9500  
(CIN) : L72900MH11992PLC069662 URL: [www.hexaware.com](http://www.hexaware.com)



**Letter of Intent**

**17 December 2020**

**KANURI VAMSI  
Anil Neerukonda Institute of Technology and Sciences  
Visakhapatnam**

**Dear KANURI VAMSI,**

We are pleased to inform you that you have been provisionally short-listed for employment as **“Software Engineer Trainee”**.

During the training period you will be entitled for a stipend of Rs. 15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs.3.50 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Prior to joining Hexaware and commencement of your training program, you are required to join the Early Intervention Program (EIP) to be conducted by Hexavarsity and complete it successfully.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,  
For **HEXWARE TECHNOLOGIES LIMITED**

*Monica Mathur*

**Monica Mathur**  
Vice President, Recruitment-India & APAC



**HEXWARE TECHNOLOGIES LTD.**

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' block, TTC Industrial Area, Mahape,  
Navi Mumbai, 400710, Tel. : +91 22 6791 9595, Fax : +91 22 6791 9500  
(CIN) : L72900MH1992PLC069662 URL: [www.hexaware.com](http://www.hexaware.com)



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**Offer: Computer Consultancy**  
**Ref: TCSL/DT20195480639/Hyderabad**  
**Date: 11/01/2021**

Ms. Lavanya Kinthali  
Dno:1-396Tansaheb Peta,  
Kalingapatnam,  
Srikakulam-532406,  
Andhra Pradesh.  
Tel# 91-9392537530

Dear Lavanya Kinthali,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

Registered Office: Nirmit Building, 9th Floor, Marine Drive, Mumbai 400 021

TCS Careers Service Line: 1800 439 944 Email: careers@tcs.com

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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203295723/Hyderabad**  
**Date: 11/01/2021**

Ms. Saraswathi Kondabolu  
2-68 Kanagala Vari Bazar,  
Makkapeta,  
Vijayawada-521190,  
Andhra Pradesh.  
Tel# 91-9182291838

Dear Saraswathi Kondabolu,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) based on your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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TCS Careers Helpline: 1800 200 2000 Email: careers@tcs.com





**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203295723/Hyderabad**  
**Date: 11/01/2021**

Ms. Saraswathi Kondabolu  
 2-08 Kanagala Vari Bazar,  
 Makkapeta,  
 Vijayawada-521190,  
 Andhra Pradesh.  
 Tel# 01-9182291838

Dear Saraswathi Kondabolu,

**Sub: Letter of Offer**

I thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure 1 provides the break up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre joining learning curriculum named TCS Xplore (detailed under Terms &

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 Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
 Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
 TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

## **COMPENSATION AND BENEFITS**

### **BASIC SALARY**

You will be eligible for a basic salary of ₹14,784/- per month.

### **BOUQUET OF BENEFITS (BoB)**

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

#### **1. House Rent Allowance (HRA)**

Your HRA will be ₹5,914/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

#### **2. Leave Travel Allowance**

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

#### **3. Food Card**

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including ICS caterers. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

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### **TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



## **PERFORMANCE PAY**

### **Monthly Performance Pay**

You will receive a monthly performance pay of ₹1,700/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

### **Quarterly Variable Allowance**

Your variable allowance will be ₹600/- per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

## **CITY ALLOWANCE**

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

## **XPLORE/ LEARNING INCENTIVES**

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

## **OTHER BENEFITS**

### **Health Insurance Scheme**

TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

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## **TATA CONSULTANCY SERVICES**

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TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com





### 1. Basic Cover

i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you

### 2. Higher Hospitalisation

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL

### Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

### Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

### Loans

You will be eligible for loans, as per TCSL's loan policy.

### Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

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**TATA CONSULTANCY SERVICES**

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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com





## **RETIRALS**

### **Provident Fund**

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

### **Gratuity**

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

## **TERMS AND CONDITIONS**

### **1. Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/ revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

### **2. Pre requisites for Joining**

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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## **TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
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### 3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorisedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

### 4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

### 5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

### 6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

### 7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

### 8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a

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confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

#### **9. Confidentiality Agreement**

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

#### **10. Service Agreement**

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

#### **11. Overseas International Assignment Agreement**

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

#### **12. Terms and Conditions**

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

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### 13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

### 14. Notice Period

During your tenure with TCSL, either you or TCSL may terminate your traineeship / employment under this Agreement by providing 90 days written notice. The company reserves the right, to ask you to complete the notice period or adjust the earned vacation in lieu of entire or partial notice period. If your services, behaviour and/ or performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above. No notice or payment in lieu thereof shall be applicable if your services are discontinued/terminated on account of any misconduct either during your traineeship period or upon completion of the traineeship period.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

### 15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

### 16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

### 17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

### 18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action.

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including termination of traineeship/service without notice.

#### 19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Sri Lankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
  - \*There is no criminal offence registered/pending against you
  - \*There is no disciplinary case pending against you in the university
- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

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- \*PAN Card (Permanent Account Number)
- \*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- \*Passport
- \*NSR C-Card

## 20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

## 21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

## 22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ullimatix.

## 23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

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#### **24. Data Privacy Clause:**

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.





**Withdrawal of Offer**

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

**For TATA Consultancy Services Limited**

**K Ganesan**  
**Global Head Talent Acquisition & AIP**



- Encl. Annexure 1. Benefits and Gross Salary
- Annexure 2: List of TCS Xplore Centres
- Annexure 3. Confidentiality and IP Terms





## GROSS SALARY SHEET

Annexure 1

<b>Name</b>	<b>Saraswathi Kondabolu</b>
<b>Designation</b>	<b>Assistant System Engineer-Trainee</b>
<b>Institute Name</b>	<b>Anil Neerukonda Institute Of Technology &amp; Sciences</b>

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,645	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,239
Gratuity	711	8,533
Total of Annual Components & Retirals	2,405	37,722
Retention Incentive	NA	0
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,077</b>
<b>Xplore/ Learning Incentive****</b>		<b>Upto 60,000</b>

# Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

\* Amount depicted will be paid out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

\*\*\* For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for DoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,938
Leave Travel Assistance	1,232	14,734
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

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## Annexure 2

<p><b>Ahmedabad</b> TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p>	<p><b>Bangalore</b> TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p>
<p><b>BHUBANESHWAR</b> TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-III) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ), PLOT NO 35, CHANDARA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p><b>Chennai</b> TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHE, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p><b>DELHI – Gurgaon</b> TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insighra, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p><b>DELHI – Noida</b> TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 &amp; A-45,Ground, 1st to 5th Floor &amp; 10th floor, Galaxy Business Park, Block - C &amp; D, Sector - 62, Noida - 201309,UP</p>
<p><b>Guwahati</b> TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House,G.S. Road, Dispur,Guwahati 781006,Assam</p>	<p><b>Hyderabad</b> TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p>
<p><b>INDORE</b> TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Subzone No. 151 &amp; 169-B, Super Cumidur, Village Tigariya Badshah &amp; Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p>	<p><b>KOLKATA</b> TCS XP HR Lead Tata Consultancy Services Limited, Euspace 1B building, 2nd Floor, Plot - 11F/12, New Town, Rajarhat, Kolkata - 700150, West Bengal OR Auditorium, 2nd Floor, Wanderers Building, Delta Park - Lords</p>
<p><b>KOCHI</b> TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p>	<p><b>MUMBAI</b> TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokhara Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p>
<p><b>NAGPUR</b> TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p>	<p><b>PUNE</b> TCS XP HR Lead Tata Consultancy Services, Plot No. 2 &amp; 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase II, Pune - 411057, Maharashtra</p>
<p><b>Trivandrum</b> TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark Campus ,Kariyavattom P.O, Trivandrum - 695581, India</p>	



### Annexure 3

#### Confidentiality and IP Terms and Conditions

#### Confidentiality and IP Terms and Conditions - Annexure 3:

##### 1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following.

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.





## 2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

## 3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names, copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.





#### 4. **Prior knowledge**

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

#### 5. **Use of third party material**

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

#### 6. **Security policies and Guidelines.**

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

#### 7. **Restriction on Associate's Rights**

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

#### 8. **No License**

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



### 9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

### 10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.





**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203492653/Hyderabad**  
**Date: 11/01/2021**

Mr. Sai Uttej Kulukuri  
57-1-78/1 Subashnagar,  
Sai Baba Temple Main Road,  
Visakhapatnam-530008,  
Andhra Pradesh.  
Tel# 91-8919514284

Dear Sai Uttej Kulukuri,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

**TCS Confidential**  
**TCSL/CT20203492653**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com





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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203492653/Hyderabad**  
**Date: 11/01/2021**

Mr. Sai Uttej Kulukuri  
 57-1-73/1Subashnagar,  
 Sai Baba Temple Main Road,  
 Visakhapatnam-530008,  
 Andhra Pradesh.  
 Tel# 91-8919514284

Dear Sai Uttej Kulukuri,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

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Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career Service India, 1201, 2nd Floor, ERM, 100, Park Road, Chennai 600 002  
 Page 1/4 ERM/JE: careers@tcs.com



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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203201794/Hyderabad**  
**Date: 11/01/2021**

Mr. Pavansai Nambaru  
B-29/1Rangulamedda Veedhi,  
College Junction,Kothuru,Anakapalli,  
Vishakapatnam-531001,  
Andhra Pradesh.  
Tel# 91-7780522995

Dear Pavansai Nambaru,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

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**TCSL/CT20203201794**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

Registered Office: Nirmal Building, 9th Floor, Bandra East Point, Mumbai 400 021

TCS Careers Service Line: 1800 209 3113 Email: careers@tcs.com





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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203285590/Hyderabad**  
**Date: 31/10/2020**

Mr. Jnaneswara Krishna Vamsi Narkedimilli  
8-1034 Goluguri Veerreddy Complex G V Reddy Street,  
Near Rahul Indane Gas Agency,  
Ravulapalem-533208,  
Andhra Pradesh.  
Tel# -

Dear Jnaneswara Krishna Vamsi Narkedimilli,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

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After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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**TCSL/CT20203285590**

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

*[Handwritten Signature]*



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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203285590/Hyderabad**  
**Date: 31/10/2020**

Mr. Jnaneswara Krishna Vamsi Narkedimilli  
 8-1034 Coluguri Vccreddy Complex G V Reddy Street,  
 Near Rahul Indane Gas Agency,  
 Ravulapalem-533238,  
 Andhra Pradesh.  
 Tel# -

Dear Jnaneswara Krishna Vamsi Narkedimilli,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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Registered Office: Nirmat Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Service Line: 4400 29 3114 Email: careers@tcs.com





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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203299160/Hyderabad**  
**Date: 11/01/2021**

Ms. Ishpitha Panda  
 50-103-2/A 4th Floor, Ne Layout, Seethammadhara,  
 Behind Mth,  
 Visakhapatnam-530013,  
 Andhra Pradesh.  
 Tel# 91-9440178183

Dear Ishpitha Panda,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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**TCSL/CT20203299160**

**TATA CONSULTANCY SERVICES**  
 Tata Consultancy Services Limited

Deshpark, No.1, Software Parks Layout, Madhavaram, Hyderabad-500 084 India.  
 Tel: 91 40 4667 2000 Fax: 91 40 4667 2225 Website: www.tcs.com  
 Registered Office: Normal Confling, 9th Floor, Maratha Club, Mumbai-400 011.  
 TCS Career Page: [www.tcs.com](http://www.tcs.com) Email: [careers@tcs.com](mailto:careers@tcs.com)



HRD/3T/1001674983/21 22

Ms. Ishpitha Panda  
50 103 2/A, Seethamadhara  
4Th Floor, Nc Layout,  
Visakhapatnam-530013  
India

Ph: +91-9494017171

Dear Ishpitha,

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

INFOSYS LIMITED  
CTN: T.85110KA1981PLC.013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T 91 80 2852 0261  
F 91 80 2852 0362  
askus@infosys.com  
www.infosys.com



HRD/1001674983/21 22

Ms Ishpirha Panda  
 50-103-2/A, Seethamadhara  
 4Th Floor, Ne Layout,  
 Visakhapatnam-530013  
 India

Ph: +91-9494017171

Dear Ishpirha,

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 **12-Jul-2021**.

**Location**

Your location of training is **MYSORE, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates\* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location."

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above

*\* For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise."*

**Training**

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual training will be based on the business requirement. Your continued employment with the Company is subject to your meeting the qualifying criteria till the end of the training and successful completion of the training.





### **Probation and Confirmation**

You will be on probation for a period of 12 months from the date of completion of the training and your allocation to Unit. On successful completion of your probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet in Annexure - IV.

### **Leave**

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of earned leave annually, during probation. On confirmation as a permanent employee you will be eligible for 20 working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year.

An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

### **Agreement**

Our offer to you as **Systems Engineer** is subject to the execution of the Service Agreement. The Service Agreement details the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Infosys from the date of your joining and up to a period of 12 months from the date of allocation to a Practice Unit. The date of allocation to a Practice Unit is generally the first day of the subsequent month post completion of training. You will be required to complete the formalities on the Service Agreement at the time of joining. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

### **Compensation and Benefits**

#### **Salary**

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month**. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

#### **Training Performance - linked Incentive**

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.



**Ex - Gratia / Bonus**

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure I of this letter. The mode of payment for Financial Year 2021-22 will be as follows.

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

**Basket of Allowances (BOA)**

The Basket of Allowances will be paid to you as part of your salary every month.

You will have the flexibility of choosing the components and amounts under such components as per the options provided to you on the Company Intranet, based on your preferences and income tax plans

**National Pension Scheme**

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - IV for more details.

**Insurance**

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of INR 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of INR 62,00,000 of which INR 32,00,000 is covered towards natural death, and INR 30,00,000 towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of INR 250 and fixed monthly contribution of INR 250.

The details of the Scheme would be available to you when you join the Company.

**Notice Period**

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one month notice or salary thereof. On confirmation, you will be required to give three months' 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 you having fully completed your graduation/post graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2020-21. These eligibility criteria for the Role of a Systems Engineer, has already been clearly communicated to you and your college during the selection process. You will 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 produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

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

INFOSYS LIMITED  
CTN: T.85110KA1981PLC.013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T 91 80 2852 0261  
F 91 80 2852 0362  
askus@infosys.com  
www.infosys.com





**ANNEXURE 1**  
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. Ishpitha Panda			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
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
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>TOTAL GROSS SALARY</b>				<b>25,000</b>
<b>OTHER BENEFITS</b>				
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				



**ANNEXURE II**  
(Compensation post Unit allocation)

<b>COMPENSATION DETAILS</b> (All figures in INR per month)				
NAME:	Ms. Ishpitha Panda			
ROLE:	Systems Engineer			
ROLE DESIGNATION:	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY			15,000	
BASKET OF ALLOWANCES			4,178	
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)			2,850	
<b>MONTHLY GROSS SALARY</b>			<b>22,328</b>	
<b>2. ANNUAL COMPONENT</b>				
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	
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary			1,800	
GRATUITY - 4.81% of Basic Salary*			722	
<b>FIXED GROSS SALARY (1+2+3)</b>			<b>25,000</b>	
<b>4. INCENTIVE COMPONENTS</b>				
	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	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>			<b>26,250</b>	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)</b>			<b>27,500</b>	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>			<b>30,000</b>	
<b>OTHER BENEFITS</b>				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
<b>SALARY LOAN</b> (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				

*Company Confidential - This communication is confidential between you and Infosys Limited*



HRD/3T/1001674983/21 22

Ms. Ishpitha Panda  
50 103 2/A, Seethamadhara  
4Th Floor, Nc Layout,  
Vishakhapatnam-530013  
India

Ph: +91-9494017171

Dear Ishpitha,

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

INFOSYS LIMITED  
CTN: T.85110KA1981PLC.013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
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HRD/1001674983/21 22

Ms Ishpitha Panda  
 50-103-2/A, Seethamadhara  
 4Th Floor, Ne Layout,  
 Vishakhapatnam-530013  
 India

Ph: +91-9494017171

Dear Ishpitha,

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 **12-Jul-2021**.

**Location**

Your location of training is **MYSORE, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates\* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location."

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above

*\* For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise."*

**Training**

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual training will be based on the business requirement. Your continued employment with the Company is subject to your meeting the qualifying criteria till the end of the training and successful completion of the training.





### **Probation and Confirmation**

You will be on probation for a period of 12 months from the date of completion of the training and your allocation to Unit. On successful completion of your probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet in Annexure - IV.

### **Leave**

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of earned leave annually, during probation. On confirmation as a permanent employee you will be eligible for 20 working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year.

An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

### **Agreement**

Our offer to you as **Systems Engineer** is subject to the execution of the Service Agreement. The Service Agreement details the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Infosys from the date of your joining and up to a period of 12 months from the date of allocation to a Practice Unit. The date of allocation to a Practice Unit is generally the first day of the subsequent month post completion of training. You will be required to complete the formalities on the Service Agreement at the time of joining. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

### **Compensation and Benefits**

#### **Salary**

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month**. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

#### **Training Performance - linked Incentive**

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

**Ex - Gratia / Bonus**

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure I of this letter. The mode of payment for Financial Year 2021-22 will be as follows.

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

**Basket of Allowances (BOA)**

The Basket of Allowances will be paid to you as part of your salary every month.

You will have the flexibility of choosing the components and amounts under such components as per the options provided to you on the Company Intranet, based on your preferences and income tax plans

**National Pension Scheme**

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - IV for more details.

**Insurance**

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of INR 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of INR 62,00,000 of which INR 32,00,000 is covered towards natural death, and INR 30,00,000 towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of INR 250 and fixed monthly contribution of INR 250.

The details of the Scheme would be available to you when you join the Company.

**Notice Period**

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one month notice or salary thereof. On confirmation, you will be required to give three months' 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 you having fully completed your graduation/post graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2020-21. These eligibility criteria for the Role of a Systems Engineer, has already been clearly communicated to you and your college during the selection process. You will 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 produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

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

INFOSYS LIMITED  
CTN: T.85110KA1981PLC.013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
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askus@infosys.com  
www.infosys.com



**ANNEXURE I**  
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. Ishpitha Panda			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
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
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>TOTAL GROSS SALARY</b>				<b>25,000</b>
<b>OTHER BENEFITS</b>				
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				



**ANNEXURE II**  
(Compensation post Unit allocation)

<b>COMPENSATION DETAILS</b> (All figures in INR per month)				
NAME	Ms. Ishpitha Panda			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY			15,000	
BASKET OF ALLOWANCES			4,178	
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)			2,850	
<b>MONTHLY GROSS SALARY</b>			<b>22,328</b>	
<b>2. ANNUAL COMPONENT</b>				
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	
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary			1,800	
GRATUITY - 4.81% of Basic Salary*			722	
<b>FIXED GROSS SALARY (1+2+3)</b>			<b>25,000</b>	
<b>4. INCENTIVE COMPONENTS</b>				
	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	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>			<b>26,250</b>	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)</b>			<b>27,500</b>	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>			<b>30,000</b>	
<b>OTHER BENEFITS</b>				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
<b>SALARY LOAN</b> (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				

*Company Confidential - This communication is confidential between you and Infosys Limited*



#### Invitation Letter

Name: satyavarapu bindu sri  
Date: Tuesday, May 31, 2022

Dear satyavarapu bindu sri

We are glad to inform you that you are being invited to undergo a short-term fixed traineeship under the Applicant Training Program (ATP) in our organization.

This training program would be in two stages. Stage 1 will be a classroom training (CRT) of 2 weeks which will be conducted at the respective training location. Stage 2, will be an On-the-Job Training (OJT) of 4 weeks which will be virtual (work from home). Furthermore, only on successful clearing the assessments and minimum requirements of the CRT stage, you will be moved to the OJT stage.

Please note that this invitation does not guarantee you permanent employment at BYJU'S. This Agreement will automatically expire upon the completion of the term of the training program, unless terminated earlier as per the provisions of Clause 13 of this Agreement. However, this period can be cut short or extended based on the individual's performance and at the discretion of the management. For example, if you do not clear the CRT (classroom training stage) based on assessments that you go through, your traineeship will be terminated after two weeks and you will be paid a prorated amount for those two weeks. The decision of the Company in this matter shall be final.

#### 1. Training Program Details:

Training Role:	Applicant Trainee - Solco
Trainer:	Rahul Raj (TNL201305-08)
Reporting Time:	9:30 AM
Classroom Training Location:	Eyus Bangalore - Venus Block, Prestige Tech Park, Outer Ring Rd, Kadiheesanshall, Bengaluru, Karnataka 560087
OJT Training Location:	WHH / Byjus - Bangalore
Role Location:	IBC Knowledge Park, Bangalore

**2. Date of Enrollment:** Your enrollment becomes effective from the date of joining the Applicant Trainee Program, which date shall be no later than Tuesday, June 7, 2022.

**3. Term:** The term of this training program would be for a period of 2+4 weeks, commencing from your date of enrollment. This Agreement will automatically expire upon the completion of this term unless terminated earlier as per the provisions of Clause 13 of this Agreement. However, this period can be cut short or extended based on the individual's performance and at the discretion of the management. The decision of the Company in this matter shall be final.

**4. Extension of Agreement:** In case of a business requirement, this agreement may be extended by another 2 weeks (over and above the 6 weeks) as mentioned in Clause 3. You shall be intimated by suitable means, as the Company deems fit. The decision of the Company in this matter shall be final.

**5. Background Check:** The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre-enrollment screening activities (including background verification and criminal history check).

**6. Offer of Permanent Position:** It shall not be obligatory on the part of the Company to offer to you any position/ employment with the company on the expiry of this fixed-term traineeship Agreement. Any offer of employment after completion of the 6-week training program, will be subject to satisfactory performance during training, qualification of all criteria - as determined by the central management from time to time - and the needs of the company from time to time. The offer is also subject to the production of necessary documents including educational and professional certificates and may be rescinded in the event such necessary documents are not provided to the Company.

**7. Stipend:** Your stipend for the entire duration of the training program of 6 weeks is INR 37500 (Stipend). For people whose training (CRT) location is different from the current base location (origin of travel to CRT location is different), an additional allowance of INR 6000 will be added to your stipend to defray a certain part of your travel and relocation expenses.

#### Payment Processing

The stipend shall be paid monthly on a pro-rata basis as per the number of days worked in the previous month. Travel & Relocation Allowance also shall be paid on the pro-rata basis after the joining along with the immediate next monthly payment of the stipend, given you



have completed 14 days of classroom training on the date of payment of stipend.

**Performance pay (incentives)**

You will also be eligible for a performance pay of up to 10% of the total sales (confirmed revenue) in case of partial completion of the training program. The compensation would be adjusted on a pro-rata basis till the date of disqualification or the date of voluntary dropout. The above is subject to audit and any wrong/inappropriate/false sale revenue will be removed from the calculations and will be excluded from confirmed revenue.

**3. Deductions:** The Company shall be entitled to deduct from the above stipend payable to you calculated on monthly basis, the following contractual, statutory, and compulsory deductions:

- (a) Provident Fund;
- (b) Income tax deducted taxes
- (c) Dues to Company including loans at source at the rates applicable; or
- (c) Any other applicable statutory deductions
- (c) PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 160/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned stipend.

The income tax liability with regards to your income and perks will be your liability and will be governed by the applicable tax laws of the country as applicable from time to time.

**9. Expense Reimbursement:** In addition to the aforementioned stipend, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents. The Expense Policy applicable for you will be shared post your joining the training program.

**10. Company Policies:** You will be governed by the Company's policies, regulations, and procedures on the office timings, anti sexual harassment, leave, travel, transfers, misconduct, etc., presently in force or as introduced/implemented from time to time. You are eligible for leave as per the Company's leave policy, which can be viewed under the 'Policies' tab in your 'Service Platform Account' and/or the Applicant Training Program Handout provided to you.

**11. Leaves:** You will be entitled to get 1 casual leave/sick leave per month. If you join the program from the 1st to the 15th of a month, you are entitled to get the leave credit for that month. If you join the program between the 16th to the end of the month, you are not entitled to the leave credit for that month. You will not be eligible for any other paid leaves during the Applicant Training Program.

**12. Absence from duty:** During the training program, if you take off from duty without prior leave approval or proper intimation under certain unavoidable circumstances, then those days will be treated as absence from duty. The days of absence will be treated as loss of pay days. You are expected to report to your department head on rejoining the duty after an absence and provide valid reasons for absence in writing before taking up training again. If you are absent from duty for more than 2\* days (including paid and unpaid leaves/consecutive or cumulative), training will be discontinued due to automatic disqualification.

*(\*In case where this agreement is extended, as per Clause 4 of this agreement, needs to be read as 3 days, with no change in terms and conditions of Clause 11.)*

**13. Termination:** Subject to Clause 3, your services may be terminated in the following manner:

a) The Company will be entitled to disqualify your participation in the training program by giving you 48 hours' notice in writing, or by payment of 48 hours' stipend in lieu of such notice with or without cause. In the event you choose to opt-out of the training program, you will be required to give the Company 48 hours' notice in writing or 48 hours' stipend in lieu of such notice.

b) In the event of disqualification on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, willful misconduct, or a material violation of Company policies or you are found to be abscondering from the training program or for any other reasons causing grievous loss/damage/disclosure to the Company/associates, your disqualification will be immediate and without any notice or compensation.

c) In the event of your exit from the Training Program, you will be required to give the Company 48 hours' written notice. The notice period has to be served in full unless otherwise agreed by the Company in writing. In case of failure to give the above notice period, the Company shall have the right to deduct the corresponding stipend amount in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be a part of the training program of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, moveable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your association with the Company.

d) Trainee Certificate will be provided only on completion of the training period. If the resignation is initiated by you or you have been relieved as part of the Absenteeism policy, for violating the company policies, or for disciplinary issues during the training, you will not receive the certificate.

**14. Confidential Information:** During the training program, you may come into possession of information confidential to the Company and agree to keep confidential, Company's proprietary and confidential information obtained at any time during the period of your traineeship in the Company. Confidential information includes, and is not limited to: course materials, videos, financial documents, and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential information. You shall not disclose, reproduce or use any Confidential Information for any purpose except solely in connection with your

performance in the company. Your obligations with respect to confidentiality shall be more fully detailed under the Non-Disclosure and Confidential Information Agreement executed by you with the Company and you shall at all times be bound by the provisions laid therein.

**15. Intellectual Property Rights:** All the intellectual property rights in the material developed by you, class material, and related documents shall at all times remain the property of the Company. You shall provide all assistance and execute all deeds and documents required to vest the intellectual property rights with the Company. In the event any of the intellectual property rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free rights in such intellectual property in perpetuity to the Company. You shall not assert any right, title, or interest over such intellectual property rights.

**16. Indemnity:** You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, now, hereinafter or caused to be incurred/sustained by the Company on account of:

- a. Any act or omission by you;
- b. Contravention of any of the terms, conditions, covenants of this letter or the Non-Disclosure and Confidential Information Agreement;
- c. Any representation or warranty or information furnished to the Company found to be false;
- d. Violation/non-compliance with any laws/rules/regulations while rendering the services; and/or
- e. Failure to adhere to the standards/specifications/policies of the Company.

#### **17. General Provisions:**

a. You are required to devote your entire time, attention, and effort to the furtherance of the business of the Company and to continuously develop your professional skills in the interest of the Company and yourself. You shall not, during your traineeship with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate or pass any information in any form, related to any aspect of the Company to anyone outside the Company.

b. You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to a breach of confidence reposed in you or inconsistent with the position of responsibility occupied by you. You shall at all times deal with the Company's money, material, and documents with utmost honesty and professional ethics.

c. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at on the basis of our specific background and professional merit. The Company expects that you maintain this information and any future changes to your remuneration, as strictly personal and confidential.

d. During the course of your training program, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself or be disobedient, intemperate, irregular in attendance, commit a breach of the terms of your traineeship or of any of the stipulations herein contained, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your traineeship forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

e. During the course of your training, if you, at any time render yourself in inappropriate behavior/ conversation with the customer, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to initiate a disciplinary action including, but not limited to warning, suspension or disqualification your candidature forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

f. You will keep the Company informed of any change in your residential address, your family status, or any other personal particulars relevant to your traineeship, as and when the change occurs.

g. You are required to sign a 'Non-Disclosure and Confidential Information Agreement' with the Company, prior to joining the applicant training program by the Company. Your traineeship with the Company shall be contingent upon you executing the said agreement.

h. You will be subject to the Company's rules and regulations for the time being in force and as varied from time to time.

i. The Company will deduct taxes as appropriate and consistent with applicable tax laws and regulations. You will be responsible for your tax liabilities under all applicable tax laws and regulations.

j. This letter constitutes the complete understanding between you and the Company regarding the terms of your association with the Company. This supersedes any and all other agreements, either written or oral, between you and the Company regarding your association. Any modification of this letter will be effective only if it is in writing, signed by both parties.

k. All disputes arising herein shall be governed by the laws of India and the jurisdiction to entertain and try such dispute shall vest exclusively in the courts of Bangalore, Karnataka.

The terms of your training contract detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this letter.

We look forward to you joining the training program at the earliest. We are certain that as a participant of the training program, you will find challenge, satisfaction, and opportunity in your association with the Company.

You are requested to carry the below-mentioned documents on your joining date.

1. Graduation Document
2. Pan Card
3. Aadhaar Card
4. Cancelled Cheque/Bank Statement/Bank Passbook
5. Passport Size Photograph

Details of the training program:

The training program has two Stages:  
 Stage 1 : Classroom Training Program (CRT)  
 Duration : 2 Weeks.  
 Location : At office location (in person)

Post completion of 2 weeks, you will be assessed on various parameters. Only qualifying training participants will be moved to Stage 2 (OJT stage) of the program.

Stage 2 : 'On-the-job' Training (OJT)  
 Duration : 4 Weeks.  
 Location : Virtual

Post completion of 4 weeks, the training participants will be assessed on various parameters captured during 4 weeks. Only qualifying training participants will become eligible to be offered a role of BDA (Subject to approval from management). There will be additional performance incentives that will be applicable during the training program.

Please note that this invitation does not guarantee you a permanent employment at BYJU'S. The management reserves the sole right to take the decision.

Yours sincerely,

I have read and understood all the terms and conditions of the Applicant Training Program

Think & Learn Pvt. Ltd.

Accept Job Offer by signing below

Human Resource

Signature:

*This is system generated offer letter and does not require an authorized signature.*

**Annexure**

**Business Development Associate(BDA) Profile Details**

Upon satisfying the conditions mentioned above, the offer for the role of BDA will be extended with a compensation of Rs 10 LPA (7LPA fixed + 3LPA variable) for the role of BDA - Direct Sales or Rs 8 LPA (5LPA fixed + 3LPA variable) for the role of BDA - Inside Sales.

Your work location after being offered the role of Business Development Associate (post successful clearance of the training program) would be IBC Knowledge Park, Bangalore, or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

If the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to rescind your offer in case the offer has been made or terminate employment if you have joined as an employee.



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Offer: Computer Consultancy  
Ref: TCSSL/CT20203201573/Hyderabad  
Date: 11/01/2021

Ms. Alekhya Vaida  
Villa No: 116, Road No:04, Blue Marino, Navaratra Estates,Chepalauppada, Bhaemunipatnam,  
Ins Kalinga,  
Visakhapatnam-531103,  
Ardhra Pradesh  
Tel# 91-9490074476

Dear Alekhya Vaida,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be a **part of the** application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer,letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

TCS Confidential  
TCSSL/CT20203201573

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

One, Lamp Walk, No.1, Software Units, Layout, Madhavaram, Hyderabad-500 081 India  
Tel: (+91) 40 6667 4000 Fax: (+91) 40 6667 0122 Website: www.tcs.com  
Incorporated in India & New York  
TCS Career Site: www.tcs.com Email: careers@tcs.com

*Alekhya*

1





**OFFER CUM APPOINTMENT LETTER**

VENKATA MANIKANTA KALLURI  
3-1-278/7B,SITARA CENTER,KARIFA ROAD, VIDHYADHARAPURAM  
VIJAYAWADA – 520012  
AP  
IN

Dear VENKATA MANIKANTA,

On behalf of **Amazon Internet Services Private Limited**, a company incorporated under the laws of India, having its registered office at Ground Floor, Eros Plaza, Eros Corporate Centre, Nehru Place, New Delhi - 110019, Delhi (hereinafter the "Company" or "Amazon India"), we are very pleased to issue this Offer cum Appointment Letter for the position of **Support Engineer I-Ext Entry at Hyderabad**, India. Your employment with the Company will be subject to your acceptance of this Offer cum Appointment Letter and the terms and conditions set forth hereinbelow. If you wish to accept employment with the Company, please convey your acceptance in the manner provided for by the Company. The offer of employment contained in this Offer cum Appointment Letter will expire if you have not accepted the same on or before **10 business days**.

Upon your acceptance of the offer herein, this Offer cum Appointment Letter shall form the employment contract that is a valid and binding agreement of employment between Amazon India and you, and you shall be bound by the terms and conditions stipulated herein below.

**1. Date of Commencement**

Your employment with Amazon India will commence on **19-Jul-2021**.

**2. Duties**

- 2.1 You will be employed in the position of **Support Engineer I-Ext Entry**. Your manager will advise you about your job responsibilities after your joining with us. You will be expected to do your job to the best of your ability at all times as per the job responsibilities advised by your manager at the time of joining or as amended from time to time, as well as such other tasks as may be required by Amazon India.
- 2.2 You will be required to comply with Amazon India's rules, regulations and policies from time to time in force, including, without limitation, those policies set out in Amazon India's Policies and Procedures, as communicated to you. Amazon India reserves the right to change Amazon India's Policies and Procedures from time to time at its sole discretion and you shall be bound by the same.

1

REGISTERED OFFICE :  
Ground Floor, Eros Plaza, Eros Corporate Centre, Nehru Place, New Delhi - 110019, Delhi  
Tel. : + 91 - 80 - 3342 0300, Fax : +91 - 80 - 3062 5685  
CIN : U72200DL2011FTC127638



Strictly Private and Confidential

Date:01-Jul-2021

**Hari Krishna Reddy Asi**  
**C9707713**

**DNo. 1-99, Peeda street, VII - Masakhapuram, Town - Ichapuram, Dist.- Srikakulam**  
**9491140947**

Dear Hari Krishna Reddy Asi,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

*Hari Krishna Reddy*  
candidate's Signature

Reference Id: e5719900-7074-41e3-965b-acc0a1d336b\_1  
Signed By: Mahesh Vasudeo Zurale

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

**Pre-Onboard Learning Module:** To provide our new joiners with a unique learning experience, Accenture has designed a special online learning module called Technology Fundamentals Online Learning Program (Hereinafter referred to as "program"). This program further provide details about the training opportunities and terms of training/assessments that were shared with you in your Letter of Intent. To ensure that you have ample time to learn at your own pace, and prepare for the ensuing assessments, you will have complete access to the program for 45 days from the date you receive the training link.

Details of the program and assessment are as below.

- The program is hosted on a virtual platform that you can access from anywhere and it will provide you with all the information and trainings that you need to begin your career at Accenture.
- After going through all the learning modules, you will be required to go through Technology Fundamentals Assessments based on what you have learned in the program.
- On successfully completing the program within 45 days and clearing the program assessments in your first attempt, you will be eligible to receive a learning Incentive of INR 10,000.
- In case you fail to clear the assessments in your first attempt, or do not complete the program within 45 days from the receipt of the training link, you will not be eligible for any learning Incentive.
- To clear the assessments, you will need to score a minimum of 60% marks in each assessment test. In case are not able to score the required 60% in your first attempt, you will get two additional attempts where you will need to score a minimum of 65% marks to successfully clear the assessments.
- During each re-attempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you.

Your employment with Accenture is subject to you successfully completing the program assessments mentioned above. In case you are not able to clear the program assessments in three attempts, your offer will stand revoked.

After successful completion of the aforementioned assessments, and after joining the Company, you will need to undergo further training program(s), with specified timetrames, for the specific skill-set assigned to you. Periodic tests will be conducted throughout this training program and you are expected to clear all of them. You will need to score a minimum of 60% marks in each of these tests to clear the Accenture-specific training program. If you are unable to score 50% in your first attempt, you will get two more opportunities to take the test and score the required passing percentage. Your employment with Accenture is subject to you successfully completing the Accenture-specific training program. If you are unable to clear the Accenture-specific training program tests in three attempts, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure (II) along with the signed copy of this offer letter and Terms of Employment.



After accepting this offer, we encourage you visit Countdown to the Company ([http://careers.accenture.com/Microsites/countdown/Pages/welcome\\_india.aspx](http://careers.accenture.com/Microsites/countdown/Pages/welcome_india.aspx)). This on line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/suggestion or have any query, feel free to write an e-mail to: <https://indiacampus.accenture.com/candidate>

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED.



Mahesh Vasudha Zuraic  
Senior Managing Director  
Lead, Advanced Technology Center, India

ASI HARI KRISHNA REDDY  
[Insert full legal name]

  
candidate's Signature

**ANNEXURE 1****COMPENSATION & BENEFITS**

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	383000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32500
Maximum Annual Total earning potential (A+B)	415500
Joining Bonus (Refer to the Section C)	25,000
<b>(D) Additional Benefits</b>	
Gratuity as per law <sup>#</sup>	9500
Insurance Premium(notional value)	
<b>Total Cash Compensation + Total Additional Benefits (A+B+C+D)</b>	<b>450000</b>

*(A) Annual Fixed Compensation*

\* Your annual fixed compensation is INR 383000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

*(B) Local Variable Bonus (LVB)*

As part of your annual total cash compensation, you will be eligible to participate in the FY21 Local Variable Bonus programme (LVB). Your indicative pay out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB programme guidelines. The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

(C) Joining Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- Joining Bonus: of INR 25,000 payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you

Note: For International Worker Only\*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

\* As defined by applicable law from time to time.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under.
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent's in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. Gratuity amount is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

**From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.**

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.



## ANNEXURE II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Original marksheet of all semester (PG/UG).
3. Original provisional degree certificate or convocation degree certificate.
4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
5. Copy of Degree/PG/Diploma (as applicable) certificates.
6. Passport copy, if available (if not please apply immediately).
7. Pan Card
8. Copy of Aadhaar Card or copy of receipt of Aadhaar enrolment number which we request you to voluntarily provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications.



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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20182454659/Hyderabad**  
**Date: 11/01/2021**

Mr. Srinadh Adabala  
Dno: 9-9-113, Pithapuram Colony, Maddilapalem Dno: 9-9-113,  
Near Kalabharathi Auditorium,  
Vishakapatnam-530003,  
Andhra Pradesh.  
Tel# -

Dear Srinadh Adabala,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs. 60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

**TCS Confidential**  
**TCSL/CT20182454659**

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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Deccanpark, No 1 Software Parks, 500016, Madhapur, Hyderabad 500 081, India  
Tel: 91 40 6667 2000 Fax: 91 40 667 2100 Website: www.tcs.com

Registered Office: No. 1, Elnagar, Hyderabad, Telangana 500 034, India  
TCS Careers: [www.tcs.com/careers](http://www.tcs.com/careers)



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Offer: **Computer Consultancy**  
Ref: **TCSL/CT20203202873/Hyderabad**  
Date: **11/01/2021**

Mr. Durga Prasad Bammidi  
10-1-54,Kondi Veedhi Street10-1-54,Kondi Street,  
Near To Kasibugga Post Office,  
Kasibugga-532222,  
Andhra Pradesh  
Tel# 91-9182466670

Dear Durga Prasad Bammidi,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

TCS Confidential  
TCSL/CT20203202873

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

Deccanpark, No.1, Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: (+91-800) 200 0000 Fax: (+91-40) 6667 2222 Website: www.tcs.com  
Registered Office: Nirmala Building 9th Floor, Marriamman Point, Madurai, 625 002  
TCS (India) Pvt. Ltd. © 2021 TCS. All rights reserved. [hr@tcs.com](mailto:hr@tcs.com)

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We look forward to you joining our team. If you wish to discuss any details of this offer, please feel free to contact us.

Congratulations & Warm Regards,  
For Dazeworks Technologies Pvt. Ltd,

*Sivasree Devinarayanan*  
hr@dazeworks.com

Sivasree Devinarayanan  
Chief Of Staff  
Date: 3<sup>rd</sup> August 2020

Enclosed: Annexure A – Compensation & Benefits  
Enclosed: Annexure B – Employment Terms & Conditions

Mr/Ms.

Acceptance: BITRAPATI HARSHA VARDHAN  
I, \_\_\_\_\_, have read and understood the terms and conditions of the employment offer, and do hereby agree and accept the same. I will join the Company on **17th August 2020**

*BITRAPATI HARSHA VARDHAN*  
harshaha76@gmail.com

\_\_\_\_\_  
Please sign acceptance





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We look forward to you joining our team. If you wish to discuss any details of this offer, please feel free to contact us.

Congratulations & Warm Regards,  
For Dazeworks Technologies Pvt. Ltd,

*Sivasree Devinarayanan*  
hr@dazeworks.com

Sivasree Devinarayanan  
Chief Of Staff  
Date: 3<sup>rd</sup> August 2020

Enclosed: Annexure A – Compensation & Benefits  
Enclosed: Annexure B – Employment Terms & Conditions

Mr/Ms.

Acceptance: BITRAPATI HARSHA VARDHAN  
I, \_\_\_\_\_, have read and understood the terms and conditions of the employment offer, and do hereby agree and accept the same. I will join the Company on **17th August 2020**

*BITRAPATI HARSHA VARDHAN*  
harshaha76@gmail.com

\_\_\_\_\_  
Please sign acceptance





HRD/JT/1001574731/21-22

**Infosys**<sup>®</sup> 123  
Navigate your next  
June 30, 2021

Ms. Burra Venkata Karmanya Shruti  
Flat No : 503, Nimish Nivas, Revallapalem  
Bakannapalem Madhurwada Vishakhapatnam  
Vishakhapatnam-530048  
India

Ph: +91-7036342244

Dear Burra,

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

Verification signature by Richard Lobo  
email: rlobo@infosys.com, validity Unknown  
Digitally signed by Richard Lobo  
Date: 2021.06.30 11:30:30 -05'  
Reason: Legally signed  
Locator: Bangalore

INFOSYS LIMITED  
CIN: L85110KA1981PLC013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T 91 80 2852 0261  
F 91 80 2852 0362  
askus@infosys.com  
www.infosys.com



HRD/3T/1001574731/21-22

**Infosys** 123  
Navigate your next  
June 30, 2021

Ms. Burra Venkata Karmanya Shruti  
Flat No : 503, Nimish Nivas, Revallapalem  
Bakannapalem Madhurwada Vishakhapatnam  
Vishakhapatnam-530048  
India

Ph: +91-7036342244

Dear Burra,

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

Certificate signature by Richard Lobo  
email: rlobo@infosys.com, validity Unknown  
Digitally signed by Richard Lobo  
Date: 2021.06.30 11:30:30 IST  
Reason: I signed the data  
Locator: B4740000

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*



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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192641861/Hyderabad**  
**Date: 11/01/2021**

Ms. Chaturya Pidintla  
Door No. 4-29-3, Kagitalavari Street,  
Pedawaltair,  
Visakhapatnam-530017,  
Andhra Pradesh.  
Tel# 91-9959076538

Dear Chaturya Pidintla,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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**TCSL/CT20192641861**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

Registered Office: Nimra Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers: Tel: 11 (line: 3) 406 6666 Email: careers@tcs.com





## APPOINTMENT LETTER

June 4, 2021

Dear Chinta sai Lokesh,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as Project Engineer. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

### 1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

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## 2. Compensation:

You will be eligible for

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet
- b. Variable Pay - The details of this component are listed in Annexure V. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

## 3. Other Benefits:

You will also be eligible for:

- a. Leave, holidays and working hours as applicable to your stream and location of posting.
- b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.
- c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.
- d. Leave Travel Assistance (LTA) as per the Company's policy.
- e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.
- f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.
- g. Please refer to the detailed policies in the Company's intranet portal i.e. [mywipro.wipro.com](http://mywipro.wipro.com)

## 4. Responsibilities:

- a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

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- b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.
- c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.
- d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

#### 5. Conflict of Interest:

- a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.
- b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.
- c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage.
  - i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
  - ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
  - iii. Any existing employee to become associated with, or perform services of any type for any third party.
- d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

#### 6. Confidentiality:

- a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

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- b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non compete agreements that would prevent you from working without limitation for the Company.

#### 7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

#### 8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ("Confidential Information"). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

#### 9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and/or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

- a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.
- b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.
- c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

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d. Your appointment shall be treated as withdrawn in case:

- i. You have not scored minimum aggregate marks of 60% in your 10<sup>th</sup> Standard or equivalent education
- ii. You have not scored minimum aggregate marks of 60% in your 12<sup>th</sup> Standard or equivalent education
- iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
- iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation and 60% in post-graduation.
- v. You have any pending backlogs/ arrears on the date of appointment

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

#### 10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of at least 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall be liable to pay to the Company liquidated damages of up to Rs. 75,000/- (Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

#### 11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

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**12. Pre Joining Program (PJP):**

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,  
For Wipro Limited,

**Aparna Shailen**  
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on \_\_/\_\_/\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_/\_\_/\_\_

Place: \_\_\_\_\_

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## ANNEXURE I

### DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

**Noted below are a few examples of conflict of interest:**

- a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.
- b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.
- c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.
- d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.
- e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

**Name:**

**Date:** \_\_\_/\_\_\_/\_\_\_

**Signature:**.....

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### Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling/ dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: [policyclearinghouse@wipro.com](mailto:policyclearinghouse@wipro.com).
2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need-to-know basis. Employees are strictly prohibited from the following:
  - a) Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.
  - b) Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.
  - c) Unauthorized disclosure or communication of UPSI.
  - d) Procuring any UPSI from others
3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on the employee will not be borne by the Company and the employee individually is responsible.
4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to [policyclearinghouse@wipro.com](mailto:policyclearinghouse@wipro.com)

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**ANNEXURE II**

**PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000**

I \_\_\_\_\_, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

- a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification,
- a. processing my job application including background verification checks;
- b. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party. I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

**Name:**

**Date:** \_\_\_/\_\_\_/\_\_\_

**Signature**.....

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**ANNEXURE III**  
**SALARY OFFER SHEET**

**Name** : Chinta sai Lokesh

**Position** : Project Engineer

**Career Group:** TRB – II

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	6,835
Bonus	7,334
Wipro Benefits Plan (WBP)	4,849
<b>Total Fixed Cash</b>	<b>24,688</b>
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
<b>Total Fixed Compensation</b>	<b>27,108</b>
<b>Other Compensation Benefits</b>	
Health benefit (Medical)	600
<b>Variable Pay</b>	
Target Variable Pay	1,459
<b>Target Cost to Company per month</b>	<b>29,167</b>
<b>Total Cost to Company per annum</b>	<b>3,50,004</b>

\*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

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Apart from the standard salary components, Project Engineers are also entitled to the following unique Company Benefits to help you manage during exigency

- a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
- b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
- c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
- d. Medical Insurance Coverage up to Rs 2lac per annum.

Date: \_\_\_/\_\_\_/\_\_\_

Signature:.....

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**ANNEXURE – IV**

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

**Name:**

**Date:**    /    /   

**Signature:**.....

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## ANNEXURE – V

### Variable Pay - A BRIEF OVERVIEW

#### **Variable Pay Policy Summary & Computation:**

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2021-22.

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## SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

### Basic, Additional Allowance and Bonus:

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

### House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

### Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements.

#### 1. Leave Travel Allowance:

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to [myWipro](#) on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

#### 2. Telephone/Mobile Phone Allowances:

The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/modem/hub/routers/GPRS etc. for internet usage plans are eligible for IT exemption up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

#### 3. Non-transferable Meal card:

An amount of Rs. 1100 / 2,750 per month towards purchase of Non-transferable Meal card is eligible for IT exemption under WBP.

#### 4. Education Allowance:

An amount of Rs. 100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

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 Bangalore 560 035  
 India

T : +91 (80) 2844 0011  
 F : +91 (80) 2844 0054  
 E : hr@wipro.com  
 W : wipro.com  
 C : L021021KA1945PLC020300

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#### 5. **New Pension System:**

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WRP. This will be over and above Sec. 80C investments.

#### **Retirement Benefits:**

It consists of:

- a. **Provident fund.** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm

- a. **Notional sum** indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

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### Travel, Accommodation, Food & Other Miscellaneous Expenses

#### Travel

- a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.
- a. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

#### Accommodation, Food & other Miscellaneous Expenses

- a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.
- b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following.
  - i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.
- b. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro > My Policies -> India->My Travel>Transfer Policy-Team Rainbow.
- c. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

**Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.**

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## **SUMMARY - SOCIAL SECURITY & OTHER BENEFITS\***

### **Medical**

1. **Medical Assistance Program (MAS)\*\***: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI)**. This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.
  
2. **Mediclaim**: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium, 10% of the claim amount has to be borne by you  
 If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.  
  
 Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top Up cover is voluntary and charged as applicable during renewal timelines.
  
3. **Annual Health check**: Company paid Annual health check-up program is available for employees above 40 years of age.

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#### Gratuity Benefit\*\*: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

#### Survivor Benefit Pension Program\*\*:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

F.g If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic \* No of years to Retirement \* Grade Factor \* % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%\* x 80% = Rs. 6,480 per month as supplementary pension payable. \*Grade Factor is a band specific pre defined pension Accrual rate.

#### Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An Interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

\*\* These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

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### 1. Your Life and Accident Cover:

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.

b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies ->India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

### 1. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite & transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs 1,50,000 per annum, member employee will have an option to restrict the contribution to Rs 1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

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Strictly Private and Confidential

Date:24-Jun-2021

Datla Kirti  
C9674590

Flat 201,Akhila Castle , Durganagar , ChandrapalemMadhurawada,Visakhapatnam-530048  
9059796229

Dear Datla Kirti,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.



You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

**Pre-Onboard Learning Module:** To provide our new joiners with a unique learning experience, Accenture has designed a special online learning module called Technology Fundamentals Online Learning Program (Hereinafter referred to as "program"). This program further provide details about the training opportunities and terms of training/assessments that were shared with you in your Letter of Intent. To ensure that you have ample time to learn at your own pace, and prepare for the ensuing assessments, you will have complete access to the program for 45 days from the date you receive the training link.

Details of the program and assessment are as below.

- The program is hosted on a virtual platform that you can access from anywhere and it will provide you with all the information and trainings that you need to begin your career at Accenture.
- After going through all the learning modules, you will be required to go through Technology Fundamentals Assessments based on what you have learned in the program.
- On successfully completing the program within 45 days and clearing the program assessments in your first attempt, you will be eligible to receive a learning Incentive of INR 10,000.
- In case you fail to clear the assessments in your first attempt, or do not complete the program within 45 days from the receipt of the training link, you will not be eligible for any learning Incentive.
- To clear the assessments, you will need to score a minimum of 60% marks in each assessment test. In case are not able to score the required 60% in your first attempt, you will get two additional attempts where you will need to score a minimum of 65% marks to successfully clear the assessments.
- During each re-attempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you.

Your employment with Accenture is subject to you successfully completing the program assessments mentioned above. In case you are not able to clear the program assessments in three attempts, your offer will stand revoked.

After successful completion of the aforementioned assessments, and after joining the Company, you will need to undergo further training program(s), with specified timetrames, for the specific skill-set assigned to you. Periodic tests will be conducted throughout this training program and you are expected to clear all of them. You will need to score a minimum of 60% marks in each of these tests to clear the Accenture-specific training program. If you are unable to score 50% in your first attempt, you will get two more opportunities to take the test and score the required passing percentage. Your employment with Accenture is subject to you successfully completing the Accenture-specific training program. If you are unable to clear the Accenture-specific training program tests in three attempts, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure (II) along with the signed copy of this offer letter and Terms of Employment.

After accepting this offer, we encourage you visit Countdown to the Company ([http://careers.accenture.com/Microsites/countdown/Pages/welcome\\_india.aspx](http://careers.accenture.com/Microsites/countdown/Pages/welcome_india.aspx)). This on line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to <https://indiacampus.accenture.com/candidate>

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED.



**Mahesh Vasudha Zuraic**  
Senior Managing Director  
Lead, Advanced Technology Center, India

[Insert full legal name]

**ANNEXURE 1****COMPENSATION & BENEFITS**

Annual Total Cash compensation structure as per the Company guidelines is:

<b>Total Cash Compensation Elements</b>	
	<b>Annual (INR)</b>
<b>(A) Annual Fixed Compensation</b>	383000
<b>(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)</b>	32500
<b>Maximum Annual Total earning potential (A+B)</b>	415500
<b>Joining Bonus (Refer to the Section C)</b>	25,000
<b>(D) Additional Benefits</b>	
<b>Gratuity as per law<sup>#</sup></b>	9500
<b>Insurance Premium(notional value)</b>	9500
<b>Total Cash Compensation + Total Additional Benefits (A+B+C+D)</b>	<b>450000</b>

**(A) Annual Fixed Compensation**

• Your annual fixed compensation is INR 383000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

**(B) Local Variable Bonus (LVB)**

•As part of your annual total cash compensation, you will be eligible to participate in the FY21 Local Variable Bonus programme (LVB). Your indicative pay out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB programme guidelines. The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year



(C) Joining Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- Joining Bonus: of INR 25,000 payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you

Note: For International Worker Only\*

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time) Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

\* As defined by applicable law from time to time.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under.
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent's in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. Gratuity amount is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

**From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.**

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

## **ANNEXURE II**

**Mandatory documentation at the time of onboarding:**

1. Two copies of your recent passport size photographs.
2. Original marksheet of all semester (PG/UG).
3. Original provisional degree certificate or convocation degree certificate.
4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
5. Copy of Degree/PG/Diploma (as applicable) certificates.
6. Passport copy, if available (if not please apply immediately).
7. Pan Card
8. Copy of Aadhaar Card or copy of receipt of Aadhaar enrolment number which we request you to voluntarily provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications.

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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203464855/Hyderabad**  
**Date: 11/01/2021**

Mr. Kalivarapu Vihar  
7-3aNegavamsapu Street,  
Pathapatnam,  
Srikakulam-532213,  
Andhra Pradesh.  
Tel# 91-7093185058

Dear Kalivarapu Vihar,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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TCSL/CT20203464855

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**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

Deccanpark, 1st Floor, 4th Cross, 4th Stage, Old Airport Road, Hyderabad-500 081, India  
Tel: +91 40 9692 2600 Fax: +91 40 66 77 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100  
Registered Office: Hyderabad, India. Tel: +91 40 9692 2600. Mumbai: 400 021  
TCS Current Recruitment: [www.tcs.com](http://www.tcs.com)





**Letter of Intent**

**17 December 2020**

**Kalivarapu Vihar  
Anil Neerukonda Institute of Technology and Sciences  
Visakhapatnam**

**Dear Kalivarapu Vihar,**

We are pleased to inform you that you have been provisionally short-listed for employment as **"Software Engineer Trainee"**.

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs.3.50 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Prior to joining Hexaware and commencement of your training program, you are required to join the Early Intervention Program (EIP) to be conducted by Hexavarsity and complete it successfully.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,  
For **HEXAWARE TECHNOLOGIES LIMITED**

*Monica Mathur*

**Monica Mathur**  
Vice President, Recruitment-India & APAC

*Kalivarapu Vihar*  
(KALIVARAPU VIHAR)



**HEXAWARE TECHNOLOGIES LTD.**

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mahape,  
Navi Mumbai, 400710 Tel.: +91 22 6791 9595, Fax: +91 22 6791 9500  
(CIN): L72900MH1992PLC059662 URL: [www.hexaware.com](http://www.hexaware.com)



**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203464855/Hyderabad**  
**Date: 11/01/2021**

Mr. Kalivarapu Vihar  
 7-3a Nagavamsapu Street,  
 Pathapatnam,  
 Srikakulam-532213,  
 Andhra Pradesh.  
 Tel# 01-7003185058

Dear Kalivarapu Vihar,

**Sub: Letter of Offer**

I thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure 1 provides the break up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre joining learning curriculum named TCS Xplore (detailed under Terms &

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**TCSL/CT20203464855**

**1**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

## **COMPENSATION AND BENEFITS**

### **BASIC SALARY**

You will be eligible for a basic salary of ₹14,784/- per month.

### **BOUQUET OF BENEFITS (BoB)**

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

#### **1. House Rent Allowance (HRA)**

Your HRA will be ₹5,914/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

#### **2. Leave Travel Allowance**

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

#### **3. Food Card**

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including ICS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

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### **TATA CONSULTANCY SERVICES**

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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com





## **PERFORMANCE PAY**

### **Monthly Performance Pay**

You will receive a monthly performance pay of ₹1,700/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

### **Quarterly Variable Allowance**

Your variable allowance will be ₹600/- per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

## **CITY ALLOWANCE**

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

## **XPLORE/ LEARNING INCENTIVES**

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

## **OTHER BENEFITS**

### **Health Insurance Scheme**

TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

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### 1. Basic Cover

i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you

### 2. Higher Hospitalisation

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL

### Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

### Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

### Loans

You will be eligible for loans, as per TCSL's loan policy.

### Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

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## **RETIRALS**

### **Provident Fund**

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

### **Gratuity**

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

## **TERMS AND CONDITIONS**

### **1. Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/ revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

### **2. Pre requisites for Joining**

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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### 3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorisedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

### 4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

### 5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

### 6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

### 7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

### 8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a

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confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

#### 9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

#### 10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

#### 11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

#### 12. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

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### 13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

### 14. Notice Period

During your tenure with TCSL, either you or TCSL may terminate your traineeship / employment under this Agreement by providing 90 days written notice. The company reserves the right, to ask you to complete the notice period or adjust the earned vacation in lieu of entire or partial notice period. If your services, behaviour and/ or performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above. No notice or payment in lieu thereof shall be applicable if your services are discontinued/terminated on account of any misconduct either during your traineeship period or upon completion of the traineeship period.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

### 15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

### 16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

### 17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

### 18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action.

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including termination of traineeship/service without notice.

#### 19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Sri Lankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
  - \*There is no criminal offence registered/pending against you
  - \*There is no disciplinary case pending against you in the university
- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

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- \*PAN Card (Permanent Account Number)
- \*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- \*Passport
- \*NSR C-Card

## 20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

## 21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

## 22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ullimatix.

## 23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

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#### **24. Data Privacy Clause:**

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.





**Withdrawal of Offer**

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

**For TATA Consultancy Services Limited**

A handwritten signature in black ink, appearing to read 'K Ganesan', written over a circular stamp.

**K Ganesan**  
**Global Head Talent Acquisition & AIP**



Encl. Annexure 1. Benefits and Gross Salary  
Annexure 2: List of TCS Xplore Centres  
Annexure 3. Confidentiality and IP Terms

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## GROSS SALARY SHEET

Annexure 1

<b>Name</b>	<b>Kalivarapu Vihar</b>
<b>Designation</b>	<b>Assistant System Engineer-Trainee</b>
<b>Institute Name</b>	<b>Anil Neerukonda Institute Of Technology &amp; Sciences</b>

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,645	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,239
Gratuity	711	8,533
Total of Annual Components & Retirals	2,405	37,722
Retention Incentive	NA	0
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,077</b>
<b>Xplore/ Learning Incentive****</b>		<b>Upto 60,000</b>

# Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

\* Amount depicted will be paid out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

\*\*\* For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for DoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,938
Leave Travel Assistance	1,232	14,734
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

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## Annexure 2

<p><b>Ahmedabad</b> TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p>	<p><b>Bangalore</b> TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p>
<p><b>BHUBANESHWAR</b> TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-III) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ), PLOT NO 35, CHANDARA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p><b>Chennai</b> TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHE, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p><b>DELHI – Gurgaon</b> TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insighra, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p><b>DELHI – Noida</b> TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 &amp; A-45,Ground, 1st to 5th Floor &amp; 10th floor, Galaxy Business Park, Block - C &amp; D, Sector - 62, Noida - 201309,UP</p>
<p><b>Guwahati</b> TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House,G.S. Road, Dispur,Guwahati 781006,Assam</p>	<p><b>Hyderabad</b> TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p>
<p><b>INDORE</b> TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Subzone No. 151 &amp; 169-B, Super Cumidur, Village Tigariya Badshah &amp; Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p>	<p><b>KOLKATA</b> TCS XP HR Lead Tata Consultancy Services Limited, Euspace 1B Building, 2nd Floor, Plot - HIF/12, New Town, Rajarhat, Kolkata - 700150, West Bengal OR Auditorium, 2nd Floor, Wanderers Building, Delta Park - Lords</p>
<p><b>KOCHI</b> TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark, Kakkanad, Kerala 682042</p>	<p><b>MUMBAI</b> TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokhara Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p>
<p><b>NAGPUR</b> TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p>	<p><b>PUNE</b> TCS XP HR Lead Tata Consultancy Services, Plot No. 2 &amp; 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase II, Pune - 411057, Maharashtra</p>
<p><b>Trivandrum</b> TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark Campus, Kariyavattom P.O, Trivandrum - 695581, India</p>	





### Annexure 3

#### Confidentiality and IP Terms and Conditions

#### Confidentiality and IP Terms and Conditions - Annexure 3:

##### 1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following.

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.





## 2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

## 3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names, copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



#### 4. **Prior knowledge**

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

#### 5. **Use of third party material**

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

#### 6. **Security policies and Guidelines.**

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

#### 7. **Restriction on Associate's Rights**

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

#### 8. **No License**

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.





### 9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

### 10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.





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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203464855/Hyderabad**  
**Date: 11/01/2021**

Mr. Kalivarapu Vihar  
 7-3aNegavamsapu Street,  
 Pathapatnam,  
 Srikakulam-532213,  
 Andhra Pradesh.  
 Tel# 91-7093185058

Dear Kalivarapu Vihar,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

**TCS Confidential**  
**TCSL/CT20203464855**

1

**TATA CONSULTANCY SERVICES**  
 Tata Consultancy Services Limited

Deccanpark, 1st Floor, 4th Units, Layout, Madhapur, Hyderabad-500 081 India  
 Tel: +91 40 96922000 Fax: 91 40 66722252 Email: [www.tcs.com](mailto:www.tcs.com)  
 Bangalore: 080 42454444 Hyderabad: 091 40 66722252 Mumbai: 400 021  
 TCS Current Recruitment: [www.tcs.com](http://www.tcs.com)

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Mindstix Software Labs Private Limited  
704, Amar Neptune, Baner Rd., Baner, Pune, India – 411045  
hr@mindstix.com | +91 91300 72066

April 4, 2022

To,  
Udaymithra Kalla, Vishakhapatnam  
udaymithra222@gmail.com / +91 7893598922

**Sub: Employment Offer as a Member of Technical Staff at Mindstix Software Labs**

Dear Udaymithra,

Thank you for interviewing with us. We are glad to offer you the role of a **Member of Technical Staff** at Mindstix Software Labs Private Limited. We look forward to your acceptance of this offer, and to you joining the organization at the earliest.

**Compensation Details:**

Your compensation details are presented in the table below. These components are inclusive of all taxes, levies, and employee benefits.

Fixed Component:	<b>INR 6,78,400/-</b> (Rupees Six Lakhs Seventy-Eight Thousand Four Hundred Only)
Company's Contribution Towards PF:	<b>INR 21,600/-</b> (Rupees Twenty-One Thousand Six Hundred Only)
Performance-Linked Incentive Bonus:	<b>INR 1,50,000/-</b> (Rupees One Lakh Fifty Thousand Only)

**Performance-Linked Incentive:**

Your performance bonus is linked to your individual performance through the year and to the overall performance and growth of the company. Indicative factors which determine your performance bonus are:

- Your technical competency.
- Communication skills and teamwork.
- Customer engagement and customer-success skills.
- Your participation in various organization-wide activities.
- Your contributions towards the growth and success of the company's business.

April 4, 2022

To,  
Udaymithra Kalla, Vishakhapatnam  
[udaymithra222@gmail.com](mailto:udaymithra222@gmail.com) / +91 7893598922

**Sub: Employment Offer as a Member of Technical Staff at Mindstix Software Labs**

Dear Udaymithra,

Thank you for interviewing with us. We are glad to offer you the role of a **Member of Technical Staff** at Mindstix Software Labs Private Limited. We look forward to your acceptance of this offer, and to you joining the organization at the earliest.

**Compensation Details:**

Your compensation details are presented in the table below. These components are inclusive of all taxes, levies, and employee benefits.

Fixed Component:	<b>INR 6,78,400/-</b> (Rupees Six Lakhs Seventy-Eight Thousand Four Hundred Only)
Company's Contribution Towards PF:	<b>INR 21,600/-</b> (Rupees Twenty One Thousand Six Hundred Only)
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**Performance-Linked Incentive:**

Your performance bonus is linked to your individual performance through the year and to the overall performance and growth of the company. Indicative factors which determine your performance bonus are:

- Your technical competency.
- Communication skills and teamwork.
- Customer engagement and customer-success skills.
- Your participation in various organization-wide activities.
- Your contributions towards the growth and success of the company's business.



Your performance bonus is disbursed after the completion of one calendar year. The determination and disbursement of the performance bonus is on the sole and exclusive discretion of the company management.

Performance bonus disbursement is applicable only if the employee is in regular employment and in good-standing in the organization for the entire duration of one calendar year. The performance bonus is not applicable in case an employee is on a notice period, is on an extended sabbatical, or is no longer an employee of the organization prior to the completion of one year.

**Withholding of Taxes:**

Company reserves the right to deduct tax at source, or to withhold any other taxes, as per the applicable local, state, and federal laws.

**Effective Date:**

This offer is effective **April 4, 2022** and is valid for the duration of 1 day. We look forward to you accepting the offer and joining the organization on and before **April 4, 2022**.

**Probation Period:**

Company policies provide for a "probation period" of three calendar months from the date of joining. The company reviews employee performance regularly during this probation period. On successfully achieving your goals and performance objectives, your probation period would be considered complete.

In the event of non-performance of an employee *during the probation period*, the company reserves the right to extend the probation period or to terminate this agreement with a notice period of 15 days, or the number of days served in the organization (whichever is lesser).

**Notice Period:**

Mindstix Software Labs has a notice period of 45 calendar days. In the event of any breach of company policies, breach of information-security policies, or breach of company's non-disclosure agreements, the company reserves the right to terminate this engagement with immediate effect.

**Ongoing Performance Reviews:**

The company reviews employee performance and progress on a periodic basis – this is based on the 'Objectives and Key Result Areas' as defined by the company leadership team.

**Health Insurance Benefits:**

Upon successful completion of your probation period, you are entitled for Health Insurance benefits up to INR 2,00,000 which includes a health insurance cover for yourself, your spouse, and up to 2 children.

Please review the policy details from our insurance service provider carefully to understand applicability and other associated norms for the same.



**Paid Leaves:**

The company policy entitles you to *1.75 days of paid leave for every one working month*, in addition to the standard list of public and national holidays. You are suggested to avoid leaves during the *probation period*, unless absolutely necessary. Leaves during the probation period will be considered as leave without pay. Accumulated leaves can be carried over to subsequent years up to a maximum of 30-days.

**Working Location and Schedule:**

Your working location will be the company's software development centre at 704/705 Amar Neptune, Baner Road, Pune. Given the pandemic situation, Mindstix is operating remotely. You will be working from home until further communication. The company reserves the right to relocate, if needed, depending on the business needs and circumstances.

The company normally works 5-days a week (Mon-Fri). You may be required to report to work on additional days during any business-critical activities, project deliverables, or critical customer service demands.

**Reporting:**

You will be directly reporting to our Founder, CEO, Roshan Kulkarni and may be further directed to work with our CTO / Delivery Head / Team Lead as required.

**Acceptance of NDA and Company Policies:**

This offer is subject to your acceptance of the company's standard *non-disclosure agreement* (NDA) and the standard company policies.

During your tenure with the Company, 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 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.

**No Conflicting Obligations; Compliance with Company Policies, Laws and Regulations:**

By signing this letter, you confirm that you have no contractual commitments or other legal obligations that would prohibit you from performing your duties for the Company or that would conflict with the Company's interests. In the course of your employment with the Company, you will be subject to and required to comply with all Company policies, and applicable laws and regulations.

**Outside Activities:**

While you render services to the Company, you agree that you will not engage in any other employment, consulting or other business activity without the prior written consent of the Company. While you render services to the Company, you also will not assist any person or entity in competing with the Company, in preparing to compete with the Company or in recruiting, preparing to hire or hiring any employees or consultants of the Company.

By accepting this offer you agree to abide by all company's policies and terms of engagement. You also agree to execute the company's non-disclosure agreement which safeguards the intellectual property rights (IPR) of the company, its customers, and of third-parties.

**Submission of Documents:**

As per the company policy you are required to submit the following documents as a soft copy on your joining day. Please keep the following documents ready:

- Two Recent Passport sized Photographs.
- Photo ID Proof.
- Proof of Permanent Address, Local Address.
- PAN Card, Aadhar Card.
- Degree Certificates and Marksheets.
- Work Experience Letter and Salary Slips of Previous Employers.
- Details of your Savings Bank Account where Electronic Salary Transfers are to be setup. (Preferably copy of a cancelled cheque).

Please return a *countersigned copy* of this letter to acknowledge your acceptance of this offer. We look forward to working with you and our best wishes for an outstanding career ahead!

Human Resources,  
Mindstix Software Labs Pvt. Ltd.

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Mindstix Software Labs Private Limited  
 704, Amar Neptune, Baner Rd., Baner, Pune, India – 411045  
 hr@mindstix.com | +91 91300 72066

April 4, 2022

To,  
 Udaymithra Kalla, Vishakhapatnam  
 udaymithra222@gmail.com / +91 7893598922

**Sub: Employment Offer as a Member of Technical Staff at Mindstix Software Labs**

Dear Udaymithra,

Thank you for interviewing with us. We are glad to offer you the role of a **Member of Technical Staff** at Mindstix Software Labs Private Limited. We look forward to your acceptance of this offer, and to you joining the organization at the earliest.

**Compensation Details:**

Your compensation details are presented in the table below. These components are inclusive of all taxes, levies, and employee benefits.

Fixed Component:	<b>INR 6,78,400/-</b> (Rupees Six Lakhs Seventy-Eight Thousand Four Hundred Only)
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Performance-Linked Incentive Bonus:	<b>INR 1,50,000/-</b> (Rupees One Lakh Fifty Thousand Only)

**Performance-Linked Incentive:**

Your performance bonus is linked to your individual performance through the year and to the overall performance and growth of the company. Indicative factors which determine your performance bonus are:

- Your technical competency.
- Communication skills and teamwork.
- Customer engagement and customer-success skills.
- Your participation in various organization-wide activities.
- Your contributions towards the growth and success of the company's business.





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**Offer: Computer Consultancy**  
**Ref: TCSL/ICT20203489292/Hyderabad**  
**Date: 11/01/2021**

Mr. Viswanada Chakravarthy Karri  
 S/O ,Karri Chiranjeevulu,12-113,Market Veedhi,Narasannapeta,SrikakulamMarket Veedhi,  
 Narasannapeta,  
 Srikakulam-532421,  
 Andhra Pradesh.  
 Tel# 91-9490062648

Dear Viswanada Chakravarthy Karri,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

**TCS Confidential**  
**TCSL/ICT20203489292**

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Deccanpark, Next Software Units Layout, MG Road, Hyderabad 500 081 India

Tel: +91 40 6672 2000 Fax: +91 40 6672 2000 Website: www.tcs.com

Registered Office: Central Building, 9th Floor, Market Street, Chennai 600 009 India

TCS Confidential | Page 591





**16/09/2021**

To

**Viswanada Chakravarthy Karri**

**12 113, Market street, Narasannapeta, Srikakulam, Andhra Pradesh, 532421,12 113, Market street,  
Narasannapeta, Srikakulam, Andhra Pradesh, 532421,India - 532421**

**Emp. code : 300054420**

### **Confirmation Letter**

Dear Viswanada Chakravarthy Karri,

**CONGRATULATIONS!**

With reference to your appointment letter, we are pleased to confirm you in the services of the company with effect from 17/09/2021. We take this opportunity to thank you for your contribution.

All the other terms and conditions of your service will remain unaltered. Kindly acknowledge and return the signed copy of this letter.

We look forward to your continued commitment and support in the years to come and wish you all the success.

for **Rakuten India Enterprise Private Limited**

**Authorized Signatory**



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**Offer: Computer Consultancy**  
**Ref: TCSL/ICT20203489292/Hyderabad**  
**Date: 11/01/2021**

Mr. Viswanada Chakravarthy Karri  
 S/O ,Karri Chiranjeevulu,12-113,Market Veedhi,Narasannapeta,SrikakulamMarket Veedhi,  
 Narasannapeta,  
 Srikakulam-532421,  
 Andhra Pradesh.  
 Tel# 91-9490062648

Dear Viswanada Chakravarthy Karri,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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**TCSL/ICT20203489292**

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Deccanpark, Next Software Units Layout, MG Road, Hyderabad-500044 India

Tel: +91 40 6672 2000 Fax: +91 40 6672 2000 Website: www.tcs.com

Registered Office: Central Building, 9th Floor, Market Street, Chennai-600009 India

TCS Code of Conduct: [www.tcs.com](http://www.tcs.com) Page 591



ESPL/HRD/LOA/0120211001

November 11, 2020

To,  
Ms. Resapu Sai Tejaswini,  
Visakhapatnam, Andhra Pradesh, India.

Subject: Offer Letter

Dear Tejaswini,

We are pleased to offer you the position of 'Associate Consultant', with Evolutionary Systems Pvt. Ltd. This offer is subject to your acceptance and approval of the documents and references, which you have mentioned in your interview and resume earlier. You are required to submit the documents as per Annexure – II, on your day of joining the company. You are required to join on or before **May 19, 2021**.

Your Letter of Appointment will be given to you upon your joining the company, which contains details of all terms and conditions of employment in the company. Your appointment is contingent upon satisfactory reference & 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).

The details of your offer are as follows:

**LOCATION**

Your base location will be Visakhapatnam, Andhra Pradesh, India (Work From Home). You will operate from Ahmedabad Office after Pandemic. However, your services are transferable and you may be assigned to any office of 'Evosys' within India or abroad. In such case, you will be governed by the policies of that location.

**COMPENSATION**

Your annual CTC will be **INR 3,20,004 (INR Three Lakhs Twenty Thousand and Four Only) Per Annum**.

**OTHER BENEFITS**

You will be eligible for the following additional benefits.

**Onsite Allowance:** Whenever you are on an overseas deputation you will be entitled for onsite allowance of AED 70 per day. In case of your deputation other than UAE/Qatar, onsite allowance will be as per standard structure of that specific country, the details will be available in the deputation letter.

*(Signature)*

*(Signature)*

**Evolutionary Systems Pvt Ltd**  
11<sup>th</sup> Floor Kataria Arcade, Beside Adani Vidhya Mandir, Behind Adani CNG pump SG Highway INDIA.  
Tel +91 79 66823300, 66823301 Fax +91 79 66823399 Email: [contact@evosysglobal.com](mailto:contact@evosysglobal.com) Web: [www.evosysglobal.com](http://www.evosysglobal.com)  
CIN No. U17122GJ2006PTC049073







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OFF - Computer Consultancy  
Ref: TCS/CT20192890947/Hyderabad  
Date: 01/02/2021

Mr. Mahidhar Gedela  
2-84Indira Gandhi Nagar,  
Near Petrol Bunk,  
Vishakhapatnam-530040,  
Andhra Pradesh.  
Tel# -

Dear Mahidhar Gedela,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and the offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

TCS Confidential  
TCSL/CT20192890947

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Deccanpark, No.1 Software Parks Layout, Madhuvanagar, Hyderabad-500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2221 Website: www.tcs.com  
Registered Office: Nimra Building, 9th Floor, 10th Cross Road, Marolli Nagar, Mumbai-400 021  
TCS Career Services: 12000 Page 635 Email: career@tcs.com



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26 July, 2021  
Ref No: Hyd/HR/R&S/OI/21/823

To  
Mandapati Swathi  
MSR Gardens, Rajula Thallavalasa,  
Bheminipatnam, Visakapatnam,  
Andhra Pradesh -531162

Dear Mandapati,

Further to your interview discussion, we are happy to offer you the position of **Development Operations Engineer, Associate** with "Infor (India) Private Limited" subject to the reference check and background verification done by Infor India.

Your place of posting will be **Hyderabad**, and we expect you to join us on **11 August, 2021**

Your Salary will be Rs. **440004/-** per annum (Rupees Four Lakh Forty Thousand Four per annum) Only.

Your employment with us is contingent upon the submission of the following documents on the date of joining: -

Your Date of joining will be on hold / postponed if you are not bringing below Original Documents at the time of joining.

1. Originals Documents & One photocopy of
  - Education - SSC, Intermediate, Degree & PG (as applicable)
  - Personal IDs - Aadhaar Card, PAN Card, UAN Card, Driving License, Voter ID & Passport etc
2. 3 passport size colored photographs and Form 16 or Final Tax Computation sheet.
3. Name on PAN card & Aadhaar Card should be in the same format and Date of Birth of Aadhar should be in DD/MM/YYYY format.
4. Photo copy of Address Proof (Permanent address proof of any of the below is mandatory- Electricity Bill, Telephone Bill, Driving licence, Aadhar Card etc)

Please note that this is only an offer letter and a formal letter of appointment will be issued to you on the day of your joining the organization. You can get in touch with the undersigned in case you need any clarifications.

We request you to confirm your acceptance of the offer via e-mail, phone, fax or post. We look forward to having you on board by the date mentioned above.  
Thanking you

Regards

Renu Ganotra  
Senior Director HR, India  
The Skyview, Tower 10, Floor 4/5/6/7, Sy. No. 83/1,  
Madhapur, Next to BioDiversity Park,  
Paidurg Ullasa, Serilingampally Mandal,  
Ranga Reddy, Telangana - 500081 India  
E Mail: [renu.ganotra@infor.com](mailto:renu.ganotra@infor.com)



Strictly Private and Confidential

Date:06-Aug-2021

Dharani Kumari Nagali  
C9869355

Door no:- #21-21-2/3, Sunnappu street, Town Kotha Road, Visakhapatnam.  
7893889867

Dear Dharani Kumari Nagali,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

N. Dharani Kumari



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Offer: **Computer Consultancy**  
Ref: **TCSL/CT20203298512/Hyderabad**  
Date: **11/01/2021**

Ms. Alekhya Pappala  
Flt No:501,Sai Ganesh ResidencySmhachal Nagar,  
Old Gosala Down,  
Visakhapatnam-530047  
Andhra Pradesh,  
Tel# 91-9160189613

Dear Alekhya Pappala,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

**TCS Confidential**  
**TCSL/CT20203298512**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

One Campus, No.1, Software Parks Layout, Madhapur, Hyderabad-500081 India  
Tel: 91 40 6672 0000 Fax: 91 40 6672 0000 [www.tcs.com](http://www.tcs.com)  
Registered Office: Film Chamber Building, 5th Floor, Hyderabad, India. Tel: 91 40 6672 0000  
TCS Career Services: [www.tcs.com](http://www.tcs.com) Page 649





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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203298512/Hyderabad**  
**Date: 11/01/2021**

Ms. Alekhya Pappala  
 Ft No:501,Sai Ganesh ResidencySimhachal Nagar,  
 Old Gosala Down,  
 Visakhapatnam-530047,  
 Andhra Pradesh.  
 Tel# 91-9160189613

Dear Alekhya Pappala,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

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**TCS Confidential**  
**TCSL/CT20203298512**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
 Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
 Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
 TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

*P. Alekhya* 1





**OFFER CUM APPOINTMENT LETTER**

Akash Reddy Pasam  
Dr-no:31-125,abhudaya nagar,  
addanki – 523201  
AP  
IN

Dear Akash,

On behalf of **Amazon Internet Services Private Limited**, a company incorporated under the laws of India, having its registered office at Ground Floor, Eros Plaza, Eros Corporate Centre, Nehru Place, New Delhi - 110019, Delhi (hereinafter the "Company" or "Amazon India"), we are very pleased to issue this Offer cum Appointment Letter for the position of **Support Engineer I-Ext Entry at Hyderabad**, India. Your employment with the Company will be subject to your acceptance of this Offer cum Appointment Letter and the terms and conditions set forth hereinbelow. If you wish to accept employment with the Company, please convey your acceptance in the manner provided for by the Company. The offer of employment contained in this Offer cum Appointment Letter will expire if you have not accepted the same on or before **10 business days**.

Upon your acceptance of the offer herein, this Offer cum Appointment Letter shall form the employment contract that is a valid and binding agreement of employment between Amazon India and you, and you shall be bound by the terms and conditions stipulated herein below.

**1. Date of Commencement**

Your employment with Amazon India will commence on **19-Jul-2021**.

**2. Duties**

- 2.1 You will be employed in the position of **Support Engineer I-Ext Entry**. Your manager will advise you about your job responsibilities after your joining with us. You will be expected to do your job to the best of your ability at all times as per the job responsibilities advised by your manager at the time of joining or as amended from time to time, as well as such other tasks as may be required by Amazon India.
- 2.2 You will be required to comply with Amazon India's rules, regulations and policies from time to time in force, including, without limitation, those policies set out in Amazon India's Policies and Procedures, as communicated to you. Amazon India reserves the right to change Amazon India's Policies and Procedures from time to time at its sole discretion and you shall be bound by the same.

1

REGISTERED OFFICE :  
Ground Floor, Eros Plaza, Eros Corporate Centre, Nehru Place, New Delhi - 110019, Delhi  
Tel. : + 91 - 80 - 3342 0300, Fax : +91 - 80 - 3062 5685  
CIN : U72200DL2011FTC127638



153

Strictly Private and Confidential

**Date:03-Aug-2021**

**Sowmika Pasumarty  
C9844282**

**19-611/1Sivalayam StreetChodavaramVisakhapatnam,Andhrapradesh**

**7330763317**

Dear Sowmika Pasumarty,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

Candidate's Signature

Reference Id: ed36f351-b069-4895-80b6-b2ad8d7a0ca5\_1  
Signed By: Mahesh Vasudeo Zurale



Strictly Private and Confidential

Date:23-Jul-2021

Yenkata Anirudh Pillala  
C9804742

Door number 7-10-1/a, Opposite A.U.Outgate Down,baba tower, Flat no. b2, visakhapatnam-530017  
8309536095

Dear Venkata Anirudh Pillala,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd.

("Company or Accenture as the case maybe") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Analyst**

**Management level - 11**

**Job Family Group - Software Engineering**

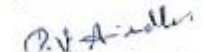


Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA or above, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. you understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture. As well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria, up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, you are not meeting the eligibility criteria / any misrepresentation at your end.

Version 6.1 Mar 2021

1

  
Candidate's Signature

Reference Id: 82300d55-336c-4a7f-bfae-691db04662db\_1  
Signed By: Mahesh Vasudeo Zurale





Strictly Private and Confidential

Date:23-Jul-2021

Venkata Anirudh Pillala  
C9804742

Door number 7-10-1/a, Opposite A.U.Outgate Down,baba tower, Flat no. b2, visakhapatnam-530017  
8309536095

Dear Venkata Anirudh Pillala,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology Center, India as per the below terms and conditions:

Job Profile - Application Development Analyst

Management level 11

Job Family Group - Software Engineering




Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA or above, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. you understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture. As well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria. up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, you are not meeting the eligibility criteria / any misrepresentation at your end.

Version G.1 Mar 2021

1

  
Candidate's Signature



Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

Pre Onboard Learning Modul: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). This program further enhances and further details the training opportunities and terms of training/assessments that were previously mentioned in your Letter of Intent. The training module for the program will be made available to you at least 45 days for your learning to give you a reasonable time to learn at your pace and comfort and prepare for the ensuing assessments

Details of which are reiterated as under:

- Under the program, the learning modules hosted on a technology platform will prepare you to be code ready.
- You will need to go through the Technology Fundamentals assessment bases on the Pre-Onboard online learning program that was provided to you.
- On successful clearance of the program assessment in the first attempt along with the completion of Pre Onboard Learning program content, within 45 days from the receipt of the training link you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt or do not complete your pre-onboard learning, within 45 days from the receipt of the training link you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you to clear the assessment

Your employment with Accenture is subject to your successful completion of the assessment of the program as mentioned above. Should you not clear the same this offer shall become redundant and will be revoked.

Post successful completion of the aforementioned assessment and upon joining the company further training program (s) will be conducted for a specific duration on the specific skill set assigned to you. Periodic tests will be conducted throughout this training program which you are expected to clear. You are required to score minimum 60% marks in each test to clear the Accenture specific training program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts to score the same to clear the assessment. Your employment with Accenture is subject to your successful completion of the Accenture specific training program. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

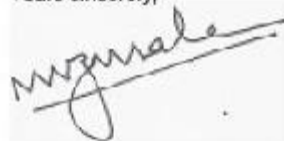
To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this offer letter and Terms of Employment.

After accepting this offer, we encourage you visit Countdown to the Company- (<http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx>). This online, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/suggestion or have any query, feel free to write an e-mail to <http://indiacampus.accenture.com/candidate>.

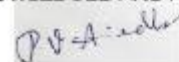
We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,



**Maheesh Vasudeo Zuraie**  
Senior Managing Director  
Lead, Advanced Technology Center, India

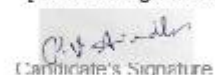
ACKNOWLEDGED AND AGREED:



16/08/2021

**VENKATA ANIRUDH PILLALA**

[Insert full legal name]

  
Candidate's Signature

**ANNEXURE 1****COMPENSATION & BENEFITS**

Annual Total Rewards structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	5,41,500
(B) Local Variable Bonus (LVB) earning potential (at maximum 21%)	1,13,715
Maximum Annual Total earning potential (A+B)	6,55,215
<b>(C) Additional Benefits</b>	
Gratuity as per law# + Insurance Premium (notional value)	24,000
<b>Total Cash Compensation + Total Additional Benefits (A+B+C)</b>	<b>6,79,215</b>

**(A) Annual Fixed Compensation**

• Your annual fixed compensation is INR 5,41,000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

**(B) Local Variable Bonus (LVB)**

• As part of your annual total cash compensation, you will be eligible to participate in the FY21 Local Variable Bonus program (LVB). Your indicative pay-out can range from 0% to 21% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB program guidelines. The LVB will be paid out subject to you being on the roles of the company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

**Note: For International Worker Only\***

• As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.



\* As defined by applicable law from time to time.

**Benefits applicable for current Company financial year:**

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent's in law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.



**From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.**

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

## ANNEXURE II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card
6. Copy of Aadhaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhaar details and seeding Aadhaar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators





Letter of Intent

156

17 December 2020

Pokala Venkata Raviteja  
Anil Neerukonda Institute of Technology and Sciences  
Visakhapatnam

Dear Pokala Venkata Raviteja,

We are pleased to inform you that you have been provisionally short-listed for employment as "Software Engineer Trainee".

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs.3.50 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Prior to joining Hexaware and commencement of your training program, you are required to join the Early Intervention Program (EIP) to be conducted by Hexaware and complete it successfully.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

*Monica Mathur*

Monica Mathur  
Vice President, Recruitment-India & APAC

*Name: Pokala Venkata Raviteja*

*Sign: P. Raviteja*

*Date: 11-01-2021*

HEXAWARE TECHNOLOGIES LTD.

Regd. Office: Bldg No. 152, Milkenium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mahade, Navi Mumbai, 900710, Tel.: +91 22 6791 9595, Fax: +91 22 6791 9503  
(CIN) : L72900MH1992PLCP65662 URL: [www.hexaware.com](http://www.hexaware.com)





**Offer: Computer Consultancy**  
**Ref: TCSSL/CT20182450128/Hyderabad**  
**Date: 21/04/2021**

Mr. Praveen Bandaru  
2-66Ch Gortivanipalem, Parawada,  
Porteco,  
Vishakapatnam-531021,  
Andhra Pradesh.  
Tel# 91-9490787808

Dear Praveen Bandaru,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer of employment.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a role in the **TCS Digital (TCS Digital)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹7,00,022/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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**TCSSL/CT20182450128**

**TATA CONSULTANCY SERVICES**  
**Tata Consultancy Services Limited**

Electronics Park, No.1, Software Park, Layout, Madhapur, Hyderabad-500 081 India  
Tel: +91 40 6697 2000 Fax: +91 40 6697 2222 Website: www.tcs.com  
Registered Office: Naraina Building, 9th Floor, Naraina Pocket, New Delhi-110 028  
TCS Career Services: +91 800 209 1111 Email: careers@tcs.com





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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20182450128/Hyderabad**  
**Date: 31/10/2020**

Mr. Praveen Bandaru  
 2-66Ch Gorrivanipalem, Parawada,  
 Porteco,  
 Vishakapatnam-531021,  
 Andhra Pradesh.  
 Tel# 91-9490787303

Dear Praveen Bandaru,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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**TCSL/CT20182450128**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
 Tel: 91 40 6567 2000 Fax: 91 40 666 7 222 Website: www.tcs.com  
 Registered Office: Nirma Building, 9th Floor, Narayan Point, Gumbhar 400 021  
 TCS Careers Service Line: 1800 101 2121 Email: careers@tcs.com



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**Offer: Computer Consultancy**  
Ref: TCSL/CT20182467561/Hyderabad  
Date: 11/01/2021

Mr. Sai Chaitanya Sahini  
Konark Sahini Residency Flat No:G1New Colony,  
Near Diaamond Park,  
Srikakulam-532001,  
Andhra Pradesh.  
Tel# 91-7386222669

Dear Sai Chaitanya Sahini,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year Annexure-1 provides the break-up of the compensation package.

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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

Registered Office: Nirmal Building, 215 Floor, Nariman Point, Mumbai 400 021

TCS Career Service Line: 1484 200 999 Email: careers@tcs.com

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Strictly Private and Confidential

Date:29-Jun-2021

Sowjanya Sangapu  
C9692393

Dcor no 44-40-7/B2 Mandagirinagar Akkayyapalem  
0085303663

Dear Sowjanya Sangapu,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

*S. Sowjanya*  
candidate's Signature

Reference Id: 77476d79-cb29-4f13-a16d-98d1056cce47\_1  
Signed By: Mahesh Vasudeo Zurale



**BE YOURSELF,  
MAKE A DIFFERENCE.**

**accenture**

Strictly Private and Confidential

Date: 29-Jun-2021

Sowjanya Sangapu  
C9692393

Door no 44-40-7/B2 Nandagirinagar Akkayapalem  
8885505865

Dear Sowjanya Sangapu,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group - Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

*S. Sowjanya*  
candidate's Signature

Reference Id: 77476d79-cb29-4f13-af6d-98df056cce47\_1  
Signed By: Mahesh Vasudev Zurale



You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

**Pre-Onboard Learning Module:** To provide our new joiners with a unique learning experience, Accenture has designed a special online learning module called - Technology Fundamentals Online Learning Program (Hereinafter referred to as "program"). This program further provide details about the training opportunities and terms of training/assessments that were shared with you in your Letter of Intent. To ensure that you have ample time to learn at your own pace, and prepare for the ensuing assessments, you will have complete access to the program for 45 days from the date you receive the training link.

Details of the program and assessment are as below:

- The program is hosted on a virtual platform that you can access from anywhere and it will provide you with all the information and trainings that you need to begin your career at Accenture.
- After going through all the learning modules, you will be required to go through Technology Fundamentals Assessments based on what you have learned in the program.
- On successfully completing the program within 45 days and clearing the program assessments in your first attempt, you will be eligible to receive a learning Incentive of INR 10,000.
- In case you fail to clear the assessments in your first attempt, or do not complete the program within 45 days from the receipt of the training link, you will not be eligible for any learning incentive.
- To clear the assessments, you will need to score a minimum of 60% marks in each assessment test. In case are not able to score the required 60% in your first attempt, you will get two additional attempts where you will need to score a minimum of 65% marks to successfully clear the assessments.
- During each re-attempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you.

Your employment with Accenture is subject to you successfully completing the program assessments mentioned above. In case you are not able to clear the program assessments in three attempts, your offer will stand revoked.

After successful completion of the aforementioned assessments, and after joining the Company, you will need to undergo further training program(s), with specified timeframes, for the specific skill-set assigned to you. Periodic tests will be conducted throughout this training program and you are expected to clear all of them. You will need to score a minimum of 60% marks in each of these tests to clear the Accenture-specific training program. If you are unable to score 60% in your first attempt, you will get two more opportunities to take the test and score the required passing percentage. Your employment with Accenture is subject to you successfully completing the Accenture-specific training program. If you are unable to clear the Accenture-specific training program tests in three attempts, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure (II) along with the signed copy of this offer letter and Terms of Employment.

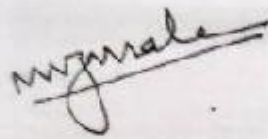


After accepting this offer, we encourage you visit Countdown to the Company (<http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx>). This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history - as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to: <https://indiacampus.accenture.com/cand-date>

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,



Mahesh Vasudeo Zurale  
Senior Managing Director  
Lead, Advanced Technology Center, India

ACKNOWLEDGED AND AGREED:

Sangapu Sowjanya  
S. Sowjanya  
14/07/2021

SANGAPU SOWJANYA  
(Insert full legal name)

**ANNEXURE 1****COMPENSATION & BENEFITS**

Annual Total Cash compensation structure as per the Company guidelines is:

<b>Total Cash Compensation Elements</b>	
	Annual (INR)
(A) Annual Fixed Compensation	383000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32500
Maximum Annual Total earning potential (A+B)	415500
Joining Bonus (Refer to the Section C)	25,000
<b>(D) Additional Benefits</b>	
Gratuity as per law <sup>#</sup>	9500
Insurance Premium/notional value)	
<b>Total Cash Compensation + Total Additional Benefits (A+B+C+D)</b>	<b>450000</b>

**(A) Annual Fixed Compensation**

\* Your annual fixed compensation is INR 383000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

**(B) Local Variable Bonus (LVB)**

\*As part of your annual total cash compensation, you will be eligible to participate in the FY21 Local Variable Bonus programme (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB programme guidelines. The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.



(C) Joining Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus:** of INR 25,000 payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

**Note: For International Worker Only\***

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

\* As defined by applicable law from time to time.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent's in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. Gratuity amount is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

**From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.**

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

**ANNEXURE II**

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Original marksheet of all semester (PG/UG).
3. Original provisional degree certificate or convocation degree certificate.
4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
5. Copy of Degree/PG/Diploma (as applicable) certificates.
6. Passport copy, if available (if not please apply immediately).
7. Pan Card
8. Copy of Aadhaar Card or copy of receipt of Aadhaar enrolment number which we request you to voluntarily provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications.





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Date: April 01, 2021

Dear Shaik Naseer,

Congratulations! We are pleased to make you an offer to join Prolifics Corporation Private Ltd. (herein after referred as "Company" or "Prolifics"). You will be designated as **Trainee Software Engineer** under the cadre of T1 and you are expected to join Prolifics on CR before July 19, 2021.

**Compensation:**

1. **Fixed Compensation:** Your Annual Gross Compensation for the year, which is inclusive of Basic Salary and other Compensation, is **Rs.300,000 per annum.**

Your association and employment will be governed by the various employee related policies and guidelines of the organization.

**Work Location** – You will be based in **Hyderabad or Pune** but the Company may require you to work at any of its locations and its subsidiary locations OR on customer sites, within OR outside India. The corporate HR function work out of **Prolifics Corporation Private Ltd., 14th Floor, Raheja Mindspace Hitech City Madhapur, Hyderabad – 500081, Telangana, India**

**Relocation:** Not Applicable

**Probation:** On joining you will be on probation for a period of 3 months, extendable based on performance at the discretion of the reporting manager.

**Notice Period/Termination during probation period** - Your services in this Company may be terminated by giving you 1 month notice in writing, or by paying you 1 month basic pay in lieu thereof. You would be required to give 1 month notice if you want to resign from the services of the company during your probation period.

**Notice Period/Termination after completion of probation period** - Your services in this Company may be terminated by giving you 3 months' notice in writing, or by paying you 3 months basic pay in lieu thereof. You would be required to give 3 months' notice if you want to resign from the services of the company.





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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20182450404/Hyderabad**  
**Date: 31/10/2020**

Mr. Tangudu Rohitkumar  
Door No. 13-187 Jogipeta Street,  
Narasannapeta,  
Narasannapeta Srikakulam Dist-532421,  
Andhra Pradesh.  
Tel# -

Dear Tangudu Rohitkumar,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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**TCSL/CT20182450404**

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Deccanpark, No.1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 41 5667 2000 Fax: 91 40 5667 2222 Website: www.tcs.com  
Registered Office: Nirmal Park Building, 9th Floor, Nirmal Point, Wiltshire, London W14 0QZ  
TCS Centre, New Delhi-110002, India Email: [care@tcs.com](mailto:care@tcs.com)

2432 / Q8



Offer: Computer Consultancy  
 Ref: TCSL/CT20182450404/Hyderabad  
 Date: 20/04/2021

Mr. Tangudu Rohitkumar  
 Door No. 13-187Jogipeta Street,  
 Narasannapeta,  
 Narasannapeta Srikakulam Dist-532421,  
 Andhra Pradesh.  
 Te# -

Dear Tangudu Rohitkumar,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer of employment.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a role in the **TCS Digital (TCS Digital)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹7,00,022/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

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 Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
 TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

*T. Rohitkumar*





Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check

## **COMPENSATION AND BENEFITS**

### **Basic Salary**

You will be eligible for a basic salary of ₹15,000/- per month.

### **BOUQUET OF BENEFITS (BoB)**

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

### **House Rent Allowance (HRA)**

Your HRA will be ₹7,500/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA

### **Leave Travel Allowance**

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

### **Personal Allowance**

You will be eligible for a monthly personal allowance of ₹17,272/- per month. This component is subject to review and may change as per TCSL's compensation policy.

### **Food Card**

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the

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Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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T. Rohit Jais



components as per your tax plan, once you join TCSL.

### PERFORMANCE PAY

#### **Monthly Performance Pay**

You will receive a monthly performance pay of ₹4,200/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

#### **Quarterly Variable Allowance**

Your variable allowance will be ₹3,200/- per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

### CITY ALLOWANCE

You will be eligible for a City Allowance of ₹400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

### RETENTION INCENTIVE

You are eligible for Retention Incentive of ₹70,000 payable to you on an annual basis. This component is in appreciation of continuity of service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

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### XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xpire Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

### OTHER BENEFITS

#### **Health Insurance Scheme**

TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

#### **1. Basic Cover**

i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

#### **2. Higher Hospitalisation**

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

#### **Maternity Leave**

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

#### **Loans**

You will be eligible for loans, as per TCSL's loan policy.

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### **Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)**

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

### **Professional Memberships**

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

### **RETIRALS**

#### **Provident Fund**

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

#### **Gratuity**

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

### **TERMS AND CONDITIONS**

#### **1. Relevant Experience**

As per the recommendation of our management review panel, out of your total experience, 0.0 years are being considered to be relevant to the business of our organization.

At the time of Induction, your experience from date of management review by TCSL (while in service with current employer) till the date of relieving from your current employment will be added to your total and relevant experience subject to signing of declaration to that effect followed by validation of relevance of your experience during Background Check process.

#### **2. Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your

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final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

### 3. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

### 4. Disclaimer

Candidates who have applied to TCSL and who have not been successful in clearing the TCSL selection process are not eligible to re-apply to TCSL within six months from the date on which the candidate had attended such selection Test and/or interview. In case you are found to have re-applied to TCSL within six months of previous unsuccessful attempt, the management reserves the right to revoke/withdraw the offer/appointment, without prejudice to its other rights.

### 5. Probation Period

You will be on probation for three months. Your confirmation will be communicated to you in writing. TCSL reserves the right to terminate your employment without any notice or payment in lieu thereof in case your performance, behaviour and/or conduct during the probation period is found unsatisfactory.

### 6. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

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#### 7. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

#### 8. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

#### 9. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

#### 10. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

#### 11. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

#### 12. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and

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customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

### 13. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

### 14. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

### 15. Notice Period

In an event if the traineeship is discontinued/terminated no notice or payment in lieu thereof shall be payable by TCSL. Upon Confirmation, during your tenure with TCSL, either you or TCSL can terminate the appointment by giving 90 calendar days' written notice or three months' basic salary in lieu of the notice. If your services, behavior and/or performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

### 16. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

### 17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

### 18. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

### 19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's

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background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

## 20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed Original Documents for verification on your joining day.

- Permanent Account Number (PAN) Card  
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
  - Aadhaar Card
  - Standard X and XI/Diploma mark sheets & Certificate
  - Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
  - Degree certificate and mark sheets for all semesters of your Post Graduation (if you are a Postgraduate)
  - Overseas Citizenship of India (applicable if you are not an Indian Nationality). For SriLankan Refugee, a Refugee Identity card along with Work Permit is required
  - Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
  - Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
  - Passport / Acknowledgement letter of passport application
  - Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
  - 4 passport sized photographs
  - Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
  - An affidavit/notarized undertaking (Non-Criminal Affidavit), should be made on the format provided by TCSL) stating :
    - \*There is no criminal offence registered/pending against you
    - \*There is no disciplinary case pending against you in the university
  - If you were employed, a formal Relieving letter & Experience letter from your previous employer
- The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below

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documents

- \*PAN Card (Permanent Account Number)
- \*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- \*Passport
- \*NSR E-Card

#### 21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

#### 22. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

#### 23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

#### 24. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

#### 25. Data Privacy Clause:

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(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

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**Withdrawal of Offer**

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL. We look forward to having you in our global team

Yours Sincerely,

**For TATA Consultancy Services Limited**

**Girish V. Nandimath**  
**Global Head Talent Acquisition & AIP**



Click here or use a QR code scanner from your mobile to validate the offer letter

- Encl. Annexure 1: Benefits and Gross Salary
- Annexure 2: List of TCS Xplore Centres
- Annexure 3: Confidentiality and IP Terms

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## GROSS SALARY SHEET

Annexure 1

Name	Tangudu Rohitkumar
Designation	Systems Engineer
Institute Name	Anil Neerukonda Institute Of Technology & Sciences

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	15,000	1,80,000
Equival. Of Benefits #	26,522	3,18,264
<b>2) Performance Pay</b>		
Monthly Performance Pay	4,200	50,400
Quarterly Variable Allowance*	3,200	38,400
<b>3) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,800	21,600
Gratuity	721	8,658
Total of Annual Components & Retirals	2,522	38,158
Retention Incentive	NA	70,000
<b>4) City Allowance</b>		
	400	4,800
<b>TOTAL GROSS</b>	<b>51,844</b>	<b>7,00,022</b>
<b>Xplore/ Learning Incentive****</b>		Up to 50,000

# Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

\*\*\* For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

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Component Category	Monthly	Annual
House Rent Allowance	7,500	90,000
Leave Travel Assistance	1,250	15,000
Food Card	500	6,000
Personal Allowance	17,272	2,07,264
<b>GROSS BOUQUET OF BENEFITS</b>	<b>26,522</b>	<b>3,18,264</b>

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## Annexure 2

<b>Ahmedabad</b> TCS XP HR Lead Tata Consultancy Services, Garima Park, IT/ITES SEZ, Plot: # 41, Gandhinagar - 382007	<b>Bangalore</b> TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100, Karnataka
<b>BUBANESHWAR</b> TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabadi, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBADI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ), PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	<b>Chennai</b> TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumeran Nagar, Old Mahabalipuram Rd, TNHE, Sholinganallar, Chennai, Tamil Nadu 600119
<b>DELHI – Gurgaon</b> TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	<b>DELHI – Noida</b> TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45, Ground, 1st to 5th Floor & 10th floor, Galaxy Business Park, Block - C & D, Sector - 62, Noida - 201 300, UP
<b>Guwahati</b> TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House, G.S. Road, Dispur, Guwahati 781006, Assam	<b>Hyderabad</b> TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad
<b>INDORE</b> TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshahi & Bada Bagarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	<b>KOLKATA</b> TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12, New Town, Rajarhat, Kolkata - 700150, West Bengal OR Auditorium, 2nd Floor, Wanderers Building, Delta Park - Lords
<b>KOCHI</b> TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark, Kakkanad, Kerala 682042	<b>MUMBAI</b> TCS XP HR Lead Tata Consultancy Services, Yantra Park, Peldharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400609
<b>NAGPUR</b> TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Ser, Nagpur, Tehara, Maharashtra 441108.	<b>PUNE</b> TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057, Maharashtra
<b>Trivandrum</b> TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark Campus, Kariyattom P.O. Trivandrum - 695581, India	

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## Annexure 3

## Confidentiality and IP Terms and Conditions

## Confidentiality and IP Terms and Conditions - Annexure 3:

## 1. Confidential Information

"Confidential Information" shall mean all inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software.

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefor 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.

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T. Rohit



## 2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

## 3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 200 3111 Email: careers@tcs.com

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#### 4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

#### 5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

#### 6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

#### 7. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

#### 8. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

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### 9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

### 10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

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### TATA CONSULTANCY SERVICES

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T. Chitambar





(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203505207/Hyderabad**  
**Date: 11/01/2021**

Ms. Lakshmi Sai Sravani Vedaraju  
Door No: 4-156, Flat No: 201, Rama Kumari Residency Near Water Tank, Kottevari Street,  
Ramavarappadu,  
Vijayawada-521108,  
Andhra Pradesh.  
Tel# 91-9490681500

Dear Lakshmi Sai Sravani Vedaraju,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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TCSL/CT20203505207

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Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
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TCS Careers Service Line: 1800 200 7111 Email: careers@tcs.com



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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203505207/Hyderabad**  
**Date: 11/01/2021**

Ms. Lakshmi Sai Sravani Vedaraju  
 Door No: 4-156, Flat No: 201, Rama Kumari Residency Near Water Tank, Kottevari Street,  
 Ramavarappadu,  
 Vijayawada-521108,  
 Andhra Pradesh.  
 Tel# 91-9490681500

Dear Lakshmi Sai Sravani Vedaraju,

**Sub: Letter of Offer**

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Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deloitte Park, No.1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
 Tel: 91 40 6667 7000 Fax: 91 40 6667 2222 Website: www.tcs.com  
 Bangalore Office: Nirmaal Building, 9th Floor, Nariman Point, Mumbai 400 021  
 TCS Careers ServiceLine: 1800 209 3113 Email: careers@tcs.com





03-Sep-2021

**Bhavya Lakshmi Amara**  
 9-251/1, KAPU STREET, SRUNGAVARAPU KOTA  
 VIZIANAGARAM, Andhra Pradesh 535145

Dear Bhavya Lakshmi,

Congratulations on your offer to join Cisco.

At Cisco, our commitment is to drive the most trusted customer experience in the industry, through our innovation, choice, and extraordinary people. We have a unique opportunity to build a better, more equitable, and inclusive future for everyone.

Day to day, we make a meaningful difference for our people, our customers, and the world around us. We support each other and work together to create shared success that will benefit everyone. As we bring our talents and ideas together, we hope you will join us as we work to empower an inclusive future for all.

We're offering you a position as a **Software Engineer, Grade Level 004 in 123 - Cisco Systems (India) Private Limited**. You'll report to me, **Pandi Pitchai** ([ppitchai@cisco.com](mailto:ppitchai@cisco.com)) and you'll start in our **Bangalore, India** office.

#### When you'll start ?

We're planning for you to start on **15-Sep-2021** (Start Date). If this date won't work for you, please email me (**Pandi Pitchai** [ppitchai@cisco.com](mailto:ppitchai@cisco.com)) with the date you prefer and we can discuss options. You just need to make sure it is at least two weeks after we receive all your signed documents.

#### What Happens Next ?

Please let us know your response to this offer by **06-Sep-2021** by either accepting this offer or contacting your recruiter or me to discuss.

If you accept the offer, you'll get access to our hiring portal, "My Documents Space" where you'll find more about what you need to get started on your Cisco career journey.

Get in touch if you have any questions. Reach out to me personally, or your recruiter, who is also a great source of information. It's been a pleasure getting to know you, **Bhavya Lakshmi**. I look forward to having you on our team!

Welcome to Cisco!

**Pandi Pitchai** ([ppitchai@cisco.com](mailto:ppitchai@cisco.com))  
 Leader, Engineering



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Cisco Systems (India) Private Limited  
 SEZ Unit, Cessna Business Park,  
 Kadubensanahalli Village  
 Varthur Hobli Sarjapur Marathalli Outer Ring Road  
 Bangalore, Karnataka 560103  
 CIN: U31905KAL955PTC019505  
 India

Dear Bhavya Lakshmi,

The terms of your employment are set out in the attached offer letter. Details of your remuneration and discretionary benefits are also included below. In brief, these include:

Start Date	15-Sep-2021
Candidate Name	Bhavya Lakshmi Amara
Manager Name	Pandi Pitchai jppitchai@cisco.com
Grade	004
Designation	Software Engineer

Compensation Details	INR INH per Annum
(A). Basic Salary	INR 500,000.00
(B). Flexible Compensation Plan	INR 500,000.00
(C). Total Fixed Salary (A+B)	INR 1,000,000.00
(D). Discretionary Bonus/Sales Commission at 100% achievement (Variable Component; Current Target)	INR 70,000.00
(E). PF (Employer's Contribution)	INR 60,000.00
(F). Estimated Total on Target Compensation at Current Targets (C+D+E)	INR 1,130,000.00

- Insurance benefits, additional leave entitlements and other discretionary benefits.

Your projected start date is 15-Sep-2021. If you prefer a different start date, please respond back to this email with your requested start date.

To accept the terms of your offer, follow the process set out in clause 21 of the attached offer letter. If you do not do so within seven days from the date of this letter, the offer will lapse. Please also note that the terms of this letter and the attached offer letter are confidential.

Welcome to the Cisco family! We wish you a long and fruitful career with the Company.

Yours faithfully,  
 123 - Cisco Systems (India) Private Limited

Priyanka Bhagat  
 MANAGER RECRUITING, TALENT ACQUISITION

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Bhavya Lakshmi Amara  
 9-261/1, KAPU STREET, SRUNGAVARAPU KOTA  
 VIZIANAGARAM, Andhra Pradesh 535145

Dear Bhavya Lakshmi:

On behalf of 123 - Cisco Systems (India) Private Limited ("Company"), I am pleased to offer you the position of Software Engineer (System Title: Software Engineer) on the terms set out herein.

### 1. COMMENCEMENT OF EMPLOYMENT

- a. Subject to you obtaining the necessary employment or visa approvals, if any, from the relevant government authorities for your employment with the Company, your employment will commence on **15-Sep-2021**.
- b. Your employment is intended to be for an indefinite term, subject to:
  - the Company's satisfaction, in its sole discretion, with the results of a background and reference check and verification of your salary and employment history;
  - your successful completion of an initial six (6) month probationary period. During the probation period you will be eligible for benefits in accordance with relevant Company policies; and
  - termination pursuant to the terms of this agreement and the requirements of applicable law

Any past service rendered by you with any affiliate or group entity of the Company shall not be considered by the company for the purpose of determining your eligibility for any local statutory benefits such as gratuity including other retrials or otherwise during your employment with 123 - Cisco Systems (India) Private Limited ("Company").

### 2. TERMS AND SCOPE OF EMPLOYMENT

- a. You will be employed in the position of **Software Engineer**, grade level **004**.
- b. Your place of posting will be in **IND-BANGALORE, KARNATAKA, INDIA**. You are liable to be transferred to any place of business of the Company as existing/operating presently or acquired or set up later in any part of India or abroad at any time. You are also liable to be deputized to any work or assigned the works of any Associate/Sister Concerns, Subsidiaries or any other Companies/Concerns/Organizations/Firms with whom the Company may make such arrangement or agreement. Due to the global COVID-19 crisis, Cisco globally is limiting its employees presence in its offices. Hence your place of work could be either your assigned primary work location ( Cisco office) or home office based on your permanent address. Once the Company determines that it is appropriate, having regard to its operational needs, to have its employees return to its office, your place of work will transition to the primary work location .The Company will give you as much notice as practical on the date of your transition.  
 If you do not relocate from working from the remote location to your primary work location within 90 days after being requested to do so by Cisco, then Cisco reserves the right to terminate your employment.
- c. You agree, as a condition of your employment and prior to the date of your commencement, that you will execute the Company's "Proprietary Information and Inventions Agreement".
- d. You agree that during your employment with the Company, you will comply with the Company's policies and procedures in place from time to time including Cisco's Code of Business Conduct. These policies and procedures form part of your contract of employment [and the Company may adopt, vary or rescind these policies from time to time in its absolute discretion and without any limitation (implied or otherwise) on its ability to do so]. The COBC explains our Company's ethical values and culture, and the current version can be found at:  
<https://investor.cisco.com/investor-relations/governance/code-of-conduct/default.aspx>
- e. Please read the document concerning "Conflicts of Interest" carefully as it highlights certain conflict of interest policies under the Cisco Code of Business Conduct that you will be expected to comply with while employed by Cisco. If, after reviewing this document, you believe your employment with Cisco will create a conflict of interest of the types described in that document, immediately contact Akshatha S Swamy [jaksswamy@cisco.com](mailto:jaksswamy@cisco.com), or Satish Kumar V [jsatishve@cisco.com](mailto:jsatishve@cisco.com).

### 3. DUTIES

- a. You agree that, during your employment with the Company you must:
  - i. perform to the best of your abilities and knowledge the duties assigned to you by the Company from time to time, whether during or outside Business Hours and at such places as the Company requires;
  - ii. serve the Company faithfully and diligently to the best of your ability;
  - iii. use all reasonable efforts to promote the interests of the Company;
  - iv. act in the Company's best interests;
  - v. comply with the Company's policies and procedures in place from time to time;
  - vi. comply with all law applicable to your position and the duties assigned to you; and
  - vii. report to the person or persons nominated by the Company from time to time.
- b. Without limiting your duties to the Company, you must not:
  - i. act in conflict with the Company's best interests; or
  - ii. compete with the Company, Cisco Commerce Private Limited or any of their respective subsidiaries and affiliates (together, the "Cisco Group").

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c. You agree that, the Company may assign you additional tasks or to a new manager; modify or remove your assigned duties; or change the place of your employment without additional compensation to you, in accordance with the Company's needs.

#### 4. SALARY

Your fixed salary of INR 1,000,000.00 will be split equally (i.e. 50%:50%) into two components:

- a. basic salary which is fully taxable and may not be changed; and
- b. flexible compensation: This component is flexible and you may structure it by allocating it among the following, which apply in accordance with Company policy and relevant laws as established and amended from time to time:
  - i. house rent allowance (HRA): This allowance is exempt from tax to the extent permitted by income tax laws and is based on the actual rental amount paid.
  - ii. leave travel allowance (LTA): This is an allowance of up to INR 1,00,000 per annum, which is subject to applicable income tax laws;
  - iii. food coupons: These are exempt from tax up to a maximum of INR 13,200 per annum; and
  - iv. flexible allowance: this is the residual balance (if any) after allocating your Flexible Compensation amongst the above. This amount is taxable.

Your basic salary will be paid according to local payroll practices, subject to any tax or other deduction provided or permitted by law in force from time to time such as the employee's share of provident fund contributions, as well as such other sums as may be agreed with you from time to time. Your fixed salary may be reviewed from time to time in accordance with Company policy but will not necessarily be increased and is paid in satisfaction of all services rendered by you under this agreement, including overtime, to the extent permitted by law.

You are encouraged to independently verify the tax implications on your salary. The taxable and non-taxable components of your salary may vary based upon the prevailing law as amended from time to time.

#### 5. PROVIDENT FUND CONTRIBUTIONS AND GRATUITY

The Company shall make contributions of 12% of basic salary towards the provident fund. Gratuity will be paid in accordance with prevailing statutory requirements and your tenure of employment on India payroll.

For the employee holding foreign passport (International Worker), the Company shall make contributions of 12% of basic plus flexible allowance towards the provident fund.

#### 6. DISCRETIONARY BENEFITS

In addition to your salary, the Company may, at its absolute discretion, provide you with other benefits. Unlike your salary, the Company may cease providing these benefits, or change the basis on which it provides them, from time to time at its absolute discretion. Such benefits include, without limitation, the benefits set out in the remainder of this paragraph.

The Company's offer to you also includes a gross sign on bonus of INR 525,000.00. This sign on bonus will be paid to you in 3 installments (less tax and other authorized deductions). The first installment of INR 175,000.00 will be paid on successful completion of 12 months of your employment, 2nd installment of INR 175,000.00 will be paid on successful completion of 24 months of your employment and the balance amount of INR 175,000.00 will be paid as 3rd installment upon successful completion of 36 months of your employment. This sign-on bonus will not be paid if, on the date of payment, either party has given the other notice of termination of your employment; or you are no longer employed by the Company.

You may be eligible to participate in any bonus scheme applicable to your position that the Company has in place from time to time. You acknowledge any bonus shall be at the absolute discretion of the Company, and you agree that as a condition of participating in any such scheme that you will not make, and do not have, any legal claim to expect or be entitled to a bonus, even if such payment was made repeatedly and without any explicit acknowledgment on each occasion as to its voluntary and/or discretionary nature.

You may be entitled to participate in the Company's benefits plans as operated from time to time, at such times as you qualify for them or, as the case may be, as you are selected, at the Company's absolute discretion, for participation in them. These include insurance benefits, additional leave entitlements such as maternity leave, marriage leave and bereavement leave, and other benefits.

#### 7. VACATION ENTITLEMENT AND PAID HOLIDAYS

- a. You will be entitled to privilege leave in accordance with the Company's leave policy in place from time to time, subject to applicable law.
- b. You are entitled to public holidays in accordance with the laws of the state in which you work.
- c. Privilege leave and public holidays will be paid as actual workdays.
- d. Upon termination of your employment for any reason whatsoever, any outstanding accrued vacation shall be paid to you.

#### 8. HOURS OF WORK

You are expected to work during the Company's normal business hours. The normal working days will be five days a week. However, you may be required to work in excess of the Business Hours or outside normal working days as necessary to perform your duties and responsibilities. The salary payable to you hereunder is adequate compensation in case you are required to work for any additional hours and you shall not be entitled to any additional payment in this regard.



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**9. BUSINESS TRAVEL**

Your duties may require you to engage in travel on behalf of the Company including travel outside India. As a consequence, you must work any additional hours as required. The salary payable to you hereunder is adequate compensation in case you are required to travel and work for any additional hours while traveling and you shall not be entitled to any additional payment in this regard.

**10. EXPENSES**

Authorized Company expenses will be reimbursed to you in accordance with Company policy in place from time to time, upon your presentation of documentary evidence of each expense acceptable to the Company.

**11. DISABILITY AND SICK LEAVE**

- a. You will be entitled to paid sick leave in accordance with the Company's policy in place from time to time, subject to applicable law. You will not be entitled to any payment in respect of such leave on termination of your employment.
- b. You are required to notify the Company immediately of every absence from work and its probable duration. Upon request by the Company, you must promptly provide the Company with reasons for the absence.
- c. If you are unable to attend work due to illness or injury, you are required upon request or as set out in the Company's policy to provide a medical certificate from a registered medical practitioner confirming the illness or injury and stating its probable duration. In the case of any illness exceeding the stated probable duration, you will provide a further medical certificate from a registered medical practitioner within three (3) days after the expiry of the previous medical certificate.
- d. The Company may require that you undergo a thorough medical examination by a doctor approved by the Company, at the expense of the Company, for any absence from work due to an illness or injury. The Company will be provided with the results of the examination and you agree to complete any additional authorization necessary to enable the results of the examination to be shared with the Company.

**12. TERMINATION OF EMPLOYMENT RELATIONSHIP**

a. Notwithstanding anything herein contained, your employment may be terminated immediately by the Company at any time without notice or payment in lieu thereof or any compensation whatsoever, if, among other things:

- i. you disobey a lawful direction of the Company;
  - ii. you are guilty of any other serious misconduct;
  - iii. you commit any serious or persistent breach or non-observance of the terms, conditions or stipulations contained in this agreement, or are guilty of any negligence or misconduct in connection with or affecting the business or affairs of the Company;
  - iv. you breach your obligations under the paragraph headed NO CONFLICT OF INTEREST or any other material provision of the agreement set out in this letter, including under the paragraph headed TERMS AND SCOPE OF EMPLOYMENT;
  - v. you commit an act or acts in breach of the "Proprietary Information and Inventions Agreement" that you are required to sign in connection with your employment with the Company or "The Cisco Code of Business Conduct" as each may exist from time to time;
  - vi. you engage in conduct that could bring you or the Company into disrepute;
- b. During the probationary period, your employment may be terminated at any time:
- i. by you giving to the Company 15 days' written notice; or by paying an amount equal to 15 days' fixed salary; or
  - ii. by the Company giving you 15 days' written notice or by paying you an amount equal to 15 days' fixed salary, less any applicable or required tax or other deduction, unless otherwise restricted by any state specific legislation.

c. After the successful completion of the probationary period, your employment may be terminated at any time:

- i. by you giving to the Company 60 days' written notice; or by paying an amount equal to 60 days' fixed salary; or
  - ii. by the Company giving you 60 days' written notice or by paying you an amount equal to 60 days' fixed salary, less any applicable or required tax or other deduction, unless otherwise restricted by any state specific legislation.
- d. You acknowledge and agree that such notice (or payment in lieu thereof) is reasonable notice of termination and no other notice requirements express or implied shall apply.
- e. Upon the effective notice of termination of your employment by either party, the Company shall have the right to relieve you from the performance of any and all duties of the position upon the continued payment of your salary and compensation, as then in effect for the duration of the notice period. During such notice period, you may be required to not attend for work, at the Company's absolute discretion. However, you must not take up any alternate employment until the expiration of such notice period.
- f. The termination of your employment howsoever arising shall not affect such of the terms hereof as are expressed to operate or have effect thereafter and shall be without prejudice to any right of action already accrued to the Company in respect of any breach or default by you.
- g. If your employment is terminated for any reason:

- i. the Company may off-set amounts you owe the Company against any amounts the Company owes you at the date of termination except for amounts the Company is by law not entitled to set-off;
- ii. you must return all the Company's property (including property leased by the Company) to the Company on termination including all written or machine readable material, software, computers, credit cards, mobiles, laptops, keys and vehicles;

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- iii. your obligations contained within the "Proprietary Information and Inventions Agreement" that you are required to sign in connection with your employment, continue after the termination of your employment and
  - iv. you must not record or retain any confidential information in any form after termination.
- h. Additionally, your employment may also be terminated immediately by the Company at any time without notice or payment in lieu thereof or any compensation whatsoever if:
- i. you fail to provide the required documents related to completion of your education. The company has provided you temporary relief, in light of the covid19 situation, to submit your documents within 10 days of it being issued by your institution.
  - ii. you fail to succeed / pass in your examination thus leading to incompleteness of your degree.
  - iii. you fail to appear for your degree examination.

### 13. NO CONFLICT OF INTEREST

#### a. You warrant that:

- i. you have not entered into any other agreement or arrangement which may be in conflict with the terms and conditions of your employment with the Company, or which would preclude you from fully performing your job responsibilities for the Company; and
  - ii. your performance of your duties for the Company does not and will not breach any obligation you have to keep in confidence: proprietary information; knowledge or data acquired by you in confidence or in trust prior to your employment by the Company; and you will not disclose to the Company or induce the Company to use any confidential or proprietary information or material belonging to any previous employers or others.
- b. During your employment with the Company, you agree not to become associated as an owner, employee, agent, consultant, officer or partner or in any other capacity with any business which furnishes services or products similar to those of any member of the Cisco Group or which in any way otherwise competes with any member of the Cisco Group. While you are employed by the Company, you also agree not to become a director of any company or business, without the Company's prior written consent.

### 14. APPLICABLE LAW

This agreement is to be governed and construed by the laws of India.

### 15. NO WAIVER

The failure by the Company at any time to insist on performance of any provision of the agreement set out in this letter is not a waiver of its right at any later time to insist on performance of that or any other provision of the agreement set out in this letter.

### 16. REFERENCE OR BACKGROUND CHECKS

This offer of employment and any consequent employment relationship is contingent upon satisfactory reference and/or background checks as well as verification of your employment and salary history. Any false information provided by you or at your request may result in immediate termination of your employment with no compensation to you.

### 17. SEVERABILITY

The Company and you mutually agree that the provisions of this agreement are severable, and if any one provision is found to be invalid or unenforceable in whole or in part, the remainder of the agreement will remain valid and enforceable. The Company and you further agree that the court may modify any provision to make it valid and enforceable.

### 18. SUCCESSORS AND ASSIGNS

The Company will have the right to transfer and assign this agreement and all covenants and agreements herein will inure to the benefit of and be enforceable by such successors and assigns. This agreement is personal to you and you will not be entitled to transfer or assign it in whole or in part.

### 19. VARIATION

Any variation to this agreement must be in writing and agreed by both parties. The exercise of any right or discretion by the Company under the agreement set out in this letter or in connection with your employment is in its absolute discretion and is not subject to any implied restrictions (including any implied term of mutual trust and confidence).

### 20. MISCELLANEOUS

Headings are for ease of reference only and do not affect the meaning of the agreement set out in this letter. Unless expressly indicated otherwise, references to monetary amounts are references to an amount expressed in the currency of India.

### 21. TIME FOR ACCEPTANCE OF OFFER

By accepting this offer, you acknowledge and agree that this offer letter and the terms and conditions set forth in them accurately describe the employment relationship that you are willing to enter into with the Company and you agree that the terms and conditions of the employment are fair and reasonable. To accept the terms of this offer, you must do the following on or before the acceptance deadline of seven days following the date of this letter:

- a. Sign the offer using DocuSign; and


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I acknowledge that you have received, reviewed and signed the Proprietary Information and Inventions Agreement and returned the completed, signed copy to as per instructions from Satish Kumar V [satishve@cisco.com], or such other person nominated by Satish Kumar V [satishve@cisco.com].

If you do not do these things by 06-Sep-2021 signifying your acceptance of the offer, the offer will lapse.

Welcome to the Cisco India family! We wish you a long and fruitful career with the Company.

Yours sincerely,



\_\_\_\_\_  
Priyanka Bhagat

MANAGER RECRUITING, TALENT ACQUISITION

**Acceptance**

I, **Bhavya Lakshmi Amara**, accept this offer on the terms mentioned above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

For Official Use Only:  
123 - Cisco Systems (India) Private Limited  
Software Engineer  
004

DocuSign Envelope ID: 2B7A5439-AB1D-4A69-B907-08E0-42F8C1F

**Domestic Relocation Benefits**Name: **Bhavya Lakshmi**Date: **15-Sep-2021**Dear **Bhavya Lakshmi**,

You are entitled to relocation assistance under the Company's domestic relocation policy (**Policy**), a copy of which is enclosed. You are entitled to the "Domestic Standard" level of assistance (as set out in the **Policy**) and summarised below are the details of the relocation package being provided to help support your transition from **ANDHRA PRADESH** to **IND-BANGALORE**. All benefits under the **Policy** are subject to the terms of the **Policy** from time to time and are "Discretionary Benefits" (as defined in your offer letter).

You will be reimbursed expenses towards the following items subject to limits specified below. However, in light of the recent Covid situation, the below expense reimbursements will be made only on actual relocation. The Company will give you as much notice as practical of the date of your transition. You will have to change from remote location working, to your primary work location within 90 days after being requested to do so by Cisco. Please ensure that reimbursements are submitted in the tool and within timelines as specified in the Domestic Relocation policy.

Particulars	Eligibility
Travel Fare Reimbursement	Economy class airfare or II AC train fare from your current location to the place of joining Cisco Systems by the shortest possible route will be reimbursed on actual expenses incurred for you and maximum at the time of joining the company.  Original boarding passes are needed for reimbursement claims.
Movement of Household Goods	Reimbursement of expenses incurred towards shipment of household goods up to a maximum of INR 45,000 or actuals, whichever ever is less, subject to you submitting original receipts of the same.
Temporary Living Related Expenses	The company shall provide temporary accommodation and related expenses only for your stay only for a maximum period of 15 days.  Limits for Related Expenses: <ul style="list-style-type: none"> <li>o Food INR 500 per day per person</li> <li>o Laundry on submission of receipt/ or along with the hotel bills INR 400 per person/ per day</li> <li>o Co. Provided Transport from company provided accommodation to campus and back as applicable.</li> </ul>
Airport Transfers	Reimbursement of Airport Transfers in both current & new location subject to actual bill

**Note:**

All reimbursements are subject to submission of original bills and receipts.

All reimbursements to be claimed through the company tool and within timelines as specified in the **Policy**.

Any additional expenses borne by you will not be eligible for reimbursement.

The Company will also pay you a relocation allowance of **INR 83,333.00** equivalent to **30 days'** fixed salary. This allowance is subject to deduction of tax, as applicable.

If in case you do not relocate by the date as requested by the company, the company reserves the right to take appropriate action as deemed necessary. You will also agree to repay the full amount that has been paid to you in advance as "relocation allowance" in such situation as well as in case of you voluntarily terminating.

Please refer to the **Policy** for additional details or contact: GBS Employee Experience: HR Support

For 123 - Cisco Systems (India) Private Limited



\_\_\_\_\_  
Priyanka Bhagat

MANAGER RECRUITING, TALENT ACQUISITION

**Relocation Payback Agreement**

Date: 15-Sep-2021

Name: **Bhavya Lakshmi Amara**



DocuSign Envelope ID: 2B7A5439-AB1D-4A69-B907-D8E0-42F8C1F

I understand and agree that 123 - Cisco Systems (India) Private Limited ("Cisco") may, in its sole discretion, require that I provide additional acceptable documentation of some or all of my relocation expenses before reimbursing me for those expenses.

I further understand and agree that Cisco's obligation to make any relocation payment(s) and reimbursement is contingent upon my continued employment with the Company. If I voluntarily terminate my employment within the first year of my relocation, or my employment is terminated for "cause" (as defined below) by the Company, I agree to pay back on pro rata basis all relocation payments and reimbursements advanced to me or paid on my behalf by Cisco. The pro-rata amount will be determined by multiplying the total payments and reimbursements.

If, I have not relocated to my work location as per notice from Cisco OR have not relocated at all within one year, I agree to pay back full amount of all relocation payments and reimbursements advanced to me or paid on my behalf by Cisco.

In the event of involuntary termination without cause or termination due to my acceptance of a voluntary retirement or redundancy scheme offered by the Company, I am not required to repay any amount to Cisco. "Cause" means any of the following reasons:

- (i) my continued material failure to perform my duties to Cisco (other than due to disability) after there has been delivered to me a written demand for performance which describes the specific material deficiencies in my performance and the specific manner in which my performance must be improved, all in accordance with the Cisco performance management plan, and which provides thirty (30) business days from the date of notice, or the amount of time specified in any applicable Cisco performance management plan, whichever is greater, to remedy such performance deficiencies;
- (ii) my engaging in an act of willful misconduct that has had or will have a material adverse effect on Cisco's reputation or business;
- (iii) my being convicted of a crime punishable by imprisonment;
- (iv) my committing an act of fraud against, or willful misappropriation of property belonging to, Cisco;
- (v) my material breach of the Cisco Code of Business Conduct, Conflict of Interest Agreement or Proprietary Information and Inventions Agreement;
- (vi) any other circumstance, or conduct, behaviour or omission by me, which entitles Cisco to terminate my employment immediately without notice or payment in lieu, including without limitation those set out in subclause (a) under the heading of TERMINATION OF EMPLOYMENT RELATIONS: IIP in my offer letter.

I authorize Cisco, to the extent permitted by law, to deduct from any payments due to me on termination any amount owed to Cisco, as determined above. I further agree to re-affirm this authorization in writing in the event that my employment is terminated during my first year of employment, either voluntarily or involuntarily for cause. I agree to pay the remaining balance in full to Cisco within thirty (30) days of my termination date.



Priyanka Bhagat

MANAGER RECRUITING, TALENT ACQUISITION

Rhavya Lakshmi Amara  
Employee Name & Signature

Date:

1/19/2021

Anil Nserukonde Institute of Technology & Sciences Mail - Fwd: Amazon Internship Opportunity 2021 - Joining Details



Aditya Sunder Raja (IT) <adityasundera.it@anits.edu.in>

**Fwd: Amazon Internship Opportunity 2021 - Joining Details**

117126611162 PASAM AKASH REDDY <pasam.17.it@anits.edu.in>  
To: Aditya Sunder Raja (IT) <adityasundera.it@anits.edu.in>

Regarding the joining dates of internship CSA/OTS sir

----- Forwarded message -----  
From: Studentprograms-apac <studentprograms-apac@amazon.com>  
Date: Tuesday, January 19, 2021  
Subject: Amazon Internship Opportunity 2021 - Joining Details  
To: "pasam.17.it@anits.edu.in" <pasam.17.it@anits.edu.in>

Hi Pasam Akash Reddy,

Greetings from Amazon!!

Reference ID: 129017

We know that you likely have many questions related to Amazon's plans for interns in light of COVID-19. Rest assured, the health of Amazon's employees, including those who will be starting with us soon, is our top priority. We are continuing to monitor the latest guidance from the CDC, WHO, as well as local, state, and federal governments, related to COVID-19. We are extending Amazon's guidance globally, except for mainland China, Hong Kong and Taiwan till further communication.

All corporate office interns who work in a role that can be done from home are recommended to do so until further notice.

Below are the details for your joining and the work location will be applicable based on COVID-19 developments and guidance.

Start Date	Mar-01-2021
End Date	Jun-25-2021
Type of Internship	Corporate (Virtual until further update)
Work Location	Hyderabad
Work Location building	IND11
Work Location Building address	Amazon Development Centre India Pvt Financial District, Naxos, Hyderabad, Hydr

In case you have any background screening related queries please reach out [India-igo-support@amazon.com](mailto:India-igo-support@amazon.com). You will receive your offer documents to the email id shared with Amazon. In the period of ambiguity, we urge you to be available on your updated mobile number and check your email.

If you have any doubts please feel free to drop an email to [studentprograms-apac@amazon.com](mailto:studentprograms-apac@amazon.com).

Thanks & Regards,  
Student Programs Team  
Email: [studentprograms-apac@amazon.com](mailto:studentprograms-apac@amazon.com)

1/18/2021 Aril Neerukonda Institute of Technology & Sciences Mail - FW: HackWithInfy 2020: You Have Won A PPI For Power Programmer Role



Aditya Sandar Raja ( IT ) <sdityasundar.it@anits.edu.in>

**FW: HackWithInfy 2020: You Have Won A PPI For Power Programmer Role**

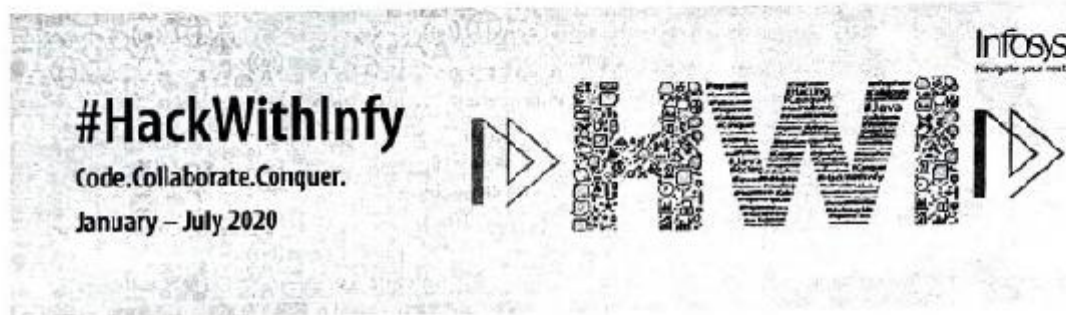
2 messages

KANDURI SAI SANGAMESWARA AADITHYA <kanduri.17.it@anits.edu.in>  
To: Aditya Sandar Raja ( IT ) <sdityasundar.it@anits.edu.in>

Fri, Jul 3, 2020 at 11:27 PM

Sent from Mail for Windows 10

From: hackwithinfy@infosys.com  
Sent: Friday, July 3, 2020 7:33 PM  
To: kanduri.17.it@anits.edu.in  
Subject: HackWithInfy 2020: You Have Won A PPI For Power Programmer Role



Dear Participant,

Hope you and your loved ones are doing well.

**Congratulations!** Your performance in Round 2 of #HackWithInfy 2020 has earned you a pre-placement interview opportunity for Power Programmer role at Infosys.

Evaluation for Round 2 has been completed. We regret to inform you that you did not make it to the final round of the competition. To know the evaluation criteria, please check the Terms and Conditions of #HackWithInfy 2020.

However, you are among the top scorers in Round 2. Your exceptional performance in the challenges conducted so far proves that you have the potential to join Infosys family as a Power Programmer.

Power Programmers are programming 'polygbits' who are experts across multiple technologies and play the role of a full stack developer in complex engineering projects at Infosys. This is a niche entry-level technical role that requires a constant focus on helping our clients navigate to the next in their digital transformation journey. We believe you have the skills required to be a Power Programmer and hope that you will make the most of this opportunity.

You will soon receive the interview details (date, time, and platform) on the same email ID in the coming days.

In case of any query please write to us at HackWithInfy@infosys.com or get in touch with us through the placement office of your college/institute/university. Please note, #HackWithInfy related mails to any other Infosys email address will not be responded to.





?

05-08-2021

Asmitha Padhi  
Phone number - +91 9302432399  
Email - asmithapadhi@gmail.com

Dear Asmitha,

Further to our discussions, the following is a summary of terms and conditions applicable to your association with Whitehat Education Technology Private Limited ("Company"). Once you accept this offer, the terms will be crystallized in the form of an employment agreement.

**1. Position:** You will be employed in a full-time position, as "Executive - User Engagement" for India - ND. Your Primary duties will include, not limited to:

- You will be responsible for and additionally for

By signing this offer, you confirm that you are under no contractual or other legal obligations that would prohibit you from performing your duties.

**2. Date of joining:** Your date of joining the employment will be not later than 10-08-2021, after which date we shall have the unilateral right to terminate this offer.

**3. Compensation:** You will receive a fixed yearly compensation of INR/- (Indian Rupees Only) on a cost-to-company basis, subject to applicable taxes and all statutory deductions ("Compensation"). The fixed component of the Compensation will be paid on a monthly basis beginning your appointment. The company reserves the right to allocate any shift or transfer you to a different shift schedule, based on exigency. You will be eligible to receive your first monthly compensation only if you serve the company for minimum 10 days from the date of joining. Failing so, the company will not be liable to pay any compensation to you.

**4. Confidential Information:** You hereby represent and warrant that, at all times, you will maintain confidentiality with respect to all and any information relating to the Company ("Confidential Information"). You will not, either directly or indirectly, make any disclosure of Confidential Information to any third party, or make any use of Confidential Information, for your own benefit or the benefit of any third party, without the Company's prior written consent. You shall maintain proper and secure custody of the Confidential Information to which you may be privy and shall use your best endeavors to prevent the use or disclosure of the Confidential Information by or to third parties.

Post the acceptance of the offer letter, the Company reserves the right to share with you certain information in respect of the Company's product and services as well as its operations which are non-public and proprietary in nature. You are hereby obligated to protect the confidentiality of such information at all times regardless of your joining the employment of the Company.

**5. Exclusivity:** You will not enter into any employment or discussions with any potential employers for a period of 30 (thirty days) after the date hereof.

This employment offer shall be subject to you agreeing upon the following terms and conditions, jointly and independently binding upon you totally.

**A. At Will:** Being applauded and accepted by you at your own will and has explained about the working methodology in the epidemic/pandemic and force majeure.

**B. Infrastructure:** It is declared and accepted by you about having requisite infrastructure to perform your duties from any location other than the work place. Infrastructure means laptop/desktop with required configurations, updated RAM, working dongle for data connectivity, video and audio features.

**C. You have agreed upon to perform as per the existing or change of any performance targets/ KRAs/KSAs during COVID 19 situation and or otherwise and failing which the said employment will come to an end without honorarium or implications, liabilities and accountability of any Government notification for pandemic/epidemic and force majeure in nature existing or may come in future.**

**D. Any litigation, grievances and disputes with regards to this will be treated null and void, which you declare at your wish and will.**

#### WHITEHAT EDUCATION TECHNOLOGY PRIVATE LIMITED

Registered Office Address: 02B-139, Wing-A, 2nd Floor, WeWork Chromium, Near L&T Flyover, Milind Nagar, JVLR, Mumbai-400072, Maharashtra, India. email: info@whitehatjr.com CIN: U74999MH2018PTC315390





**Offer: Computer Consultancy**  
**Ref: TCSL/DT20195180618/Hyderabad**  
**Date: 13/09/2019**

**Ms. Pushpa Priyanka Kosuru**  
**Flat No:001, Door No. 58-15-12, Vijaya Lakshmi Appartments Shanti Nagar,**  
**Nad Kotha Road,**  
**Vizag-530009,**  
**Andhra Pradesh.**  
**Tel# -9963762979**

Dear Pushpa Priyanka Kosuru,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,875/- per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

**TCS Confidential**  
**TCSL/DT20195180618**

**TATA CONSULTANCY SERVICES**  
**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
 Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
 Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
 TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

*Ms. Pushpa Priyanka Kosuru*  
 11/8/21



Offer Letter

Name: Nived raj R  
Date: Tuesday, July 6, 2021

Dear Mr. Nived raj R,

With reference to your application and subsequent discussions you had with us, we are pleased to offer you an appointment with Think and Learn Private Limited ("Company"), on the following terms and conditions:

**1. Date of Joining & Work Location:** Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than Tuesday, July 13, 2021. Your work location would be Vizag / Bangalore or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

**2. Term:** The term of this Agreement would be for a period of 1.5 months (approximately), commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier as per the provisions of Clause 12 of this Agreement.

**3. Extension of Agreement:** In case of a business requirement, this agreement may be extended by another 2 weeks (over above the 1.5 months) as mentioned in Clause 2. You shall be intimated by suitable means, as the Company deems fit. The decision of the Company, in this matter shall be final.

**4. Background Check:** The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre-employment screening activities (including background verification and criminal history check).

**5. Offer of Permanent Position:** It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to the satisfactory performance during training and also subject to production of necessary documents including educational and professional certificates and may be rescinded in the event such necessary documents are not provided to the Company. Upon satisfying the above conditions, conversion to the role of BDA will be done with a compensation of 10LPA (7LPA fixed + 3LPA variable) for the role of BDA - Direct Sales. However, the Company may at its sole discretion and its business requirements may decide not to extend an offer of employment. Moreover, if the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to terminate your employment even after the permanent position has been offered.

**6. Department, Designation & Reporting Manager:**

Department:	Business Development (51C00000)
Designation:	Business Development Trainee - Sales
Reporting Manager:	Shaik Heera Jaan Basha (TNI201808051)
Role Location:	Vizag / Bangalore
Sales Circle Location:	Vasahapetham
BDT Training Location:	Byjus - Bangalore

The training will be conducted out of BDT Training Location. Upon successful completion of the training and post your conversion, you will be posted in the Role Location.



Letter of Intent

17 December 2020

**Padmanabhuni Harshitha**  
Anil Neerukonda Institute of Technology and Sciences  
Visakhapatnam

Dear Padmanabhuni Harshitha,

We are pleased to inform you that you have been provisionally short-listed for employment as "Software Engineer Trainee".

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs.3.50 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Sruseri, Chennai for your development as a Maverick. Prior to joining Hexaware and commencement of your training program, you are required to join the Early Intervention Program (EIP) to be conducted by Hexavarsity and complete it successfully.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,  
For **HEXWARE TECHNOLOGIES LIMITED**

*Monica Mathur*

**Monica Mathur**  
Vice President, Recruitment-India & APAC



**HEXWARE TECHNOLOGIES LTD.**

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mahape,  
Navi Mumbai, 400710, Tel.: +91 22 6791 8995, Fax: +91 22 6791 9500  
(CIN) : L72900MH1952PLC069662 URL: [www.hexaware.com](http://www.hexaware.com)





Date:07-Jan-2021

To

Bendalam Vinay Kumar  
INDIA

Dear Bendalam Vinay Kumar,

**Sub: Offer of Training and Employment**

1. This has reference to the selection process for employment opportunity at Mindtree.
2. We take pleasure in informing you that you have been selected for appointment in Mindtree as an **ENGINEER** in the salary grade C1 subject to the following terms and conditions.

2.1. a) You should have completed/ complete the Degree which you pursued/ are now pursuing, without any backlog (subjects where you have not obtained the passing marks) at the time of joining

b) Secure 60% aggregate in the degree. Aggregate is calculated as follows:

$$\text{Aggregate} = \frac{\text{(Total of marks obtained in all the subjects from the first to last semester)}}{\text{(Total of maximum marks in all the subjects from first to last semester)}}$$

$$\text{Aggregate \%} = \text{Aggregate} * 100$$

c) Provide a copy of the degree certificate or provisional degree certificate along with mark sheets of all semesters on your day of joining.

2.2. Mindtree has training centers in Bangalore, Hyderabad, Chennai, Pune, Noida and Kolkata. Based on the preference expressed by you during the selection process, you shall initially undergo training at Mindtree training center in Hyderabad (Orchard Learning Programme), which helps you to transition to the corporate world of technology solutions. The details of the programme and the specific address of the training location in Hyderabad will be provided separately closer towards the joining date. Mindtree reserves the right to change the training campus location based on business needs prior to or during your training period.

BENDALAM VINAY KUMAR  
BENDALAM VINAY KUMAR (JAN 7, 2021 12:22 GMT+5:30)

Mindtree Ltd  
RVCE Post, Mysore Road  
Bangalore 560 050  
T : +91 80 5706 4000  
F : +91 80 5706 4100  
W : www.mindtree.com

Candidate No: TN/20025890/22





**Mindtree**

A Larsen & Toubro Group Company

2.3. Your onboarding date would be shared with you based on your participation and achieving required milestones as per the pre-orchard learning program calendar which will be shared by you upon acceptance of this offer

2.4. The period of Orchard Learning Programme is for 90 days and on successful completion of the programme, you shall be deployed at a location as per the business requirement of Mindtree. However, the exact duration and nature (either virtual or in-person) of the training program may vary based on the track and specific requirements. Exact duration and nature of the training shall be communicated upon joining and allocation into a technology track.

2.5. The other terms and conditions of your appointment at Mindtree is in Annexure - A. Besides, you will be governed by the rules, regulations and policies of Mindtree which will be in force from time to time.

2.6. You shall arrange to produce the following documents at the time of reporting for training or such other time prior to your date of joining, as may be required by Mindtree, for the purpose of completing the joining formalities:

- a) 10th, 12th and graduation (all semesters) mark sheets originals,
- b) Degree completion/provisional certificate original;
- c) Pan card original;
- d) Aadhaar card original; and
- e) Voter ID / Driving license original.

Mindtree reserves the right to ask for and verify additional document/s over and above the aforementioned list for your onboarding purpose and you undertake to provide the same to Mindtree.

If the above terms and conditions are acceptable, you may confirm your acceptance by digitally signing this offer within 5 days from the date of receipt of this mail and offer document.

If you have any questions or need any clarification, please do not hesitate to contact us at [campus.offers@mindtree.com](mailto:campus.offers@mindtree.com)

We wish you a long and successful career with Mindtree.

We look forward to working with you soon.

Thank you,  
For Mindtree Limited

**Rosalee M Kombial**  
Vice President-People Function

BEUDALAM VIJAY KUMAR  
BEUDALAM VIJAY KUMAR (REG # 202310022 GM1173)

Mindtree Ltd I +91 80 5706 4000  
EVCE Post, Mysore Road F +91 80 5706 4100  
Bangalore 560 059 W www.mindtree.com

Candidate No: 1N/30025893/22

**Enclosed: Annexure to your offer of employment****Acceptance of the Offer**

I, **Ashok Reddy Sanampudi**, agree to accept the employment on the terms and conditions mentioned in this Offer of Employment and the annexure.

Your Signature	 BENDALAM VINAY KUMAR (Jan 5, 2021 10:12 GMT+5.30)
Your Name in Capital letters	BENDALAM VINAY KUMAR ASHOK REDDY SANAMPUDI

**Annexure 1**

Compensation stack during the Orchard Learning Program (from the date of joining till the date of confirmation)

<b>Name</b>	<b>: BENDALAM VINAY KUMAR</b>
<b>Salary Grade</b>	<b>: C1</b>
<b>Designation</b>	<b>: ENGINEER</b>
<b>Stipend</b>	<b>: INR 26,000 per month.</b>

Payment will be after deduction of below amount from the monthly stipend:

- Premium for Insurance during your learning program will be **INR 550 per month.**
- Applicable taxes like Professional tax and Income tax, prevailing at the time of pay out.

You will be covered for Insurance benefits as prevailing at the time of joining and the coverage for **2022 - 2023** is as follows

- Group Medical Coverage (GMC) for you and your family. The standard coverage under GMC is INR 500,000 per annum per family. Family means your spouse and children (up to 2 children). Parents/Parents-in-law or siblings or any other relationships are not covered
- Group Term Life (GTL) coverage for you and is up to INR 2,000,000.
- Group Personal Accident (GPA) coverage for you and is up to INR 1,500,000.

More details will be provided at the time of joining.


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**Annexure 2**
**Compensation stack effective from date of confirmation**
**Name** : ~~BEUDALAM VINAY KUMAR~~ **BEUDALAM VINAY KUMAR**
**Salary Grade** : C1

**Designation** : ENGINEER

Detailed break up of your CTC components is given below (all figures are in INR and per annum)

COMPONENTS	AMOUNT (In INR/annum)
Basic	180,000
HRA	89,916
Provident Fund	21,600
Gratuity	8,640
Insurance Benefits*	6,600
Allowance in Lieu of Reimbursement	45,252
<b>Annual Gross</b>	<b>351,008</b>
Bonus / Variable Compensation**	48,000
<b>Annual Cost to Company</b>	<b>400,008</b>

\* The Insurance coverage provided to you at the time of joining will continue on your confirmation, as per the prevailing insurance policies at the time of your confirmation. The premium for standard coverage is part of your CTC.

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Additionally, you will be provided with the following options for enhancing your coverage under GMC.

- You will be given an option to increase the coverage from INR 500,000. Top up options with additional / higher insurance coverage are available as per policy.
- If you opt for this, the additional premium for the increased coverage will be deducted from your salary on a pro-rated basis.
- You will be given an option to cover your Parents or Parents-in-law. If you opt for this, the additional premium for the parental coverage will be deducted from your salary.

More details on these options will be provided to you at the time of your confirmation.

\*\*The bonus component per annum is 12% of CTC. The payout will be governed by the Bonus plan applicable for the respective year. More details of the plan will be available on joining. The actual amount payable is inclusive of bonus, if any, as per the Bonus Act, 1965 and amendments thereto.

The structure of CTC shown above is indicative and by the time of your confirmation, there could be changes in the structure arising out of changes in the Income tax rules or Insurance or organization wide compensation philosophy changes. However, the CTC amount will be protected i.e., will remain the same.

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**Annexure - 3****Terms and conditions of the Offer of Training and Employment**

1. All employees of Mindtree are referred to as Mindtree Minds. Mindtree Minds who join us from campuses are referred to as Campus Minds of the particular batch of joining for convenience and identification.

2. The term, "the Company" refers to Mindtree Limited.

3. This letter contains broad terms and conditions of service governing this appointment which are subject to change from time to time and shall have to be read along with the rules, regulations and policies of the Company.

4. You are also bound by the terms relating to Non - Disclosure, Intellectual Property Assignment, Non-Solicitation, Confidentiality, Non-Compete agreement annexed hereto at Annexure 3, and Mindtree Code of Conduct. You are requested to go through the documents carefully and understand the terms thereof before sending your acceptance.

5. You are requested to contact the People Function team (HR team at Mindtree) for any clarifications on policies/rules/regulations, which are applicable to you. Salary details are personal to you and you are expected to keep them confidential. We expect you to keep the salary details confidential at all times.

**6. Orchard Learning Program**

6.1 On joining, you will be part of our Orchard Learning Program. The Orchard Learning Program will consist of new age methods that enable you with real world problem solving capabilities.

6.2 Orchard Learning Program spans for about 90 calendar days. However, the duration could be shortened or extended based on the business requirements and an individual's readiness for working on projects as determined by Mindtree.

6.3 The Orchard Learning Program is intensive and fast paced, requiring your focus and hard work, to learn effectively and demonstrate capabilities expected by Mindtree. You are required to ensure your 100% availability and undivided attention during the tenure of the program.

6.4 You will be continuously assessed and given feedback by experts throughout the learning program. You will be provided opportunities to demonstrate the acquired capabilities on skills such as communication, design, programming, problem solving, presentation and professionalism on engineering, business and social projects. You must clear a set of mandatory capabilities, as the qualifying criteria, for successful completion of Orchard Learning Program. The details of qualifying criteria will be communicated to you upon your joining.

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Your continued employment with Mindtree is subject to your meeting the qualifying criteria during and at the end of the Orchard Learning Program. If you meet the qualifying criteria for successful completion of the Orchard Learning Program, your employment with Mindtree will be confirmed through a written intimation shall be sent to you. If you do not meet the qualifying criteria, you will be asked to leave the services with no further assurances, risk or liability of Mindtree. Unless otherwise confirmed in writing, you will be deemed to be under the Orchard Learning Program.

## 7. Confirmation of employment

7.1 Upon confirmation, your designation will be "ENGINEER" and in the salary grade of C1 will continue. The date of confirmation is reckoned as the start date of service for all practical purposes, including statutory requirements. Date of confirmation is the start date used for provident fund, gratuity, tenure calculation for performance management cycle, increments, progression, vacation or leaves as per general policy, loans and other benefits etc.

7.2 All confirmations will be aligned to the 16<sup>th</sup> of the same month or 1<sup>st</sup> day of the succeeding month post successful completion of the Orchard Learning Program. For e.g. if you successfully complete the Orchard Learning Program any day between 1<sup>st</sup> to 15<sup>th</sup> during the month of September 2020, the date of confirmation will be 16<sup>th</sup> Sept, 2020 or if you successfully complete the Orchard Learning Program any day between 16 to 30 of September 2020, the date of confirmation will be 01 Oct 2020.

7.3 The duration between the successful completion of the Orchard Learning Program and the date of confirmation is considered as part of the Orchard Learning Program

7.4 On confirmation, your work location will be decided based on the business requirements. You are expected to report at your work location as advised.

7.5 Your joining may be revoked or your confirmation will be withheld, if any of the required joining formalities, for e.g., submission of all marks cards, degree certificates, etc., are not complied with.

7.6 Determination of adequacy and authenticity of the proofs submitted will be at the sole discretion of the Company.

## 8. Background check & references

We would be conducting a background and reference check prior to or after your expected date of joining to validate your identity and the address provided by you and to conduct any criminal checks.

Your employment with us and your continuation in service is contingent upon (i) our obtaining a satisfactory report on the background check conducted by our approved agency relating to details provided in your application etc. and (ii) your eligibility to work for the Company such as no non-compete restrictions.

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## 10. Vacation and leave

10.1 No leaves are allowed during the Orchard Learning Program except the statutory holidays and other Mindtree official holidays applicable to the Orchard Learning Program candidates in general.

10.2 Any absence during the Orchard Learning Program due to any grave personal emergency will be dealt on a case to case basis and will be considered as loss of pay and deducted from your stipend on pro-rata basis. Recovery of the amount towards loss of pay during the Orchard Learning Program may happen either during the Orchard Learning Program itself or the first month of confirmation or final settlement on cessation of employment, as the case may be.

10.3 On confirmation, you will be eligible for leaves as per the general leave policy as in force in the Company from time to time.

## 11. Termination of employment

### 11.1 During Orchard Learning Program

#### a) Termination for cause

Your employment with Mindtree will be terminated without any notice or stipend or compensation in lieu of notice in the below circumstances which you agree are reasonable and acceptable:

- Failing to meet the qualification criteria during the Orchard Learning Program assessment;
- Unauthorized absence during the Orchard Learning Program
- Non-compliance to Mindtree integrity policy and other disciplinary expectations

Examples of acts which cause termination on disciplinary grounds are employing unfair means during assessments, submitting fake bills for any reimbursements, submitting fake medical certificates, submitting fake documents, misuse of access cards, not being available in office without prior intimations and for unreasonable durations, not clearing background verification checks, misuse of Company assets, violation of Company policies & Code of Conduct, indulging in acts of sexual harassment, persistent irregularity in attending the learning sessions without valid reasons, being absent for assessments without prior permission, becoming insolvent, absconding etc. This list is only indicative and not comprehensive.

If Mindtree terminates your employment, for reasons other than your performance (meeting the qualifying criteria during and at the end of the Orchard Learning Program) and disciplinary grounds, you will be terminated from employment with immediate effect and return Mindtree assets immediately.

#### b) Termination for convenience

If you wish to terminate your employment during the Orchard Learning Program, you will be required to notify your resignation in writing. On acceptance of your resignation, you will be intimated about your relieving date and you are expected to comply with all separation procedures and return of the Mindtree assets, within two working days.

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## 11.2. After confirmation

### a) Termination for cause

Mindtree may terminate your employment, with immediate effect, without any notice or salary or compensation in lieu of notice, on disciplinary grounds, which may include any act of integrity violations. Examples of acts which cause termination on disciplinary grounds are employing unfair means during assessments, submitting fake bills for any reimbursements, submitting fake medical certificates, submitting fake documents, misuse of access cards, not being available in office without prior intimations and for unreasonable durations, not clearing background verification checks, misuse of Company assets, violation of Company policies & Code of Conduct, indulging in acts of sexual harassment, persistent irregularity in attending the office without valid reasons, becoming insolvent, absconding etc. This list is only indicative and not comprehensive. In event of termination due to such reasons, you agree that notice requirements shall not apply. In case of your unauthorized absence, without intimation or permission or prior sanction of leave, or being absent beyond the period of leave originally granted or subsequently extended, for a period of 10 working days or more, it shall be considered that you are no longer interested in continuing employment with the Company, in such a case, it shall be deemed that you have abandoned your services. In such an event, the management shall terminate your services without any notice or salary or compensation in lieu of notice.

### b) Termination for convenience

1. If you wish to terminate your employment, you will be required to give an advance notice of three (3) months, in writing to the company. If at your request, Mindtree agrees to relieve you before serving the full notice period, you will be liable to pay to Mindtree, the salary for the balance notice period along with other amount payable by you to Mindtree. Both Mindtree and you agree that this amount is fair and legally enforceable in the event of any default from your side. Mindtree, at its sole discretion, may provide waiver on the notice period. If there is any failure to comply with the separation procedures within a reasonable time frame, then it will be handled as Termination on disciplinary grounds. If Mindtree terminates your employment, for reasons other than disciplinary grounds, you will be given an advance notice of three months, in writing.

2. If Mindtree decides to relieve you before the completion of the notice period, the salary for the balance notice period would be paid to you after adjusting the amounts payable by you to Mindtree.

3. Salary for the purpose of notice period means the two components of Basic & Flexible Expenditure Plan (FEP), in your compensation at the time of termination of your employment.

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11.3 Common guidelines to be complied with, on termination for any reason, and at any time of your employment:

- a) On termination of your employment for any reason, you shall comply Mindtree's separation procedures, sign all required documents and return all Mindtree assets with you. Mindtree will not be bound to pay the final dues, if any, till you have completed all the separation procedures and returned all the payments that Mindtree may have due from you under any loans, liens, or borrowings you may have made.
- b) If there is any failure to comply with the separation procedures within a reasonable time frame, then it may be handled as termination on disciplinary grounds based on assessment of the circumstances.
- c) Mindtree, at its sole discretion, may extend the time frame of notice period for compliance.

## 12. Nature of employment

12.1 The offer of appointment has been made on the basis that the declaration made by you during the selection process and subsequently at the time of joining are complete and correct. If it is found that you have concealed any information which have material bearing on your employment or you have made any wrong declaration, your employment may be termination without any notice, salary or payment in lieu of notice. The Company reserves right to have your background check either directly or through an outside agency and by accepting the terms of appointment, your consent for the same is deemed to have been given.

12.2 The employment at Mindtree is exclusive and you shall devote your full time for discharging the roles and responsibilities entrusted to you. You shall not take up any employment part-time or full time for consideration or on honorary basis without the prior written consent of Mindtree either during Orchard Learning Program or after your confirmation.

## 13. Other Agreements

You may be required to sign necessary agreements with Mindtree and its clients as required and complete various formalities as per those agreements at the time of joining and during the tenure with the Company. You may also be required to sign other agreements with the Company, as the Company may decide from time to time, in order to secure the interests of the Company and also to ensure your performance and adherence to all terms, conditions, rules and regulations of the Company.

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#### 14. Transfer

14.1 You could be transferred to any of other offices/branches/subsidiaries/affiliates, either domestic or abroad, should the need arise. You will abide by the Company's rules, regulations and policies, as may be in effect from time to time with respect to your function, grade or location where you work in.

14.2 On confirmation of your employment through the successful completion of the Orchard Learning Program, relocation from a Mindtree training center in Hyderabad to the work location as determined by Mindtree, will be as per the existing relocation policy for Campus Minds.

#### 15. Retirement and retirement benefits

15.1 Subject to your confirmation after the completion of training at Mindtree training center in Hyderabad, your service in the Company is valid till the date of retirement (last day of the month of your sixtieth birthday). For this purpose the date of birth as declared in the application form for selection, will be treated as final.

15.2 Retirement benefits, i.e. Provident Fund and Gratuity, are effective from the date of confirmation.

15.3 Compliance will be as per the prevailing statutory requirements at any point of your employment with Mindtree.

#### 16. Intellectual property

If you conceive any new or advanced methods of improving process/formulae/systems in relation to the operation of the Company or an intellectual property in course of your training or work, such developments will be fully communicated to the Company and the Company will have the full ownership sole right/property of the same. You hereby assign all intellectual property rights and moral rights to Mindtree.

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#### 17. Mindtree's Code of Conduct and Policies

17.1 Mindtree has a 'Code of Conduct' that is applicable for all Mindtree Minds undergoing training. The Code of Conduct also applies to your tenure with Mindtree after the completion of the training at Mindtree and your employment at Mindtree while at Mindtree location or at a Mindtree customer location.

17.2 You will be requested to sign your acceptance and adhere to these terms upon joining.

17.3 Any subsequent updates of the Policies and Code of Conduct shall automatically apply to your employment with Mindtree. You are required to keep yourself updated at all times of these Policies and Code of Conduct.

#### 18. Tax implication

You are solely responsible for declarations and implications arising thereof for all personal income tax purposes.

#### 19. Reimbursement of travel expense for joining Mindtree

Expenses incurred by you for joining Mindtree will be borne by you and will not be reimbursed by Mindtree.

#### 20. Personal Safety and conduct

You understand that during your training and employment with Mindtree, you shall be responsible for your conduct and personal safety. You shall indemnify Mindtree, its directors and employees from any claims, legal or financial arising out of your own actions or omissions or indulging in activities that endanger your personal safety and release Mindtree of all liabilities to you or your family arising from your acts or omissions.

End of Annexure 3

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## Code of Conduct

### Summary:

Mindtree Minds are expected to follow a professional code of conduct and work ethics. The intent of this document is to lay the ground rules for professional and disciplined behavior in the office premises and/or at client locations. Mindtree cannot anticipate all situations that may arise during your employment. When in doubt about an appropriate course of conduct, please contact your supervisor or a People Function representative.

Your employment with Mindtree is subject to your acceptance of this Code of Conduct Procedure. All Mindtree Minds are required to read, understand and sign the Code of Conduct procedures when they are hired.

### Objective:

To define guidelines on the professional code of conduct and work ethics in the office premises and/or at client locations.

### Eligibility/Applicability:

All Mindtree Minds, Mindtree's clients, vendors, partners etc.

### Code of Conduct :

The policy details various scenarios under which Code of Conduct is monitored.

#### 1) Personal Interest v/s Mindtree's interest

In day-to-day work scenarios, you could face situations where a possible course of action would advance your personal interests at the expense of the company. In such situations, you are expected to put the best interests of the company first. When in doubt, please check with People Function and/or your Manager.

#### 2) Use of proprietary or confidential information of third party

You should not disclose to Mindtree, bring onto Mindtree's premises or induce Mindtree to use any confidential information that belongs to anyone other than Mindtree or yourself. You are instructed neither to make use of any confidential or proprietary information of a third party in the course of performing your job duties or services, nor include or incorporate any such information with or into any product or work that you create, design, or develop for or on behalf of Mindtree in the course of performing your duties or services unless you have the prior written consent of Mindtree. Reference to 'Mindtree' above includes Mindtree's clients, vendors and partners as well.

#### 3) Office for Profit

Without the consent of Mindtree, you are prohibited from initiating or accepting any work as an Employee, consultant, adviser or as a member of board of directors of any other company. If you wish to seek approval for such outside work, please contact your People Function representative.

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#### 4) Vendor relationship

In your capacity as a Mindtree Mind or Consultant, neither you in the capacity of employee nor any of your immediate family members can be a vendor of Mindtree. You shall not accept advice, service, or gifts or presents in kind or cash from a vendor of Mindtree with a value greater than \$25. If you receive any gifts from a vendor with a value greater than \$25, or if a vendor engages in a pattern of offering you small gifts, please inform your reporting manager or ask People Function for guidance.

#### 5) Using Mindtree's time and assets

You should not use Mindtree's or its customers' time or any of its assets for performing outside or personal work. In addition, you should not abet, entice, motivate, help, or coerce fellow employees to use such time and assets for outside or personal work that could reasonably be construed to have a detrimental effect on Mindtree.

#### 6) Personal Relationship

Your spouse or any other member in your immediate family may be working with a competitor or vendor of Mindtree. This calls for extra sensitivity to confidentiality of Mindtree's information as there is a possibility that the closeness in relationship could lead to inadvertently compromising Mindtree's interest. You are requested to be aware of the potential conflicts that might arise and inform the People Function accordingly.

If you are a member of an Enabling function such as People Function, Finance, IS etc you cannot have an immediate family member employed in another function/role in Mindtree, unless it has been explicitly approved by the head of People Function.

#### 7) Equal Opportunity

Mindtree is an equal opportunity employer and makes employment decisions on the basis of merit. The Company seeks to have the best available individual(s) in every position. Mindtree prohibits unlawful discrimination based on race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by federal, state or local laws.

Mindtree is committed to complying with all applicable laws providing equal opportunities to individuals regardless of race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by law. This responsibility applies to all persons involved in the operations of Mindtree and prohibits unlawful discrimination by any Mindtree Mind, including supervisors and coworkers.

Mindtree prohibits taking negative action against any Mindtree Mind for reporting a possible deviation from this policy or for cooperating in an investigation. Any Mindtree Mind who retaliates against another Mindtree Mind for reporting a possible deviation from this policy or for cooperating in an investigation will be subject to disciplinary action, up to and including termination of employment.

#### 8) Dating/Romantic/Sexual Relationships

Mindtree recognizes that sometimes employees enter into personal relationships in the workplace, and this provision is not intended to prohibit such relationships. However, certain romantic or sexual relationships can interfere with the smooth operation of its business. Some of these relationships can also result in actual or potential disclosure of confidential or sensitive information and can have other detrimental effects. Mindtree reserves the right to determine when a relationship presents a problem in the workplace.

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Without limiting its discretion to address problematic relationships or situations, Mindtree offers the following guidelines:

During working time and in working areas, employees must keep personal exchanges limited so that others are not distracted or offended, and so that productivity is maintained. During nonworking time, such as lunches, breaks and before and after work periods, employees may have appropriate personal conversations in non-work areas as long as their conversations and behaviors could not be perceived as offensive or uncomfortable to a reasonable person. Employees are strictly prohibited from engaging in conduct that would be deemed inappropriate by a reasonable person while on company premises, regardless of whether they are working at the time.

Mindtree generally considers employee off-duty conduct as private, as long as the conduct does not create problems within the workplace. Exceptions to this principle, however, involve 1) romantic or sexual relationships between supervisors and subordinates (regardless of the reporting structure) or 2) romantic or sexual relationships between any employee in the People Function or Finance departments and any other employee. Both employees involved in a relationship in either of these categories must immediately disclose to Mindtree the existence of a romantic or sexual relationship. Such required disclosure must be made in writing to People Function. People Function will provide an appropriate form upon request. Failure to make this disclosure may result in disciplinary action up to and including termination of employment. This disclosure will enable Mindtree to determine whether, given the relative positions of the individuals involved, action should be taken.

If Mindtree determines that action must be taken, it may ask one or both of the employees to transfer to another position, location, or project. If a transfer proposed by Mindtree is refused, or if Mindtree determines that the situation cannot be adequately addressed by transfer (or if Mindtree determines that transfer otherwise would not be in the best interests of Mindtree), Mindtree may terminate the employment of one or both employees. Mindtree has the sole discretion to determine whether a problem exists and how to address it. Accordingly, Mindtree is not limited to transfer and discipline/termination as its only options.

#### 9) Personal Behavior

Mindtree expects all Mindtree Minds to be honest and fair in dealing with people, customers, vendors, competitors or others because you are the brand ambassador of Mindtree and your actions help to form others' impressions about Mindtree.

#### 10) Breach of Discipline

As discussed above, Mindtree expects all Mindtree Minds to behave in a professional manner. Listed below are categories of inappropriate conduct that may lead to disciplinary action, up to and including termination of employment from Mindtree (This list is just illustrative and not exhaustive)

"Theft, fraud, forgery, embezzlement, misappropriation; dishonesty, harassment, indecent behavior, sexual advances, suggestive remarks, racial slurs, derogatory remarks/discrimination on - disability, veteran status, national origin, sexual orientation, race, color, religion, political affiliation, sex, or age. The list also includes forwarding/ viewing pornographic material at work or on work computers or other devices, willful insubordination, disobedience, absence without leave, habitually irregular attendance, neglect of work, willful damage of company property, disclosing/divulging trade secrets/confidential information/special processes/methodologies, unfair dealing with parties, false representation/misrepresentation, false recording/reporting of information, drunkenness, riotous behavior, commission of certain criminal offense(s), aiding or abetting any act listed herein, willful breach of law/rule / policy / guideline/procedure, working under the influence of alcohol or illegal drugs, creating/encouraging an offensive work environment, etc."

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In the event Mindtree receives information suggesting that you may have engaged in any of the conduct described above, People Function personnel may require you to undergo necessary tests/assessments/inquiry as appropriate. You will be expected to cooperate in any investigation People Function or Mindtree management conducts or directs. Mindtree reserves the right to test Mindtree Minds for drug and alcohol use for cause or when a client requires testing.

## II) Usage of Assets

As a Mindtree Mind, you will come in contact with the below mentioned assets as part of your job. You shall not disclose or divulge any of these assets without permission. You also shall not give false information, misinterpret or misquote any of these assets.

Information which can safely be construed as intellectual property or as copyrightable material includes the following -

- o Product of ideas and hard work
- o Confidential data
- o Any business/functional plan
- o Personal information
- o Design
- o Processes and know-how
- o Any internal databases
- o Patents /application
- o Copyrighted material
- o Methodologies, Services etc.

You will also ensure that company confidential information is not used for -

- o Benefiting a third party,
- o Having reciprocal dealings for personal benefits,
- o Acquiring pirated, illegal unlicensed software,
- o Receiving or giving extensive gifts/presents,
- o Following any practices that lead to monopolies or restrict trade,
- o Causing any violation of legal or statutory requirements, etc.

Please understand that unintentional disclosure of proprietary information can be just as harmful as intentional disclosure. Hence you are directed not to disclose Mindtree's confidential information to anyone (including fellow employees, if you are unsure of whether to divulge or not) unless otherwise required or permitted by law or directed by Mindtree management.

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### 12) Workplace Etiquettes

Workplace etiquette and housekeeping of personal space is a discipline. You must keep your desk space area clean at all times and should put away any papers, books, files, stationery, etc. when you close work for the day. You must ensure that you maintain minimum noise levels at all times so as not to disturb others. Please be conscious of Mindtree's Green council policy while using company / customer provided resources like printers, stationery, etc.

All Mindtree facilities/ campuses are designated as non-smoking zones. If you wish to smoke at work, please make use of designated smoking areas only.

It is imperative to safeguard the assets (computers, telephones, LCD, etc.) of the company from dishonest, illegal or willfully negligent acts. It is a serious violation to remove any assets from the company or use for personal benefit.

### 13) Information Disclosure

As a Mindtree Mind, you are expected to maintain the confidentiality of Mindtree's trade secrets and private or confidential information. Trade secrets may include information regarding the development of systems, processes, products, know-how and technology. If in doubt about whether a document or other information should be considered confidential, please contact your supervisor or People Function representative.

Mindtree Minds should not speak to the media on Mindtree's behalf without contacting company spokesperson/public relations personnel. All media inquiries should be directed to them.

You must be aware that Mindtree subscribes to the provisions and guidelines of security controls as defined under ISO 27001 in the current form and with any subsequent changes. In Mindtree, you are expected to adhere to the defined compliance under the security policy. Any breach of information security controls may result in disciplinary action up to and including termination of employment.

### 14) Information privacy

For privacy related rights please refer to the Data Privacy Policy available in People hub and <https://www.mindtree.com>.

### Agreed and Accepted

Signature :   
BENDALAM VINAY KUMAR (M 922 032 4176 4)

Name : BENDALAM VINAY KUMAR

Date : Jan 9, 2021

---

Mindtree Ltd., Global Village	T +91 83 6736 4300
RVCE Post, Mysore Road	F +91 836736 4133
Bangalore 560 059, India	W <a href="http://www.mindtree.com">www.mindtree.com</a>



Strictly Private and Confidential

**Date:06-Aug-2021**  
**Mulagada Sai Divya**  
**C9749314**  
**Anits,**  
**Visakhapatnam**

Dear **Mulagada Sai Divya,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**.Job Profile - Application Development Associate**  
**Management Level - 12**  
**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

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Reference Id: Df765fb5-9652-4e6f-9aab-3b2d53f5724e\_1

**Signed By: Mahesh Vasudeo Zurale**

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from [Onboarding.doc.ase@accenture.com](mailto:Onboarding.doc.ase@accenture.com). You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

**Pre-Onboard Learning Module:** To provide our new joiners with a unique learning experience, Accenture has designed a special online learning module called - Technology Fundamentals Online Learning Program (Hereinafter referred to as "program"). This program further provide details about the training opportunities and terms of training/assessments that were shared with you in your Letter of Intent. To ensure that you have ample time to learn at your own pace, and prepare for the ensuing assessments, you will have complete access to the program for 45 days from the date you receive the training link

Details of the program and assessment are as below:

- The program is hosted on a virtual platform that you can access from anywhere and it will provide you with all the information and trainings that you need to begin your career at Accenture.
- After going through all the learning modules, you will be required to go through Technology Fundamentals Assessments based on what you have learned in the program.
- On successfully completing the program within 45 days and clearing the program assessments in your first attempt, you will be eligible to receive a learning Incentive of INR 10,000.
- In case you fail to clear the assessments in your first attempt, or do not complete the program within 45 days from the receipt of the training link, you will not be eligible for any learning incentive.
- To clear the assessments, you will need to score a minimum of 60% marks in each assessment test. In case are not able to score the required 60% in your first attempt, you will get two additional attempts where you will need to score a minimum of 60% marks to successfully clear the assessments.
- During each re-attempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you.

Your employment with Accenture is subject to you successfully completing the program assessments mentioned above. In case you are not able to clear the program assessments in three attempts, your offer will stand revoked.

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After successful completion of the aforementioned assessments, and after joining the Company, you will need to undergo further training program(s), with specified timeframes, for the specific skill-set assigned to you. Periodic tests will be conducted throughout this training program and you are expected to clear all of them. You will need to score a minimum of 60% marks in each of these tests to clear the Accenture-specific training program. If you are unable to score 60% in your first attempt, you will get two more opportunities to take the test and score the required passing percentage. Your employment with Accenture is subject to you successfully completing the Accenture-specific training program. If you are unable to clear the Accenture-specific training program tests in three attempts, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure (II) along with the signed copy of this offer letter and Terms of Employment.



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After accepting this offer, we encourage you visit Countdown to the Company (<http://careers.accenture.com/Microsites/countdown/Pages/welcome-India.aspx>). This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history - as well as tips on how to develop yourself (and your career) in the future.

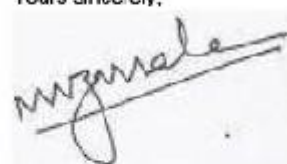
In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to:

<https://indiacampus.accenture.com/candidate>

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED.



Mulagada Sai Divya  
DCJ - 03-SEPTEMBER-2021

**Mahesh Vasudeo Zurale**  
Senior Managing Director  
Lead, Advanced Technology Center, India

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**ANNEXURE 1 COMPENSATION & BENEFITS 4**

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	383000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32500
Maximum Annual Total earning potential (A+B)	415500
Joining Bonus (Refer to the Section C)	25,000
<b>(D) Additional Benefits</b>	
Gratuity as per law <sup>#</sup>	
Insurance Premium(notional value)	9500
<b>Total Cash Compensation + Total Additional Benefits (A+B+C+D)</b>	<b>450000</b>

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 383000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

(B) Local Variable Bonus (LVB)

•As part of your annual total cash compensation, you will be eligible to participate in the FY21 Local Variable Bonus programme (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB programme guidelines. The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

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 (C) Joining Bonus

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You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

• **Joining Bonus:** of INR 25,000 payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

**Note: For International Worker Only\***

• As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

\* As defined by applicable law from time to time.

*Benefits applicable for current Company financial year.*

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy.

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent's in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

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In addition to the above, you will also be eligible for the following benefits:

1. Gratuity amount is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy
3. Transport facility, as per Company guidelines, can be availed at no cost

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

**From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.**

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.



Version 2.1 (Feb 2021) **ANNEXURE II**

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Original marksheet of all semester (PG/UG)
3. Original provisional degree certificate or convocation degree certificate
4. Copy of X, XII and all semester mark sheets of PG & UG Degrees
5. Copy of Degree/PG/Diploma (as applicable) certificates
6. Passport copy, if available (if not please apply immediately).
7. Pan Card
8. Copy of Aachaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others.

Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhaar details and seeding Aadhaar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.



**Offer: Computer Consultancy Ref: TCSL/DT20218076983/Hyderabad Date: 13/11/2021**

Ms.Palaghat | Hariharan Saraswathi  
Anits  
Visakhapatnam-530016,  
Andhra Pradesh.  
Tel# 91-9610020408

Dear Palaghat Hariharan Saraswathi,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

**COMPENSATION AND BENEFITS**

**BASIC SALARY**

You will be eligible for a basic salary of **₹14,784/-** per month.

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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### **BOUQUET OF BENEFITS (BoB)**

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSI. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSI. Taxation will be governed by the Income Tax rules. TCSI will be deducting tax at source as per income tax guidelines.

#### **1. House Rent Allowance (HRA)**

Your HRA will be ₹5,914/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

#### **2. Leave Travel Allowance**

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

#### **3. Food Card**

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

### **PERFORMANCE PAY**

#### **Monthly Performance Pay**

You will receive a monthly performance pay of ₹1,700/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

#### **Quarterly Variable Allowance**

Your variable allowance will be ₹600/- per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

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Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus

Performance Pay will be effective upon successful completion of the TCS Xplore Programme

### **CITY ALLOWANCE**

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review

### **XPLORE/ LEARNING INCENTIVES**

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs 60,000 over and above your CTC during the first year.

### **OTHER BENEFITS**

#### **Health Insurance Scheme**

TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

#### **1. Basic Cover**

- i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.
- ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

#### **2. Higher Hospitalisation**

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

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- i. Entitlement - You and your enrolled dependants will be entitled for ₹12,00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.
- ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

#### **Maternity Leave**

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

#### **Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)**

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

#### **Loans**

You will be eligible for loans, as per TCSL's loan policy.

#### **Professional Memberships**

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

### **RETIRALS**

#### **Provident Fund**

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

#### **Gratuity**

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

### **TERMS AND CONDITIONS**

#### **1. Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion

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formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/ revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

## 2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

## 3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be

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governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

#### **4. Working Hours**

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

#### **5. Mobility**

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

#### **6. Compensation Structure / Salary components**

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

#### **7. Increments and Promotions**

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

#### **8. Alternative Occupation / Employment**

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

#### **9. Confidentiality Agreement**

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

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### 10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

### 11. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

### 12. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy- International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

### 13. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

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#### 14. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

#### 15. Notice Period

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

Your failure to comply with this clause will entail monetary payment of damages to TCSL as may be determined by it at its own discretion having regard to the responsibilities shouldered by you while being in the employment of TCSL.

#### 16. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

#### 17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

#### 18. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

#### 19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

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## 20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality) For Sri Lankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)

An affidavit/notarized undertaking (Non Criminal Affidavit, should be made on the format provided by TCSL) stating :

- \*I here is no criminal offence registered/pending against you
  - \*There is no disciplinary case pending against you in the university
- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- \*PAN Card (Permanent Account Number)
- \*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)

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- \*Passport
- \*NSR E-Card

#### 21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

#### 22. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

#### 23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

#### 24. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

#### 25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social

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profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

#### **Withdrawal of Offer**

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team.

Yours Sincerely,

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For TATA Consultancy Services Limited

**Girish V. Nandimath**  
Global Head Talent  
Acquisition & AIP



[Click here](#) or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary  
Annexure 2: List of TCS Xplore Centres  
Annexure 3: Confidentiality and IP Terms

**GROSS SALARY SHEET**

**Annexure 1**

<b>Name</b>	<b>Palaghat Hariharan Saraswathi</b>
<b>Designation</b>	<b>Assistant System Engineer Trainee</b>
<b>Institute Name</b>	<b>Anil Neerukonda Institute Of Technology &amp; Sciences</b>

Table 1: Compensation Details (All Components in INR)

<b>Component Category</b>	<b>Monthly</b>	<b>Annual</b>
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,645	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,280
Gratuity	711	8,533
Total of Annual Components & Retirals	2,405	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
<b>Xplore/ Learning Incentive****</b>		Upto 60,000

# Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your DoD, TCSL

defined Structure as given in Table 2 will be applicable.

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

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\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

\*\*\* For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

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## Annexure 2

<p><b>Ahmedabad</b> TCS XP HR Lead Tata Consultancy Services, Garima Park, IT/ITES SEZ, Plot # 41, Gandhinagar - 382007</p>	<p><b>Bangalore</b> TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100, Karnataka</p>
<p><b>BUBANESHWAR</b> TCS XP HR Lead Tata Consultancy Services, Training Lab Venue--Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-III) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ), PLOT NO 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p><b>Chennai</b> TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, INHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p><b>DELHI – Gurgaon</b> TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, Ash Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p><b>DELHI – Noida</b> TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 &amp; A-45, Ground, 1st to 5th Floor &amp; 10th Floor, Galaxy Business Park, Block - C &amp; D, Sector - C2, Noida - 201300, UP</p>
<p><b>Guwahati</b> TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House, G.S. Road, Dispur, Guwahati - 781006, Assam</p>	<p><b>Hyderabad</b> TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p>
<p><b>INDORE</b> TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 &amp; 159-B, Super Corridor, Village Tigoriya Badshah &amp; Bada Songarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p>	<p><b>KOLKATA</b> TCS XP HR Lead Tata Consultancy Services Limited, ecospace 1B Building, 2nd Floor, Plot - III/12, New Town, Rajarhat, Kolkata - 700150, West Bengal OR Auditorium 2nd Floor, Wanderers Building, Delta Park - Lords</p>
<p><b>KOCHI</b> TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark, Makkanad, Kerala 682042</p>	<p><b>MUMBAI</b> TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach RD, Thane, West, Thane, Maharashtra 400600</p>
<p><b>NAGPUR</b> TCS XP HR Lead Tata Consultancy Services Limited, Mihan-SEZ, Nagpur, Telhara, Maharashtra 441108,</p>	<p><b>PUNE</b> TCS XP HR Lead Tata Consultancy Services, Plot No. 2 &amp; 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase II, Pune - 411057, Maharashtra</p>
<p><b>Trivandrum</b> TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark Campus, Kariyattom P.O. Trivandrum - 685581, India</p>	

## Annexure 3

## Confidentiality and IP Terms and Conditions

## TATA CONSULTANCY SERVICES

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## 1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

- (a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,
- (b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).
- (c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,
- (d) Customer and prospective customer lists, and
- (e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

## 2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

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### 3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

### 4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

### 5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

### 6. Security policies and Guidelines.

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Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

#### 7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

- (a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.
- (b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.
- (c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.
- (d) will inform the IIR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.
- (e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.
- (f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).
- (g) will not allow anybody to share the official asset being used.

#### 8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to

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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 this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law

#### 11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties

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and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity

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Date:06-Aug-2021

Pentakota Lavanya

**C9861403**

Anits,

Visakhapatnam

Near Pentakota Lavanya,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile Application Development Associate**

**Management Level 12**

**Job Family Group Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

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Reference Id: 0f765fb5-9652-4e6f-9aab-3b2d53f5724e\_1

Signed By: Mahesh Vasudeo Zurale

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

**Pre-Onboard Learning Module:** To provide our new joiners with a unique learning experience, Accenture has designed a special online learning module called - Technology Fundamentals Online Learning Program (hereinafter referred to as "program"). This program further provide details about the training opportunities and terms of training/assessments that were shared with you in your Letter of Intent. To ensure that you have ample time to learn at your own pace, and prepare for the ensuing assessments, you will have complete access to the program for 45 days from the date you receive the training link.

Details of the program and assessment are as below:

- The program is hosted on a virtual platform that you can access from anywhere and it will provide you with all the information and trainings that you need to begin your career at Accenture.
- After going through all the learning modules, you will be required to go through Technology Fundamentals Assessments based on what you have learned in the program.
- On successfully completing the program within 45 days and clearing the program assessments in your first attempt, you will be eligible to receive a Learning Incentive of INR 10,000.
- In case you fail to clear the assessments in your first attempt, or do not complete the program within 45 days from the receipt of the training link, you will not be eligible for any learning incentive.
- To clear the assessments, you will need to score a minimum of 60% marks in each assessment test. In case are not able to score the required 60% in your first attempt, you will get two additional attempts where you will need to score a minimum of 60% marks to successfully clear the assessments.
- During each re-attempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you.

Your employment with Accenture is subject to you successfully completing the program assessments mentioned above. In case you are not able to clear the program assessments in three attempts, your offer will stand revoked.

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After successful completion of the aforementioned assessments, and after joining the Company, you will need to undergo further training program(s), with specified timeframes, for the specific skill-set assigned to you. Periodic tests will be conducted throughout this training program and you are expected to clear all of them. You will need to score a minimum of 60% marks in each of these tests to clear the Accenture-specific training program. If you are unable to score 60% in your first attempt,

you will get two more opportunities to take the test and score the required passing percentage. Your employment with Accenture is subject to you successfully completing the Accenture specific training program. If you are unable to clear the Accenture-specific training program tests in three attempts, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure (II) along with the signed copy of this offer letter and Terms of Employment.

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After accepting this offer, we encourage you visit Countdown to the Company (<http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx>). This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history - as well as tips on how to develop yourself (and your career) in the future.


In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to:

<https://indiacampus.accenture.com/candidate>

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED.



Pentakota Lavanya  
 DCJ - 03-SEPTEMBER-2021

Mahesh Vasudeo Zurale  
 Senior Managing Director  
 Lead, Advanced Technology Center, India

]

Version 2.1 (Feb 2021) 4 **ANNEXURE 1 COMPENSATION & BENEFITS**

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	383000
(B) Local Variable Bonus (LVB) earning potential (at maximum 0.5%)	32500
Maximum Annual Total earning potential (A+B)	415500
Joining Bonus (Refer to the Section C)	25,000
<b>(D) Additional Benefits</b>	
Gratuity as per law <sup>#</sup>	
Insurance Premium(notional value)	9500
<b>Total Cash Compensation + Total Additional Benefits (A+B+C+D)</b>	<b>450000</b>

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 383000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

(B) Local Variable Bonus (LVB)

•As part of your annual total cash compensation, you will be eligible to participate in the FY21 Local Variable Bonus programme (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any



of the terms and conditions of the LVB programme guidelines. The LVB will be paid out, subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

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(C) Joining Bonus

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You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- **Joining Bonus:** of INR 25,000 payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

**Note: For International Worker Only\***

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

\* As defined by applicable law from time to time.

*Benefits applicable for current Company financial year:*

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent's in-law and additional children under the separate insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

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In addition to the above, you will also be eligible for the following benefits:

1. Gratuity amount is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

**From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.**

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

**Mandatory documentation at the time of onboarding:**

1. Two copies of your recent passport size photographs.
2. Original marksheet of all semester (PG/UG).
3. Original provisional degree certificate or convocation degree certificate.
4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
5. Copy of Degree/PG/Diploma (as applicable) certificates.
6. Passport copy, if available (if not please apply immediately).
7. Pan Card.

8. Copy of Aadhaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others.

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Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhaar details and seeding Aadhaar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulator.



June 23, 2021

HRD/3T/1013485688/20-21

Mr Adahala Sumanth,  
Anits  
Visakhapatnam-531162  
India  
Dear Adabala,

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**

INFOSYS LIMITED  
CIN: L8511CKA1981PLC013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560100, India  
T 91 80 2852 0261  
F 91 80 2852 0362  
askus@infosys.com  
www.infosys.com

June 23, 2021

HRD/1013485688/20-21

Mr. Sumanth Adabala  
Visakhapatnam 531162





India

Dear Adabala,

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:

#### **Definition**

The following terms shall have the following meanings for the purpose of this Offer of Employment ( "**Offer Letter**" hereinafter).

"**Affiliates**" means any entity that controls, is controlled by, or is under common control with the Company.

"**Company**" refers to Infosys Limited.

"**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**" shall mean and include all the training that shall be imparted to you on joining the Company.

#### **Joining**

Your scheduled date of joining the employment of the Company will be **18-Jul-2021**.

#### **Location**

Your location for employment is **MYSORE, India**.

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 Letter, hereby give your irrevocable consent to the above.

#### **Training**

You recognize and accept that at the time of appointment as Systems Engineer Trainee, except exposure to academic knowledge, you have received no formal, effective, technical or practical training to independently function as a Systems Engineer Trainee who is commercially viable to the Company. You further recognize and accept that prior to and at the time of joining the Company, you have not been exposed to and, therefore, have not acquired any management or communication skills, which are essential for performance of duties by you which meet the current business needs, parameters, standards and efficiency levels required by the Company.

Therefore, you would need to undergo the Training program at the Company. The Training program may consist of classroom/virtual training and/or on the job training. The duration of the Training will be based on the business requirements of the Company.



### **Terms and Conditions during Training**

You are aware that the Company would be expending substantial sums of money and incurring costs, expenses, man hours etc. in the process of selecting and appointing you as Systems Engineer Trainee and thereafter imparting Training to you.

You further accept, agree and admit that the nature, quality, intensity and content of Training to be imparted by the Company is not available or imparted by any other company of a similar nature. The Training is designed to satisfy the exclusive requirements of the Company.

You admit and recognize that the technical and management Training involves substantial Training costs, man hours, resource utilization and is the result of the Company's pro-active policies in encouraging leadership qualities.

You recognize and accept that the Company would suffer substantial financial loss, inconvenience, loss of resources, man hours, etc., in the event you fail to complete the Training and/or leave the Company during the Probation period.

You, therefore, agree that in the event of you leaving the Company before completion of the Probation period with the Company for any reason whatsoever, you shall be liable to pay to the Company compensation /damages amounting to Rs. [1,00,000]/- (Rupees One Lakh).

You accept, agree and admit that the aforementioned amount is a genuine, fair and reasonable estimate of the damages, loss and expenses that the Company would suffer on providing you the Training and/or if you leave the Company during the Probation period.

You acknowledge that the failure to complete the Training successfully or leaving the Company within the Probation Period shall mean and include:

- a) Failure to complete the Training and/or the Probation Period by being absent for any reason(s) whatsoever from the Company;
- b) Leaving the Company for the purpose of higher studies, research, alternate employment, alternate Training or any other purpose during the Probation period.
- c) Dismissal by the Company for any act of misconduct, indiscipline, absence, refusal to obey orders, breach of internal policies of the Company or unsatisfactory response from you during the Probation period.

Please be advised that you, by accepting this Offer Letter, hereby give your irrevocable consent to the above

### **Probation and Confirmation**

You will be on training / probation for a period of 18 (Eighteen) months from the date of joining the Company. On successful completion of your training / 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 (Fifteen) working days of earned leave annually, for the first two years of your tenure with the Company. On completion of two years of service, subject to your confirmation as a permanent employee you will be eligible for 20 (Twenty) 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.

### **Increments and Promotions**

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

### **Transfer**

Your services can be transferred to any of our units / departments situated anywhere in India or abroad. At such time compensation applicable to a specific location will be payable to you.

### **Compensation and Benefits**

#### **Salary**

Your total gross salary during the first six months from the date of joining will be INR 25,000 per month and Total Gross Salary post successful completion of six months 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.

The effective date of the revised salary will be the 1st of the month succeeding the month in you have completed 6 months.

#### **Performance-linked Incentive**

You will be eligible for a Performance-linked Incentive (PI) upon successful completion of six months from the Date of Joining, to a maximum of 20% of your Fixed Gross Salary, based on your performance during the six months period.

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 and Annexure - II of this letter. The mode of payment for Financial Year 2020 - 21 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.

### **Passport & Driving License**

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining the Company. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

### **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 months' 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 in our campus recruitment program 2020-21. These eligibility criteria for the Role of a Systems Engineer, has already been clearly communicated to you and your college during the selection process. You will 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 produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the



relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

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

INFOSYS LIMITED  
 CIN: L8511CKA1981PLC013115  
 44, Infosys Avenue  
 Electronics City, Hosur Road  
 Bangalore 560 100, India  
 T 91 80 2852 0261  
 F 91 80 2852 0362  
 askus@infosys.com  
 www.infosys.com

**ANNEXURE - I***(Compensation during the first six months from the Date of Joining)*

<b>COMPENSATION DETAILS</b> (All figures in INR per month)	
NAME	Mr. Adabala Sumanth
ROLE	Systems Engineer
ROLE DESIGNATION	Systems Engineer Trainee
<b>I. MONTHLY COMPONENTS</b>	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478

*Company Confidential - This communication is confidential between you and Infosys Limited*





BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850			
<b>MONTHLY GROSS SALARY</b>	<b>22,328</b>			
<b>2. ANNUAL COMPONENT</b>				
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			
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary	1,800			
GRATUITY - 4.81% of Basic Salary*	722			
<b>FIXED GROSS SALARY (1+2+3)</b>	<b>25,000</b>			
<b>TOTAL GROSS SALARY</b>	<b>25,000</b>			
<b>OTHER BENEFITS</b>				
<b>Scheme</b>	<b>Eligible Amount In INR</b>	<b>Interest</b>	<b>Monthly Instalments</b>	<b>Margin Money (To be borne by the employee)</b>
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				

### ANNEXURE II

(Compensation post successful completion of six months)

<b>COMPENSATION DETAILS</b> (All figures in INR per month)	
NAME	Mr. Adabala Sumanth
ROLE	Systems Engineer
ROLE DESIGNATION	Systems Engineer Trainee
<b>1. MONTHLY COMPONENTS</b>	
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
<b>MONTHLY GROSS SALARY</b>	<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>	
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





<b>3. RETIRAL BENEFITS</b>			
PROVIDENT FUND - 12% of Basic Salary			1,800
GRATUITY - 4.81% of Basic Salary*			722
<b>FIXED GROSS SALARY (1+2+3)</b>			<b>25,000</b>
<b>4. INCENTIVE COMPONENTS</b>	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
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>			<b>26,250</b>
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)</b>			<b>27,500</b>
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>			<b>30,000</b>
<b>OTHER BENEFITS</b>			
Scheme	Eligible Amount In INR	Interest	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000 (without security)	Nil	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			



June 23, 2021

HRD/3T/1013485688/20-21

Ms. Tangudu Amrutha,  
Anits  
Visakhapatnam-531162  
India  
Dear Tangudu ,

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**

INFOSYS LIMITED  
CIN: L85110KA1981PLC013115  
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Electronics City, Hosur Road  
Bangalore 560 100, India  
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June 23, 2021

HRD/1013485688/20-21

Ms. Amrutha Tangudu  
Visakhapatnam-531162  
India

*Company Confidential - This communication is confidential between you and Infosys Limited*



Dear Tangudu ,

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:

#### **Definition**

The following terms shall have the following meanings for the purpose of this Offer of Employment ( "**Offer Letter**" hereinafter).

"**Affiliates**" means any entity that controls, is controlled by, or is under common control with the Company.

"**Company**" refers to Infosys Limited.

"**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**" shall mean and include all the training that shall be imparted to you on joining the Company

#### **Joining**

Your scheduled date of joining the employment of the Company will be **18-Jul-2021**.

#### **Location**

Your location for employment is **MYSORE, India** .

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 Letter, hereby give your irrevocable consent to the above.

#### **Training**

You recognize and accept that at the time of appointment as Systems Engineer Trainee, except exposure to academic knowledge, you have received no formal, effective, technical or practical training to independently function as a Systems Engineer Trainee who is commercially viable to the Company. You further recognize and accept that prior to and at the time of joining the Company, you have not been exposed to and, therefore, have not acquired any management or communication skills, which are essential for performance of duties by you which meet the current business needs, parameters, standards and efficiency levels required by the Company

Therefore, you would need to undergo the Training program at the Company. The Training program may consist of classroom/virtual training and/or on-the-job training. The duration of the Training will be based on the business requirements of the Company.



### **Terms and Conditions during Training**

You are aware that the Company would be expending substantial sums of money and incurring costs, expenses, man hours etc. in the process of selecting and appointing you as Systems Engineer Trainee and thereafter imparting Training to you.

You further accept, agree and admit that the nature, quality, intensity and content of Training to be imparted by the Company is not available or imparted by any other company of a similar nature. The Training is designed to satisfy the exclusive requirements of the Company.

You admit and recognize that the technical and management Training involves substantial Training costs, man hours, resource utilization and is the result of the Company's pro-active policies in encouraging leadership qualities.

You recognize and accept that the Company would suffer substantial financial loss, inconvenience, loss of resources, man hours, etc., in the event you fail to complete the Training and/or leave the Company during the Probation period.

You, therefore, agree that in the event of you leaving the Company before completion of the Probation period with the Company for any reason whatsoever, you shall be liable to pay to the Company compensation /damages amounting to Rs. [1,00,000]/- (Rupees One Lakh).

You accept, agree and admit that the aforementioned amount is a genuine, fair and reasonable estimate of the damages, loss and expenses that the Company would suffer on providing you the Training and/or if you leave the Company during the Probation period.

You acknowledge that the failure to complete the Training successfully or leaving the Company within the Probation Period shall mean and include:

- a) Failure to complete the Training and/or the Probation Period by being absent for any reason(s) whatsoever from the Company;
- b) Leaving the Company for the purpose of higher studies, research, alternate employment, alternate Training or any other purpose during the Probation period.
- c) Dismissal by the Company for any act of misconduct, indiscipline, absence, refusal to obey orders, breach of internal policies of the Company or unsatisfactory response from you during the Probation period.

Please be advised that you, by accepting this Offer Letter, hereby give your irrevocable consent to the above.

### **Probation and Confirmation**

You will be on training / probation for a period of 18 (Eighteen) months from the date of joining the Company. On successful completion of your training / 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 (Fifteen) working days of earned leave annually, for the first two years of your tenure with the Company. On completion of two years of service, subject to your confirmation as a permanent employee you will be eligible for 20 (Twenty) 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.

### **Increments and Promotions**

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

### **Transfer**

Your services can be transferred to any of our units / departments situated anywhere in India or abroad. At such time compensation applicable to a specific location will be payable to you. **Compensation and Benefits**

#### **Salary**

Your total gross salary during the first six months from the date of joining will be INR 25,000 per month and Total Gross Salary post successful completion of six months 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.

The effective date of the revised salary will be the 1st of the month succeeding the month in you have completed 6 months

#### **Performance-linked Incentive**

You will be eligible for a Performance-linked Incentive (PI) upon successful completion of six months from the Date of Joining, to a maximum of 20% of your Fixed Gross Salary, based on your performance during the six months period.

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 and Annexure - II of this letter. The mode of payment for Financial Year 2020 - 21 will be as follows:

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Page 3 of 10



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.

#### **Passport & Driving License**

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining the Company. Our offer to you is subject to you having a valid passport or producing a proof of having applied for the same.

#### **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 months' 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 in our campus recruitment program 2020-21. These eligibility criteria for the Role of a Systems Engineer, has already been clearly communicated to you and your college during the selection process. You will 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 produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

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 NonCompete 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\_\_\_\_

\_\_\_\_\_  
 your name Sign






---

 Print your full Name

Location

INFOSYS LIMITED  
 CTN: I85110KA1981PT.C013115  
 44, Infosys Avenue  
 Electronics City, Hesar Road  
 Bangalore 560 100, India  
 T 91 80 2852 0261 F  
 91 80 2852 0362  
 askus@infosys.com  
 www.infosys.com

### ANNEXURE - I

(Compensation during the first six months from the Date of Joining)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	Ms. Tangudu Amrutha
ROLE	Systems Engineer
ROLE DESIGNATION	Systems Engineer Trainee
<b>I. MONTHLY COMPONENTS</b>	
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
<b>MONTHLY GROSS SALARY</b>	<b>22,328</b>



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
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>TOTAL GROSS SALARY</b>				<b>25,000</b>
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.				

### ANNEXURE - II

(Compensation post successful completion of six months)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	Ms. Tangudu Amrutha
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
<b>MONTHLY GROSS SALARY</b>	<b>22,328</b>
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



<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary			1,800	
GRATUITY - 4.81% of Basic Salary*			722	
<b>FIXED GROSS SALARY (1+2+3)</b>			<b>25,000</b>	
<b>4. INCENTIVE COMPONENTS</b>		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
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>			<b>26,250</b>	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)</b>			<b>27,500</b>	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>			<b>30,000</b>	
<b>OTHER BENEFITS</b>				
Scheme	Eligible Amount in INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
<b>SALARY LOAN</b> (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil
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*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.				



June 23, 2021

HRD/3T/1013485688/20-21

Mr Tangudu Amritha,  
Anits  
Visakhapatnam-531162  
India  
Dear Tangudu ,

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**

INFOSYS LIMITED  
CIN: L8511CKA1981PLC013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560100, India  
T 91 80 2852 0261  
F 91 80 2852 0362  
askus@infosys.com  
www.infosys.com

June 23, 2021

HRD/1013485688/20-21

Mr. Sumanth Tangudu  
Visakhapatnam 531162





India

Dear Tangudu ,

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:

#### **Definition**

The following terms shall have the following meanings for the purpose of this Offer of Employment ( "**Offer Letter**" hereinafter).

"**Affiliates**" means any entity that controls, is controlled by, or is under common control with the Company.

"**Company**" refers to Infosys Limited.

"**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**" shall mean and include all the training that shall be imparted to you on joining the Company.

#### **Joining**

Your scheduled date of joining the employment of the Company will be **18-Jul-2021**.

#### **Location**

Your location for employment is **MYSORE, India** .

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 Letter, hereby give your irrevocable consent to the above.

#### **Training**

You recognize and accept that at the time of appointment as Systems Engineer Trainee, except exposure to academic knowledge, you have received no formal, effective, technical or practical training to independently function as a Systems Engineer Trainee who is commercially viable to the Company. You further recognize and accept that prior to and at the time of joining the Company, you have not been exposed to and, therefore, have not acquired any management or communication skills, which are essential for performance of duties by you which meet the current business needs, parameters, standards and efficiency levels required by the Company

Therefore, you would need to undergo the Training program at the Company. The Training program may consist of classroom/virtual training and/or on the job training. The duration of the Training will be based on the business requirements of the Company.



### **Terms and Conditions during Training**

You are aware that the Company would be expending substantial sums of money and incurring costs, expenses, man hours etc. in the process of selecting and appointing you as Systems Engineer Trainee and thereafter imparting Training to you.

You further accept, agree and admit that the nature, quality, intensity and content of Training to be imparted by the Company is not available or imparted by any other company of a similar nature. The Training is designed to satisfy the exclusive requirements of the Company.

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You accept, agree and admit that the aforementioned amount is a genuine, fair and reasonable estimate of the damages, loss and expenses that the Company would suffer on providing you the Training and/or if you leave the Company during the Probation period.

You acknowledge that the failure to complete the Training successfully or leaving the Company within the Probation Period shall mean and include:

- a) Failure to complete the Training and/or the Probation Period by being absent for any reason(s) whatsoever from the Company;
- b) Leaving the Company for the purpose of higher studies, research, alternate employment, alternate Training or any other purpose during the Probation period.
- c) Dismissal by the Company for any act of misconduct, indiscipline, absence, refusal to obey orders, breach of internal policies of the Company or unsatisfactory response from you during the Probation period.

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### **Probation and Confirmation**

You will be on training / probation for a period of 18 (Eighteen) months from the date of joining the Company. On successful completion of your training / 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.



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### **Compensation and Benefits**

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### **Ex - Gratia / Bonus**

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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.

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### **Passport & Driving License**

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining the Company. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

### **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 in our campus recruitment program 2020-21. These eligibility criteria for the Role of a Systems Engineer, has already been clearly communicated to you and your college during the selection process. You will 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 produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the



relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

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

INFOSYS LIMITED  
 CIN: L8511CKA1981PLC013115  
 44, Infosys Avenue  
 Electronics City, Hosur Road  
 Bangalore 560 100, India  
 T 91 80 2852 0261  
 F 91 80 2852 0362  
 askus@infosys.com  
 www.infosys.com

**ANNEXURE - I***(Compensation during the first six months from the Date of Joining)*

<b>COMPENSATION DETAILS</b> (All figures in INR per month)	
NAME	Mr. Tangudu Amrutha
ROLE	Systems Engineer
ROLE DESIGNATION	Systems Engineer Trainee
<b>I. MONTHLY COMPONENTS</b>	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478

*Company Confidential - This communication is confidential between you and Infosys Limited*





BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850			
<b>MONTHLY GROSS SALARY</b>	<b>22,328</b>			
<b>2. ANNUAL COMPONENT</b>				
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			
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary	1,800			
GRATUITY - 4.81% of Basic Salary*	722			
<b>FIXED GROSS SALARY (1+2+3)</b>	<b>25,000</b>			
<b>TOTAL GROSS SALARY</b>	<b>25,000</b>			
<b>OTHER BENEFITS</b>				
<b>Scheme</b>	<b>Eligible Amount In INR</b>	<b>Interest</b>	<b>Monthly Instalments</b>	<b>Margin Money (To be borne by the employee)</b>
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				

### ANNEXURE II

(Compensation post successful completion of six months)

<b>COMPENSATION DETAILS</b> (All figures in INR per month)	
NAME	Mr. Tangudu Amrutha
ROLE	Systems Engineer
ROLE DESIGNATION	Systems Engineer Trainee
<b>1. MONTHLY COMPONENTS</b>	
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
<b>MONTHLY GROSS SALARY</b>	<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>	
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





<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary			1,800	
GRATUITY - 4.81% of Basic Salary*			722	
<b>FIXED GROSS SALARY (1+2+3)</b>			<b>25,000</b>	
<b>4. INCENTIVE COMPONENTS</b>	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	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>			<b>26,250</b>	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)</b>			<b>27,500</b>	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>			<b>30,000</b>	
<b>OTHER BENEFITS</b>				
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				



June 23, 2021

HRD/3T/1014785688/20-21

Ms Tangudu Sai Santoshi,  
Anits  
Visakhapatnam-531162  
India  
Dear Tangudu ,

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**

INFOSYS LIMITED  
CIN: L8511CKA1981PLC013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560100, India  
T 91 80 2852 0261  
F 91 80 2852 0362  
askus@infosys.com  
www.infosys.com

June 23, 2021

HRD/1014785688/20-21

Ms Sai Santoshi Tangudu  
Visakhapatnam 531162



India

Dear Tangudu ,

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:

#### **Definition**

The following terms shall have the following meanings for the purpose of this Offer of Employment ( "**Offer Letter**" hereinafter).

"**Affiliates**" means any entity that controls, is controlled by, or is under common control with the Company.

"**Company**" refers to Infosys Limited.

"**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**" shall mean and include all the training that shall be imparted to you on joining the Company.

#### **Joining**

Your scheduled date of joining the employment of the Company will be **18-Jul-2021**.

#### **Location**

Your location for employment is **MYSORE, India** .

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 Letter, hereby give your irrevocable consent to the above.

#### **Training**

You recognize and accept that at the time of appointment as Systems Engineer Trainee, except exposure to academic knowledge, you have received no formal, effective, technical or practical training to independently function as a Systems Engineer Trainee who is commercially viable to the Company. You further recognize and accept that prior to and at the time of joining the Company, you have not been exposed to and, therefore, have not acquired any management or communication skills, which are essential for performance of duties by you which meet the current business needs, parameters, standards and efficiency levels required by the Company

Therefore, you would need to undergo the Training program at the Company. The Training program may consist of classroom/virtual training and/or on the job training. The duration of the Training will be based on the business requirements of the Company.



### **Terms and Conditions during Training**

You are aware that the Company would be expending substantial sums of money and incurring costs, expenses, man hours etc. in the process of selecting and appointing you as Systems Engineer Trainee and thereafter imparting Training to you.

You further accept, agree and admit that the nature, quality, intensity and content of Training to be imparted by the Company is not available or imparted by any other company of a similar nature. The Training is designed to satisfy the exclusive requirements of the Company.

You admit and recognize that the technical and management Training involves substantial Training costs, man hours, resource utilization and is the result of the Company's pro-active policies in encouraging leadership qualities.

You recognize and accept that the Company would suffer substantial financial loss, inconvenience, loss of resources, man hours, etc., in the event you fail to complete the Training and/or leave the Company during the Probation period.

You, therefore, agree that in the event of you leaving the Company before completion of the Probation period with the Company for any reason whatsoever, you shall be liable to pay to the Company compensation /damages amounting to Rs. [1,00,000]/- (Rupees One Lakh).

You accept, agree and admit that the aforementioned amount is a genuine, fair and reasonable estimate of the damages, loss and expenses that the Company would suffer on providing you the Training and/or if you leave the Company during the Probation period.

You acknowledge that the failure to complete the Training successfully or leaving the Company within the Probation Period shall mean and include:

- a) Failure to complete the Training and/or the Probation Period by being absent for any reason(s) whatsoever from the Company;
- b) Leaving the Company for the purpose of higher studies, research, alternate employment, alternate Training or any other purpose during the Probation period.
- c) Dismissal by the Company for any act of misconduct, indiscipline, absence, refusal to obey orders, breach of internal policies of the Company or unsatisfactory response from you during the Probation period.

Please be advised that you, by accepting this Offer Letter, hereby give your irrevocable consent to the above

### **Probation and Confirmation**

You will be on training / probation for a period of 18 (Eighteen) months from the date of joining the Company. On successful completion of your training / 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 (Fifteen) working days of earned leave annually, for the first two years of your tenure with the Company. On completion of two years of service, subject to your confirmation as a permanent employee you will be eligible for 20 (Twenty) 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.

### **Increments and Promotions**

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

### **Transfer**

Your services can be transferred to any of our units / departments situated anywhere in India or abroad. At such time compensation applicable to a specific location will be payable to you.

### **Compensation and Benefits**

#### **Salary**

Your total gross salary during the first six months from the date of joining will be INR 25,000 per month and Total Gross Salary post successful completion of six months 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.

The effective date of the revised salary will be the 1st of the month succeeding the month in you have completed 6 months.

#### **Performance-linked Incentive**

You will be eligible for a Performance-linked Incentive (PI) upon successful completion of six months from the Date of Joining, to a maximum of 20% of your Fixed Gross Salary, based on your performance during the six months period.

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 and Annexure - II of this letter. The mode of payment for Financial Year 2020 - 21 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 52,00,000** 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.

### **Passport & Driving License**

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining the Company. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

### **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 months' 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 in our campus recruitment program 2020-21. These eligibility criteria for the Role of a Systems Engineer, has already been clearly communicated to you and your college during the selection process. You will 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 produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the





relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

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

INFOSYS LIMITED  
 CIN: L8511CKA1981PLC013115  
 44, Infosys Avenue  
 Electronics City, Hosur Road  
 Bangalore 560 100, India  
 T 91 80 2852 0261  
 F 91 80 2852 0362  
 askus@infosys.com  
 www.infosys.com

**ANNEXURE - I***(Compensation during the first six months from the Date of Joining)*

<b>COMPENSATION DETAILS</b> (All figures in INR per month)	
NAME	Ms. Tangudu Sai Santoshi
ROLE	Systems Engineer
ROLE DESIGNATION	Systems Engineer Trainee
<b>I. MONTHLY COMPONENTS</b>	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478

*Company Confidential - This communication is confidential between you and Infosys Limited*



BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850			
<b>MONTHLY GROSS SALARY</b>	<b>22,328</b>			
<b>2. ANNUAL COMPONENT</b>				
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			
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary	1,800			
GRATUITY - 4.81% of Basic Salary*	722			
<b>FIXED GROSS SALARY (1+2+3)</b>	<b>25,000</b>			
<b>TOTAL GROSS SALARY</b>	<b>25,000</b>			
<b>OTHER BENEFITS</b>				
<b>Scheme</b>	<b>Eligible Amount In INR</b>	<b>Interest</b>	<b>Monthly Instalments</b>	<b>Margin Money (To be borne by the employee)</b>
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				

### ANNEXURE II

(Compensation post successful completion of six months)

<b>COMPENSATION DETAILS</b> (All figures in INR per month)	
NAME	Ms. Tangudu Sai Santoshi
ROLE	Systems Engineer
ROLE DESIGNATION	Systems Engineer Trainee
<b>1. MONTHLY COMPONENTS</b>	
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
<b>MONTHLY GROSS SALARY</b>	<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>	
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



<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary			1,800	
GRATUITY - 4.81% of Basic Salary*			722	
<b>FIXED GROSS SALARY (1+2+3)</b>			<b>25,000</b>	
<b>4. INCENTIVE COMPONENTS</b>	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	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>			<b>26,250</b>	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)</b>			<b>27,500</b>	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>			<b>30,000</b>	
<b>OTHER BENEFITS</b>				
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				



June 23, 2021

HRD/3T/1014795688/20-21

Mr. Voggu Sarath Chandra Reddy,  
Anits  
Visakhapatnam-531162  
India  
Dear Voggu,

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**

INFOSYS LIMITED  
CIN: L8511CKA1981PLC013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560100, India  
T 91 80 2852 0261  
F 91 80 2852 0362  
askus@infosys.com  
www.infosys.com

June 23, 2021

HRD/1014795688/20-21

Mr. Voggu Sarath Chandra Reddy  
Visakhapatnam 531162





India

Dear Voggu ,

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:

#### **Definition**

The following terms shall have the following meanings for the purpose of this Offer of Employment ( "**Offer Letter**" hereinafter).

"**Affiliates**" means any entity that controls, is controlled by, or is under common control with the Company.

"**Company**" refers to Infosys Limited.

"**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**" shall mean and include all the training that shall be imparted to you on joining the Company.

#### **Joining**

Your scheduled date of joining the employment of the Company will be **18-Jul-2021**.

#### **Location**

Your location for employment is **MYSORE, India** .

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 Letter, hereby give your irrevocable consent to the above.

#### **Training**

You recognize and accept that at the time of appointment as Systems Engineer Trainee, except exposure to academic knowledge, you have received no formal, effective, technical or practical training to independently function as a Systems Engineer Trainee who is commercially viable to the Company. You further recognize and accept that prior to and at the time of joining the Company, you have not been exposed to and, therefore, have not acquired any management or communication skills, which are essential for performance of duties by you which meet the current business needs, parameters, standards and efficiency levels required by the Company

Therefore, you would need to undergo the Training program at the Company. The Training program may consist of classroom/virtual training and/or on the job training. The duration of the Training will be based on the business requirements of the Company.



### **Terms and Conditions during Training**

You are aware that the Company would be expending substantial sums of money and incurring costs, expenses, man hours etc. in the process of selecting and appointing you as Systems Engineer Trainee and thereafter imparting Training to you.

You further accept, agree and admit that the nature, quality, intensity and content of Training to be imparted by the Company is not available or imparted by any other company of a similar nature. The Training is designed to satisfy the exclusive requirements of the Company.

You admit and recognize that the technical and management Training involves substantial Training costs, man hours, resource utilization and is the result of the Company's pro-active policies in encouraging leadership qualities.

You recognize and accept that the Company would suffer substantial financial loss, inconvenience, loss of resources, man hours, etc., in the event you fail to complete the Training and/or leave the Company during the Probation period.

You, therefore, agree that in the event of you leaving the Company before completion of the Probation period with the Company for any reason whatsoever, you shall be liable to pay to the Company compensation /damages amounting to Rs. [1,00,000]/- (Rupees One Lakh).

You accept, agree and admit that the aforementioned amount is a genuine, fair and reasonable estimate of the damages, loss and expenses that the Company would suffer on providing you the Training and/or if you leave the Company during the Probation period.

You acknowledge that the failure to complete the Training successfully or leaving the Company within the Probation Period shall mean and include:

- a) Failure to complete the Training and/or the Probation Period by being absent for any reason(s) whatsoever from the Company;
- b) Leaving the Company for the purpose of higher studies, research, alternate employment, alternate Training or any other purpose during the Probation period.
- c) Dismissal by the Company for any act of misconduct, indiscipline, absence, refusal to obey orders, breach of internal policies of the Company or unsatisfactory response from you during the Probation period.

Please be advised that you, by accepting this Offer Letter, hereby give your irrevocable consent to the above

### **Probation and Confirmation**

You will be on training / probation for a period of 18 (Eighteen) months from the date of joining the Company. On successful completion of your training / 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 (Fifteen) working days of earned leave annually, for the first two years of your tenure with the Company. On completion of two years of service, subject to your confirmation as a permanent employee you will be eligible for 20 (Twenty) 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.

### **Increments and Promotions**

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

### **Transfer**

Your services can be transferred to any of our units / departments situated anywhere in India or abroad. At such time compensation applicable to a specific location will be payable to you.

### **Compensation and Benefits**

#### **Salary**

Your total gross salary during the first six months from the date of joining will be INR 25,000 per month and Total Gross Salary post successful completion of six months 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.

The effective date of the revised salary will be the 1st of the month succeeding the month in you have completed 6 months.

#### **Performance-linked Incentive**

You will be eligible for a Performance-linked Incentive (PI) upon successful completion of six months from the Date of Joining, to a maximum of 20% of your Fixed Gross Salary, based on your performance during the six months period.

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 and Annexure - II of this letter. The mode of payment for Financial Year 2020 - 21 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.

### **Passport & Driving License**

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining the Company. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

### **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 months' 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 in our campus recruitment program 2020-21. These eligibility criteria for the Role of a Systems Engineer, has already been clearly communicated to you and your college during the selection process. You will 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 produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the



relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

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

INFOSYS LIMITED  
 CIN: L8511CKA1981PLC013115  
 44, Infosys Avenue  
 Electronics City, Hosur Road  
 Bangalore 560 100, India  
 T 91 80 2852 0261  
 F 91 80 2852 0362  
 askus@infosys.com  
 www.infosys.com

**ANNEXURE - I***(Compensation during the first six months from the Date of Joining)*

<b>COMPENSATION DETAILS</b> (All figures in INR per month)	
NAME	Mr. Voggu Sarath Chandra Reddy
ROLE	Systems Engineer
ROLE DESIGNATION	Systems Engineer Trainee
<b>I. MONTHLY COMPONENTS</b>	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478

*Company Confidential - This communication is confidential between you and Infosys Limited*





BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850			
<b>MONTHLY GROSS SALARY</b>	<b>22,328</b>			
<b>2. ANNUAL COMPONENT</b>				
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			
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary	1,800			
GRATUITY - 4.81% of Basic Salary*	722			
<b>FIXED GROSS SALARY (1+2+3)</b>	<b>25,000</b>			
<b>TOTAL GROSS SALARY</b>	<b>25,000</b>			
<b>OTHER BENEFITS</b>				
<b>Scheme</b>	<b>Eligible Amount In INR</b>	<b>Interest</b>	<b>Monthly Instalments</b>	<b>Margin Money (To be borne by the employee)</b>
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				

### ANNEXURE II

(Compensation post successful completion of six months)

<b>COMPENSATION DETAILS</b> (All figures in INR per month)	
NAME	Mr. Voggu Sarath Chandra Reddy
ROLE	Systems Engineer
ROLE DESIGNATION	Systems Engineer Trainee
<b>1. MONTHLY COMPONENTS</b>	
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
<b>MONTHLY GROSS SALARY</b>	<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>	
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





<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary			1,800	
GRATUITY - 4.81% of Basic Salary*			722	
<b>FIXED GROSS SALARY (1+2+3)</b>			<b>25,000</b>	
<b>4. INCENTIVE COMPONENTS</b>	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	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>			<b>26,250</b>	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)</b>			<b>27,500</b>	
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>			<b>30,000</b>	
<b>OTHER BENEFITS</b>				
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				



Strictly Private and Confidential

**Date:06-Aug-2021**

**Giduturi Vasanth Raj  
C9869303**

**ANITS , Sangivalasa 531162.**

Dear Giduturi Vasanth Raj,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: 0f765fb5-9652-4e6f-9aab-3b2d53f5724e\_1  
Signed By: Mahesh Vasudeo Zurale

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

**Pre-Onboard Learning Module:** To provide our new joiners with a unique learning experience, Accenture has designed a special online learning module called Technology Fundamentals Online Learning Program (Hereinafter referred to as "program"). This program further provide details about the training opportunities and terms of training/assessments that were shared with you in your Letter of Intent. To ensure that you have ample time to learn at your own pace, and prepare for the ensuing assessments, you will have complete access to the program for 45 days from the date you receive the training link.

Details of the program and assessment are as below.

- The program is hosted on a virtual platform that you can access from anywhere and it will provide you with all the information and trainings that you need to begin your career at Accenture.
- After going through all the learning modules, you will be required to go through Technology Fundamentals Assessments based on what you have learned in the program.
- On successfully completing the program within 45 days and clearing the program assessments in your first attempt, you will be eligible to receive a learning Incentive of INR 10,000.
- In case you fail to clear the assessments in your first attempt, or do not complete the program within 45 days from the receipt of the training link, you will not be eligible for any learning incentive.
- To clear the assessments, you will need to score a minimum of 60% marks in each assessment test. In case are not able to score the required 60% in your first attempt, you will get two additional attempts where you will need to score a minimum of 60% marks to successfully clear the assessments.
- During each re-attempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you.

Your employment with Accenture is subject to you successfully completing the program assessments mentioned above. In case you are not able to clear the program assessments in three attempts, your offer will stand revoked.

After successful completion of the aforementioned assessments, and after joining the Company, you will need to undergo further training program(s), with specified timeframes, for the specific skill-set assigned to you. Periodic tests will be conducted throughout this training program and you are expected to clear all of them. You will need to score a minimum of 60% marks in each of these tests to clear the Accenture-specific training program. If you are unable to score 60% in your first attempt, you will get two more opportunities to take the test and score the required passing percentage. Your employment with Accenture is subject to you successfully completing the Accenture-specific training program. If you are unable to clear the Accenture-specific training program tests in three attempts, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure (II) along with the signed copy of this offer letter and Terms of Employment.



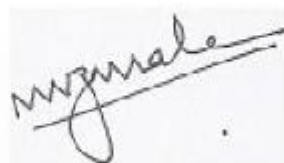
After accepting this offer, we encourage you visit Countdown to the Company (<http://careers.accenture.com/Microsites/countdown/Pages/welcomeindia.aspx>). This on line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/suggestion or have any query, feel free to write an e-mail to <https://indiacampus.accenture.com/candidate>

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED.



Mahesh Vasuden Zuraie  
Senior Managing Director  
Lead, Advanced Technology Center, India

**ANNEXURE 1****COMPENSATION & BENEFITS**

Annual Total Cash compensation structure as per the Company guidelines is:

<b>Total Cash Compensation Elements</b>	
	<b>Annual (INR)</b>
<b>(A) Annual Fixed Compensation</b>	383000
<b>(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)</b>	32500
<b>Maximum Annual Total earning potential (A+B)</b>	415500
<b>Joining Bonus (Refer to the Section C)</b>	25,000
<b>(D) Additional Benefits</b>	
<b>Gratuity as per law<sup>#</sup></b>	9500
<b>Insurance Premium(notional value)</b>	9500
<b>Total Cash Compensation + Total Additional Benefits (A+B+C+D)</b>	450000

**(A) Annual Fixed Compensation**

• Your annual fixed compensation is INR 383000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

**(B) Local Variable Bonus (LVB)**

• As part of your annual total cash compensation, you will be eligible to participate in the FY21 Local Variable Bonus programme (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB programme guidelines. The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

(C) Joining Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- Joining Bonus: of INR 25,000 payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you

**Note: For International Worker Only\***

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time) Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time) Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities

\* As defined by applicable law from time to time.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under.
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent's in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. Gratuity amount is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

**From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.**

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.



## **ANNEXURE II**

**Mandatory documentation at the time of onboarding:**

1. Two copies of your recent passport size photographs.
2. Original marksheet of all semester (PG/UG).
3. Original provisional degree certificate or convocation degree certificate.
4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
5. Copy of Degree/PG/Diploma (as applicable) certificates.
6. Passport copy, if available (if not please apply immediately).
7. Pan Card
8. Copy of Aadhaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhaar details and seeding Aadhaar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.



Strictly Private and Confidential

**Date:06-Aug-2021**

**Kamalapuram Naveen  
C9869305**

**ANITS , Sangivalasa 531162.**

Dear Kamalapuram Naveen,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: 0f765fb5-9652-4e6f-9aab-3b2d53f5724e\_1  
Signed By: Mahesh Vasudeo Zurale

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

**Pre-Onboard Learning Module:** To provide our new joiners with a unique learning experience, Accenture has designed a special online learning module called Technology Fundamentals Online Learning Program (Hereinafter referred to as "program"). This program further provide details about the training opportunities and terms of training/assessments that were shared with you in your Letter of Intent. To ensure that you have ample time to learn at your own pace, and prepare for the ensuing assessments, you will have complete access to the program for 45 days from the date you receive the training link.

Details of the program and assessment are as below.

- The program is hosted on a virtual platform that you can access from anywhere and it will provide you with all the information and trainings that you need to begin your career at Accenture.
- After going through all the learning modules, you will be required to go through Technology Fundamentals Assessments based on what you have learned in the program.
- On successfully completing the program within 45 days and clearing the program assessments in your first attempt, you will be eligible to receive a learning Incentive of INR 10,000.
- In case you fail to clear the assessments in your first attempt, or do not complete the program within 45 days from the receipt of the training link, you will not be eligible for any learning incentive.
- To clear the assessments, you will need to score a minimum of 60% marks in each assessment test. In case are not able to score the required 60% in your first attempt, you will get two additional attempts where you will need to score a minimum of 60% marks to successfully clear the assessments.
- During each re-attempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you.

Your employment with Accenture is subject to you successfully completing the program assessments mentioned above. In case you are not able to clear the program assessments in three attempts, your offer will stand revoked.

After successful completion of the aforementioned assessments, and after joining the Company, you will need to undergo further training program(s), with specified timeframes, for the specific skill-set assigned to you. Periodic tests will be conducted throughout this training program and you are expected to clear all of them. You will need to score a minimum of 60% marks in each of these tests to clear the Accenture-specific training program. If you are unable to score 60% in your first attempt, you will get two more opportunities to take the test and score the required passing percentage. Your employment with Accenture is subject to you successfully completing the Accenture-specific training program. If you are unable to clear the Accenture-specific training program tests in three attempts, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure (II) along with the signed copy of this offer letter and Terms of Employment.



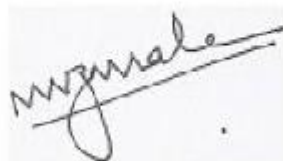
After accepting this offer, we encourage you visit Countdown to the Company (<http://careers.accenture.com/Microsites/countdown/Pages/welcomeindia.aspx>). This on line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/suggestion or have any query, feel free to write an e-mail to <https://indiacampus.accenture.com/candidate>

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED.



Mahesh Vasuden Zuraie  
Senior Managing Director  
Lead, Advanced Technology Center, India

**ANNEXURE 1****COMPENSATION & BENEFITS**

Annual Total Cash compensation structure as per the Company guidelines is:

<b>Total Cash Compensation Elements</b>	
	<b>Annual (INR)</b>
<b>(A) Annual Fixed Compensation</b>	383000
<b>(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)</b>	32500
<b>Maximum Annual Total earning potential (A+B)</b>	415500
<b>Joining Bonus (Refer to the Section C)</b>	25,000
<b>(D) Additional Benefits</b>	
Gratuity as per law <sup>#</sup>	9500
Insurance Premium(notional value)	
<b>Total Cash Compensation + Total Additional Benefits (A+B+C+D)</b>	<b>450000</b>

**(A) Annual Fixed Compensation**

\* Your annual fixed compensation is INR 383000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

**(B) Local Variable Bonus (LVB)**

• As part of your annual total cash compensation, you will be eligible to participate in the FY21 Local Variable Bonus programme (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB programme guidelines. The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

(C) Joining Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- Joining Bonus: of INR 25,000 payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you

**Note: For International Worker Only\***

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time) Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time) Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities

\* As defined by applicable law from time to time.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under.
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent's in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. Gratuity amount is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

**From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.**

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.



## **ANNEXURE II**

**Mandatory documentation at the time of onboarding:**

1. Two copies of your recent passport size photographs.
2. Original marksheet of all semester (PG/UG).
3. Original provisional degree certificate or convocation degree certificate.
4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
5. Copy of Degree/PG/Diploma (as applicable) certificates.
6. Passport copy, if available (if not please apply immediately).
7. Pan Card
8. Copy of Aadhaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhaar details and seeding Aadhaar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.



Strictly Private and Confidential

**Date:06-Aug-2021**

**Karri Surya Sai Anu Srihitha  
C9869303**

**ANITS , Sangivalasa 531162.**

Dear Karri Surya Sai Anu Srihitha,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: 0f765fb5-9652-4e6f-9aab-3b2d53f5724e\_1  
Signed By: Mahesh Vasudeo Zurale

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

**Pre-Onboard Learning Module:** To provide our new joiners with a unique learning experience, Accenture has designed a special online learning module called Technology Fundamentals Online Learning Program (Hereinafter referred to as "program"). This program further provide details about the training opportunities and terms of training/assessments that were shared with you in your Letter of Intent. To ensure that you have ample time to learn at your own pace, and prepare for the ensuing assessments, you will have complete access to the program for 45 days from the date you receive the training link.

Details of the program and assessment are as below.

- The program is hosted on a virtual platform that you can access from anywhere and it will provide you with all the information and trainings that you need to begin your career at Accenture.
- After going through all the learning modules, you will be required to go through Technology Fundamentals Assessments based on what you have learned in the program.
- On successfully completing the program within 45 days and clearing the program assessments in your first attempt, you will be eligible to receive a learning Incentive of INR 10,000.
- In case you fail to clear the assessments in your first attempt, or do not complete the program within 45 days from the receipt of the training link, you will not be eligible for any learning incentive.
- To clear the assessments, you will need to score a minimum of 60% marks in each assessment test. In case are not able to score the required 60% in your first attempt, you will get two additional attempts where you will need to score a minimum of 60% marks to successfully clear the assessments.
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Your employment with Accenture is subject to you successfully completing the program assessments mentioned above. In case you are not able to clear the program assessments in three attempts, your offer will stand revoked.

After successful completion of the aforementioned assessments, and after joining the Company, you will need to undergo further training program(s), with specified timeframes, for the specific skill-set assigned to you. Periodic tests will be conducted throughout this training program and you are expected to clear all of them. You will need to score a minimum of 60% marks in each of these tests to clear the Accenture-specific training program. If you are unable to score 60% in your first attempt, you will get two more opportunities to take the test and score the required passing percentage. Your employment with Accenture is subject to you successfully completing the Accenture-specific training program. If you are unable to clear the Accenture-specific training program tests in three attempts, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

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In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure (II) along with the signed copy of this offer letter and Terms of Employment.



After accepting this offer, we encourage you visit Countdown to the Company (<http://careers.accenture.com/Microsites/countdown/Pages/welcomeindia.aspx>). This on line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/suggestion or have any query, feel free to write an e-mail to <https://indiacampus.accenture.com/candidate>

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED.



Mahesh Vasuden Zuraie  
Senior Managing Director  
Lead, Advanced Technology Center, India

**ANNEXURE 1****COMPENSATION & BENEFITS**

Annual Total Cash compensation structure as per the Company guidelines is:

<b>Total Cash Compensation Elements</b>	
	<b>Annual (INR)</b>
<b>(A) Annual Fixed Compensation</b>	383000
<b>(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)</b>	32500
<b>Maximum Annual Total earning potential (A+B)</b>	415500
<b>Joining Bonus (Refer to the Section C)</b>	25,000
<b>(D) Additional Benefits</b>	
<b>Gratuity as per law<sup>#</sup></b>	9500
<b>Insurance Premium(notional value)</b>	9500
<b>Total Cash Compensation + Total Additional Benefits (A+B+C+D)</b>	450000

**(A) Annual Fixed Compensation**

• Your annual fixed compensation is INR 383000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

**(B) Local Variable Bonus (LVB)**

• As part of your annual total cash compensation, you will be eligible to participate in the FY21 Local Variable Bonus programme (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB programme guidelines. The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

(C) Joining Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

- Joining Bonus: of INR 25,000 payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you

**Note: For International Worker Only\***

- As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time) Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time) Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities

\* As defined by applicable law from time to time.

Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under.
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent's in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. Gratuity amount is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
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## **ANNEXURE II**

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4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
5. Copy of Degree/PG/Diploma (as applicable) certificates.
6. Passport copy, if available (if not please apply immediately).
7. Pan Card
8. Copy of Aadhaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhaar details and seeding Aadhaar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.



**Offer: Computer Consultancy Ref: TCSL/CT20213675999/Hyderabad Date: 10/11/2021**

Ms. Shahukari Yindhumathi  
Anits,  
Visakhapatnam-530001,  
Andhra Pradesh.  
**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process for 'TCS Digital' and we are pleased to make you an offer of employment.

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL

Your gross salary including all benefits and Retention Incentive will be **INR 7,00,022/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

## **COMPENSATION AND BENEFITS**

### **BASIC SALARY**

You will be eligible for a basic salary of **INR 15,000/-** per month

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### **BOUQUET OF BENEFITS (BoB)**

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the DoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

#### **1. House Rent Allowance (HRA)**

Your HRA will be INR **7,500/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

#### **2. Leave Travel Allowance**

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

#### **3. Food Card**

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of INR **500/-** being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

#### **4. Personal Allowance**

You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

### **PERFORMANCE PAY**

#### **Monthly Performance Pay**

You will receive a monthly performance pay of INR **4,300/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

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### **Performance Bonus**

Your Performance Bonus will be INR 3,100/- per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Performance Bonus is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

### **CITY ALLOWANCE**

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

### **RETENTION INCENTIVE**

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

### **XPLORE/ LEARNING INCENTIVES**

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

### **OTHER BENEFITS**

#### **Health Insurance Scheme**

TCSL brings the benefit of health insurance cover to you and your dependents under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

#### **1. Basic Cover**

- i. Entitlement - Includes domiciliary expenses up to INR 6,000/- per insured person per annum and basic hospitalization expenses up to INR 2,00,000/- per insured person per annum.

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ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

## 2. Higher Hospitalisation

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

i. Entitlement - You and your enrolled dependants will be entitled for INR 12,00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

## Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

## Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of INR 250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

## Loans

You will be eligible for loans, as per TCSL's loan policy.

## Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

## RETIRALS

### Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

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### **Gratuity**

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

## **TERMS AND CONDITIONS**

### **1. Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs if any during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you

### **2. Pre requisites for Joining**

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSI. TCSI will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

### **3. Probation Period**

You will be on probation for three months. Your confirmation will be communicated to you in writing. TCSL reserves the right to terminate your employment without any notice or payment in lieu thereof in case your performance, behaviour and/or conduct during the probation period is found unsatisfactory or the Back Ground Check turns out negative.

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#### 4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

#### 5. Mobility

TCSL reserves the right to transfer you to any of its offices, work sites, or associated or Affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

#### 6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

#### 7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

#### 8. Alternative Occupation / Employment

Either during the period of your probation or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

#### 9. Confidentiality Agreement

As part of your acceptance of this offer as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This confidentiality Clause shall survive the termination or earlier determination of your appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

#### 10. 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

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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.

#### 11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy- International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training. This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better.

#### 12. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

#### 13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day to day conduct as an associate of TCSL.

#### 14. Notice Period

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

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Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by it at its own discretion having regard to the responsibilities shouldered by you while being in the employment of TCS.

#### 15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

#### 16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator

#### 17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India

#### 18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of probation/service without notice.

#### 19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary - Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For

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- Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
  - Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiplenames, signature affidavits, address affidavits etc.)
  - Passport / Acknowledgement letter of passport application
  - Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months- 4 passport sized photographs
  - Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
  - An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
    - \* I here is no criminal offence registered/pending against you
    - \* There is no disciplinary case pending against you in the university
  - If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- \*PAN Card (Permanent Account Number)
- \*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- \*Passport
- \*NSR E-Card

## 20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to

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projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

**21. Letter of Appointment**

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

**22. Rules and Regulations of the Company**

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

**23. Compliance to all clauses**

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

**24. Data Privacy Clause:**

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counseling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

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(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

#### Withdrawal of Offer

If you fail to accept the offer from TCSL within 3 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn. Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL. We look forward to having you in our global team.

Yours Sincerely,

For TATA Consultancy Services Limited

**Girish V. Nandimath**  
Global Head Talent  
Acquisition & AIP



[Click here](#) or use a QR code scanner from your mobile to validate the offer letter.

Encl. Annexure 1: Benefits and Gross Salary  
Annexure 2: List of TCS Xplore Centres  
Annexure 3: Confidentiality and IP Terms

#### GROSS SALARY SHEET

Annexure 1

<b>Name</b>	<b>Shahukari Yindhumathi</b>
<b>Designation</b>	<b>Systems Engineer</b>
<b>Institute Name</b>	<b>Anil Neerukonda Institute Of Technology &amp; Sciences</b>

Table 1: Compensation Details (All Components in INR)

<b>Component Category</b>	<b>Monthly</b>	<b>Annual</b>
<b>1) Fixed Compensation</b>		
Basic Salary	15,000	1,00,000
Douquet Of Benefits #	26,522	3,10,264

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<b>2) Performance Pay</b>		
Monthly Performance Pay	4,300	51,600
Performance Bonus*	3,100	37,200
<b>3) City Allowance</b>	400	4,800
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,800	21,600
Gratuity	721	8,650
Total of Annual Components & Retirals	2,522	38,158
Retention Incentive	NA	70,000
<b>TOTAL GROSS</b>	51,844	7,00,022
<b>Xplore/ Learning Incentive****</b>		Upto 60,000

# Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL

defined Structure as given in Table 2 will be applicable. \* Amount depicted will be paid-out on a quarterly basis.

\*\*\* For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	7,500	90,000
Leave Travel Assistance	1,250	15,000
Food Card	500	6,000
Personal Allowance	17,272	2,07,264
<b>GROSS BOUQUET OF BENEFITS</b>	26,522	3,18,264

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## Annexure 2

<p><b>Ahmedabad</b> TCS XP HR Lead Tata Consultancy Services, Garima Park, IT/ITES SEZ, Plot # 41, Gandhinagar - 382007</p>	<p><b>Bangalore</b> TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100, Karnataka</p>
<p><b>BUBANESHWAR</b> TCS XP HR Lead Tata Consultancy Services, Training Lab Venue--Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-III) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ), PLOT NO 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p><b>Chennai</b> TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, INHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p><b>DELHI – Gurgaon</b> TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, Ash Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p><b>DELHI – Noida</b> TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 &amp; A-45, Ground, 1st to 5th Floor &amp; 10th Floor, Galaxy Business Park, Block - C &amp; D, Sector - C2, Noida - 201300, UP</p>
<p><b>Guwahati</b> TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House, G.S. Road, Dispur, Guwahati - 781006, Assam</p>	<p><b>Hyderabad</b> TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p>
<p><b>INDORE</b> TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 &amp; 159-B, Super Corridor, Village Tigoriya Badshah &amp; Bada Songarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p>	<p><b>KOLKATA</b> TCS XP HR Lead Tata Consultancy Services Limited, ecospace 1B Building, 2nd Floor, Plot - III/12, New Town, Rajarhat, Kolkata - 700150, West Bengal OR Auditorium 2nd Floor, Wanderers Building, Delta Park - Lords</p>
<p><b>KOCHI</b> TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark, Makkanad, Kerala 682042</p>	<p><b>MUMBAI</b> TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach RD, Thane, West, Thane, Maharashtra 400600</p>
<p><b>NAGPUR</b> TCS XP HR Lead Tata Consultancy Services Limited, Mihan-SEZ, Nagpur, Telhara, Maharashtra 441108,</p>	<p><b>PUNE</b> TCS XP HR Lead Tata Consultancy Services, Plot No. 2 &amp; 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase II, Pune - 411057, Maharashtra</p>
<p><b>Trivandrum</b> TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark Campus, Kariyattom P.O. Trivandrum - 685581, India</p>	

## Annexure 3

## Confidentiality and IP Terms and Conditions

## TATA CONSULTANCY SERVICES

## Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

Registered Office: Nirmaal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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## 1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

- (a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,
- (b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).
- (c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,
- (d) Customer and prospective customer lists, and
- (e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

## 2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

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### 3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

### 4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

### 5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

### 6. Security policies and Guidelines.

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Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

#### 7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

- (a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.
- (b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.
- (c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.
- (d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.
- (e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.
- (f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).
- (g) will not allow anybody to share the official asset being used.

#### 8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to

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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 this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

#### 11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties

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and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

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HRD/NOBA/1004318303

May 24, 2021

Mr.Nambaru Pavan Sai  
ANITS,  
Sangivalasa,  
Visakhapatnam 531162  
Andhra Pradesh  
India

Dear Nambaru Pavan Sai,

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

INFOSYS LIMITED  
CIN: L55110KA1981PLCD13115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T 91 00 2052 0281  
F 91 80 2852 0352  
[eshus@infosys.com](mailto:eshus@infosys.com)  
[www.infosys.com](http://www.infosys.com)





HRD/NOBA/1004318303

May 24, 2021

Mr. Nambaru Pavan Sai  
 ANITS,  
 Sangivalasa,  
 Visakhapatnam - 531162  
 Andhra Pradesh  
 India

Dear Nambaru Pavan Sai,

Congratulations! We are delighted to make you an offer as **Digital Specialist Engineer** and your role is **Digital Specialist Engineer**.

Here are the terms and conditions of our offer:

### Joining

Your scheduled date of employment with us will be June 2, 2021.

### Location

Your location of training is **Mysore, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates\* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

\* For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.

### Training Period:

The training program will consist of classroom training and on-the-job training. The duration of the classroom 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 six 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 - III.

Company Confidential - This communication is confidential between you and Infosys Limited

Page 1 of 1



## Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of leave annually, during probation. On confirmation, 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 financial 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 **Digital Specialist 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 Fixed Gross Salary will be INR 52,084 per month. The break-up of your salary has been provided in the Compensation Details sheet at Annexure - I.

### 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 2021-23 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 - III 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 5,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of INR 62,00,000 of which INR 32,00,000 is covered towards natural death, and INR 30,00,000 towards an accidental death. All employees become members of Infosys Welfare Trust, by one time payment of INR 250 and fixed monthly contribution of INR 250.

The details of the Scheme would be available to you when you join the Company.

### Notice period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training / employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three months' 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 **Digital Specialist 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, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

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 - II).





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 name                      Location



## ANNEXURE –I

COMPENSATION DETAILS (All figures in INR, per month)				
NAME	Mr. Namharu Pavan Sai			
ROLE	Digital Specialist Engineer			
ROLE DESIGNATION	Digital Specialist Engineer			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				26,050
BASKET OF ALLOWANCES				16,445
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				4,949
MONTHLY GROSS SALARY				47,444
<b>2. ANNUAL COMPONENT</b>				
BONUS / EX-GRATIA - (Balance 5% will be paid out at the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)				261
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND 12% of Basic Salary				3,126
GRATUITY 4.81% of Basic Salary *				1,253
FIXED GROSS SALARY (1+2+3)				62,084
<b>TOTAL GROSS SALARY</b>				
				62,084
<b>OTHER BENEFITS</b>				
Scheme	Eligible Amount in INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SOFT LOAN	Fifty thousand (With Security)	@ 5%	24	Nil
	Twenty-five thousand (Without Security)			
SALARY LOAN	One Month's Gross Salary	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.				



**ANNEXURE II**

**NON COMPETE AGREEMENT**

I, \_\_\_\_\_ do hereby acknowledge and confirm the following:

(1) I am accepting employment with Infosys Limited ("Infosys"). Now, as per the presents below, I agree to the following terms herein, and acknowledge that this is a material condition of my employment with Infosys Limited.

(2) I am required, on behalf of Infosys, to provide services to, or solicit business from, various clients of Infosys for whom I performed services as a Company employee (each such client hereinafter referred to as a "Customer").

(3) In consideration of the above, I agree that for a period of six (6) months following the termination of my employment with Infosys for any reason, I will not:

a. accept any offer of employment from any Customer, where I had worked in a professional capacity with that Customer in the twelve (12) months immediately preceding the termination of my employment with Infosys;

b. accept any offer of employment from a Named Competitor of Infosys, if my employment with such Named Competitor would involve me having to work with a Customer with whom I had worked in the twelve (12) months immediately preceding the termination of my employment with Infosys.

For the purpose of this Non-Compete Agreement, "Named Competitor" shall mean the following entities and their wholly owned subsidiaries:-

- i. Tata Consultancy Services Limited
- ii. Accenture Limited
- iii. International Business Machines Corporation
- iv. Cognizant Technology Solutions Corporation
- v. Wipro Limited

Place: \_\_\_\_\_ Employee Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_ Employee Name : Mr. Nambaru Pavan Sai

Acknowledged by Infosys Limited:





## APPOINTMENT LETTER

January 22, 2021

Dear VADDI RAVALI,  
Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

### 1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

### 2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria

### 3. Other Benefits:

You will also be eligible for:



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- a. Leave, holidays and working hours as applicable to your stream and location of posting.
- b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.
- c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.
- d. Leave Travel Assistance (LTA) as per the Company's policy.
- e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.
- f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.
- g. Please refer to the detailed policies in the Company's Intranet portal i.e. [mywipro.wipro.com](http://mywipro.wipro.com)

#### 4. Responsibilities:

- a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.
- b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.
- c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.
- d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

#### 5. Conflict of Interest:

- a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.
- b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.
- c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:
  - i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
  - ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
  - iii. Any existing employee to become associated with, or perform services of any type for any third party.
- d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

#### 6. Confidentiality:

- a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as

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may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

- b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

### 7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

### 8. Non Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ("Confidential Information"). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

### 9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

- a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.
- b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.
- c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.
- d. Your appointment shall be treated as withdrawn in case:
- i. You have not scored minimum aggregate marks of 60% in your 10<sup>th</sup> Standard or equivalent education.
  - ii. You have not scored minimum aggregate marks of 60% in your 12<sup>th</sup> Standard or equivalent education.
  - iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
  - iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation and 60% in post-graduation.
  - v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

**10. Training Agreement:**

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of at least 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall **be liable** to pay to the Company liquidated damages of up to Rs. 75,000/ (Rupees Seventy Five thousand only) in the manner defined in the training agreement, signed by you with the Company.

**11. Notice Period & Termination:**

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

**12. Pre Joining Program (PJP):**

During the time period between your offer and onboarding, the Company will provide you an online, self directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,  
For Wipro Limited,



**Aparna Shailen**  
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

**ANNEXURE I****DECLARATION ON CONFLICT OF INTEREST**

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

**Noted below are a few examples of conflict of interest:**

- a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or



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 received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material

- b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.
- c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.
- d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.
- e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

#### **Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders**

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter as the 'Company') internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: [policyclearinghouse@wipro.com](mailto:policyclearinghouse@wipro.com).
2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:
  - a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.
  - b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.
  - c. Unauthorized disclosure or communication of UPSI.
  - d. Procuring any UPSI from others
3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on the employee will not be borne by the Company and the employee individually is responsible.
4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to [policyclearinghouse@wipro.com](mailto:policyclearinghouse@wipro.com).

#### **ANNEXURE II**

#### **PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000**



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I VADDI RAVALI, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

- validating my Curriculum Vitae and retaining records on the same for any future reference/verification;
- processing my job application including background verification checks;
- employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

### ANNEXURE III

#### SALARY OFFER SHEET

Name: VADDIRAVALI  
Position: Project Engineer

Career Group: TRB - II

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,335
Bonus	2,331
Wipro Benefits Plan (WBP)	4,340
<b>Total Fixed Cash</b>	<b>24,680</b>
PF (Employer Contribution)	1,300
Gratuity (5.31% of Basic)	620
<b>Total Fixed Compensation</b>	<b>27,108</b>
<b>Other Compensation Benefits</b>	
Health benefit (Medical)	600
<b>Variable Pay</b>	
Target Variable Pay	1,459
<b>Target Cost to Company per month</b>	<b>29,167</b>
<b>Total Cost to Company per annum</b>	<b>3,50,004</b>

\*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, Project Engineers are also entitled to the following unique Company Benefits to help you manage during exigency

- Onetime interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
- Onetime interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
- Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
- Medical Insurance Coverage up to Rs 2lac per annum.

### ANNEXURE – IV

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**Bonus Details**

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings.

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

- I. The special bonus is subject to:
  - a. you being "active" in the services of the company through to retention date as applicable
  - b. your employment has not been terminated for poor performance or for cause prior to retention date
  - c. you have not resigned voluntarily or abandoned your job as of the retention date
- II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.
- III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts.
- IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy.
- V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.
- VI. You shall keep the contents of this letter confidential.

**ANNEXURE – V**

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

**ANNEXURE – VI****Variable Pay - A BRIEF OVERVIEW**

**Variable Pay Policy Summary & Computation:**

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Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->variable Pay Policy FY 2021-22

### SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

#### **Basic, Additional Allowance and Bonus**

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

#### **House Rental Allowance:**

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

#### **Wipro Benefit Plan (WBP):**

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements.

#### **1. Leave Travel Allowance:**

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to [myWipro](#) on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

#### **2. Telephone/Mobile Phone Allowances:**

The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exemption up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

#### **3. Non-transferable Meal card:**

An amount of Rs. 1100 / 7,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

#### **4. Education Allowance:**

An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

#### **5. New Pension System:**

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You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments

### **Retirement Benefits:**

It consists of:

- a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000 Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm
- b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

### **Travel, Accommodation, Food & Other Miscellaneous Expenses**

#### **Travel**

- a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount
- b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

#### **Accommodation, Food & other Miscellaneous Expenses**

- a. You would be entitled for Rs.1000 per day for 0 days (total amount of Rs.0,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.
- b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:
  - i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses
- c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.
- d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

**Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.**

### **SUMMARY SOCIAL SECURITY & OTHER BENEFITS\***

#### **Medical**

1. **Medical Assistance Program (MAS)\*\*:** This is a medical scheme covering you, your spouse and your children to the extent of Rs 15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.
2. **Mediclaim:** You are eligible for a higher coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium, 10% of the claim amount has to be borne by you.

If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

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Basic Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. **Annual Health check:** Company paid Annual health check-up program is available for employees above 40 years of age.

#### **Gratuity Benefit\*\*:** Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

#### **Survivor Benefit Pension Program\*\*:**

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic \* No of years to Retirement \* Grade Factor \* % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7% \* 80% = Rs. 6,180 per month as supplementary pension payable. \*Grade Factor is a band specific predefined pension Accrual rate.

#### **Loans:**

**Interest Free Loan:** An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

**Contingency Loan:** An interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

\*\* These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

#### **1. Your Life and Accident Cover :**

- a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.
- b. Group Term Life Insurance: Rs. 14,00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies -> India > My Financials -> Group Life Insurance/ Personal Accident.

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

#### **2. Voluntary Superannuation Policy (VSS)**

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSP's to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return. range of fund options to suit your risk appetite

[https://wipro.cims.com/forms?module=Forms&action=showForm&view=itm&form=Elite\\_Offer\\_Letter\\_Template\\_2022&user=22003000&item=4...](https://wipro.cims.com/forms?module=Forms&action=showForm&view=itm&form=Elite_Offer_Letter_Template_2022&user=22003000&item=4...) 10/11

[https://wipro.cims.com/forms?module=Forms&action=showForm&view=htm&form=Elite\\_Offer\\_letter\\_template\\_2022&user=2...](https://wipro.cims.com/forms?module=Forms&action=showForm&view=htm&form=Elite_Offer_letter_template_2022&user=2...)

& transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

Accept  Decline

**Signature** VALDI RAVALI 22/11/2021 1:17 PM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

**Wipro Limited** T :+91 (80) 2844 0011  
 Doddakannelli F :+91 (80) 2844 0054  
 Sarjapur Road F :info@wipro.com  
 Bengaluru W :wipro.com  
 560 035  
 India C :L32\*02KA1046PLC020800

22993000



August 19, 2021

HRD/3T/1002861317/21-22

Mrs. Vaitla Durga Praneetha  
ANITS,  
Sangivalasa,  
Visakhapatnam-531162  
India

Ph: +91-8919865395

Dear Vaitla,

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: 2021.08.19 07:56:11 IST  
Reason: Digitally Signed  
Location: Bangalore

INFOSYS LIMITED  
CTN: T.85110KA1981PLC.013115  
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*



HRD/1002861317/21-22

Mrs. Vaitla Durga Praneetha  
ANITS,  
Sangivalasa,  
Visakhapatnam-531162  
India

Ph: +91-8919865395

Dear Vaitla,

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:

**Definition**

The following terms shall have the following meanings for the purpose of this Offer of Employment ("Offer Letter" hereinafter).

"Affiliates" means any entity that controls, is controlled by, or is under common control with the Company.

"Company" refers to Infosys Limited.

"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" shall mean and include all the training that shall be imparted to you on joining the Company.

**Joining**

Your scheduled date of joining the employment of the Company will be 24-Oct-2021.

**Location**

Your location for employment is **MYSORE, India**.

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 Letter, hereby give your irrevocable consent to the above.



**Training**

You recognize and accept that at the time of appointment as Systems Engineer Trainee, except exposure to academic knowledge, you have received no formal, effective, technical or practical training to independently function as a Systems Engineer Trainee who is commercially viable to the Company. You further recognize and accept that prior to and at the time of joining the Company, you have not been exposed to and, therefore, have not acquired any management or communication skills, which are essential for performance of duties by you which meet the current business needs, parameters, standards and efficiency levels required by the Company.

Therefore, you would need to undergo the Training program at the Company. The Training program may consist of classroom/virtual training and/or on-the-job training. The duration of the Training will be based on the business requirements of the Company

**Terms and Conditions during Training**

You are aware that the Company would be expending substantial sums of money and incurring costs, expenses, man hours etc. in the process of selecting and appointing you as Systems Engineer Trainee and thereafter imparting Training to you.

You further accept, agree and admit that the nature, quality, intensity and content of Training to be imparted by the Company is not available or imparted by any other company of a similar nature. The Training is designed to satisfy the exclusive requirements of the Company.

You admit and recognize that the technical and management Training involves substantial Training costs, man hours, resource utilization and is the result of the Company's pro-active policies in encouraging leadership qualities.

You recognize and accept that the Company would suffer substantial financial loss, inconvenience, loss of resources, man hours, etc., in the event you fail to complete the Training and/or leave the Company during the Probation period.

You, therefore, agrees that in the event of you leaving the Company before completion of the Probation period with the Company for any reason whatsoever, you shall be liable to pay to the Company compensation /damages amounting to Rs. [1,00,000]/- (Rupees One Lakh).

You accept, agree and admit that the aforementioned amount is a genuine, fair and reasonable estimate of the damages, loss and expenses that the Company would suffer on providing you the Training and/or if you leave the Company during the Probation period.

You acknowledge that the failure to complete the Training successfully or leaving the Company within the Probation Period shall mean and include:



- a) Failure to complete the Training and/or the Probation Period by being absent for any reason(s) whatsoever from the Company;
- b) Leaving the Company for the purpose of higher studies, research, alternate employment, alternate training or any other purpose during the Probation period.
- c) Dismissal by the Company for any act of misconduct, indiscipline, absence, refusal to obey orders, breach of internal policies of the Company or unsatisfactory response from you during the Probation period.

Please be advised that you, by accepting this Offer Letter, hereby give your irrevocable consent to the above.

#### **Probation and Confirmation**

You will be on training / probation for a period of 18 (Eighteen) months from the date of joining the Company. On successful completion of your training / 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 (Fifteen) working days of earned leave annually, for the first two years of your tenure with the Company. On completion of two years of service, subject to your confirmation as a permanent employee you will be eligible for 20 (Twenty) 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.

#### **Increments and Promotions**

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

#### **Transfer**

Your services can be transferred to any of our units / departments situated anywhere in India or abroad. At such time compensation applicable to a specific location will be payable to you.



## **Compensation and Benefits**

### **Salary**

Your total gross salary during the first six months from the date of joining will be INR 25,000 per month and Total Gross Salary post successful completion of six months 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.

The effective date of the revised salary will be the 1st of the month succeeding the month in you have completed 6 months.

### **Performance-linked Incentive**

You will be eligible for a Performance-linked Incentive (PI) upon successful completion of six months from the Date of Joining, to a maximum of 20% of your Fixed Gross Salary, based on your performance during the six months period.

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 and Annexure - II of this letter. The mode of payment for Financial Year 2020 - 21 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.

### **Passport & Driving License**

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining the Company. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

### **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 you having fully completed your graduation/post-graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2020-21. These eligibility criteria for the Role of a Systems Engineer, has already been clearly communicated to you and your college during the selection process. You will 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 produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.



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: 2019.08.19 17:56:11 IST  
Reason: Digitally Signed  
Location: Bangalore

**INFOSYS LIMITED**  
CTN: T.85110KA1981PLC.013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T 91 80 2852 0261  
F 91 80 2852 0362  
askus@infosys.com  
www.infosys.com



**ANNEXURE 1**  
(Compensation during the first six months from the Date of Joining)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Mrs. Vaidla Durga Praneetha			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
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)				1,500
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>TOTAL GROSS SALARY</b>				<b>25,000</b>
<b>OTHER BENEFITS</b>				
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				



**ANNEXURE II**  
(Compensation post successful completion of six months)

COMPENSATION DETAILS (All figures in INR per month)			
NAME:	Mrs. Vaidla Durga Praneetha		
ROLE	Systems Engineer		
ROLE DESIGNATION	Systems Engineer Trainee		
<b>1. MONTHLY COMPONENTS</b>			
BASIC SALARY			15,000
BASKET OF ALLOWANCES			4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)			2,850
<b>MONTHLY GROSS SALARY</b>			<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>			
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
<b>3. RETIRAL BENEFITS</b>			
PROVIDENT FUND - 12% of Basic Salary			1,800
GRATUITY - 4.81% of Basic Salary*			722
<b>FIXED GROSS SALARY (1+2+3)</b>			<b>25,000</b>
<b>4. INCENTIVE COMPONENTS</b>			
	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
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>			<b>26,250</b>
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)</b>			<b>27,500</b>
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>			<b>30,000</b>
<b>OTHER BENEFITS</b>			
Scheme	Eligible Amount In INR	Interest	Monthly Instalments
<b>SALARY LOAN</b> (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12
			Margin Money (To be borne by the employee)
			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			



HR/INTERN/2020/UST-2-24-2021-001

February 24, 2021

**Sub: Internship Letter for the post of "Internship Trainee"**

Dear MEENA MADHURI VUKKEM,

Congratulations for being selected for this Internship program with UST Global!

Consequent to your application and interviews that we had with you, we are pleased to offer you an internship training with US Technology International Pvt. Ltd. ("US Technology").

Your date of joining for internship will be on March 1, 2021 and you will be "Internship Trainee" for a period of 6 months.

You have every reason to be excited at the prospect of this opportunity to undergo internship training with one of the best companies in the world. US Technology is one of the fastest growing IT companies in the world. During your internship in US Technology, you will have ample opportunity to learn and develop, personally as well as professionally. The Company will expose you to a world-class, professional environment that should help you to become a top-notch software professional.

You have performed extremely well in the selection tests and you should be proud of being selected for this internship training. As much as you would have high expectations from the Company, it is only natural that the Company would expect the same from you.

It is a specific condition of this engagement that your conduct, aptitude and skill will be closely watched and if any kind of shortcomings are noticed, the internship will be terminated without notice and assigning reasons thereof.

Your monthly stipend during the internship training period of 6 months will be Rs. 15,000/- (Fifteen Thousand).

Normally your internship training timings will coincide with the normal working hours of the establishment of the Company where you are placed. You may also be called upon to attend internship training as and when required on holidays.

You will comply with all regulations of the Company in relation to conduct and discipline as applicable to employees. In case you conduct yourself in a manner that is in violation of such regulations, the Company shall be entitled to discontinue your internship forthwith, without notice or payment in lieu of notice.

The Company shall have the right to terminate your internship without any notice or payment in lieu of notice, if any declaration given or information furnished by you to the Company is found to be false or





If you are not able to produce the authenticated certificate to establish your educational qualification or if you are found to have willfully suppressed any material information or on non-performance during internship training.

If our internship letter, subject to the terms and conditions above, is acceptable to you, please return a duplicate copy of this internship letter with your signature signifying your acceptance of the above terms on or before March 1, 2021. If no such intimation of acceptance is received on or before the said date, this offer shall stand automatically withdrawn.

Sincerely,  
For US Technology International Pvt. Ltd

A handwritten signature in black ink, appearing to read 'Vineesh', with a horizontal line underneath.

Vineesh George  
Group Manager – Human Resources

Understood & Accepted  
MEENA MADHURI VUKKEM



HRD/3T/1003586156/22 23

Mr.Chidalla Veda Varshith Sai  
ANITS,  
Sangivalasa,  
Visakhapatnam-531162  
India

Dear Varshith,

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: 2019.06.23 09:35:55 IST  
Reason: Digital Signature  
Location: Bangalore

INFOSYS LIMITED  
CTN: T.85110KA19R1PLC013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T 91 80 2852 0261  
F 91 80 2852 0362  
askus@infosys.com  
www.infosys.com





HRD/1003586156/22 23

Mr Varshith Sai  
ANITS,  
Sangivalasa,  
Visakhapatnam-531162  
India

Dear Varshith Sai,

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:

**Definition**

The following terms shall have the following meanings for the purpose of this Offer of Employment ("Offer Letter" hereinafter).

"Affiliates" means any entity that controls, is controlled by, or is under common control with the Company.

"Company" refers to Infosys Limited.

"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" shall mean and include all the training that shall be imparted to you on joining the Company.

**Joining**

Your scheduled date of joining the employment of the Company will be 18-Jul-2021.

**Location**

Your location for employment is **MYSORE, India**.

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 Letter, hereby give your irrevocable consent to the above.



### **Training**

You recognize and accept that at the time of appointment as Systems Engineer Trainee, except exposure to academic knowledge, you have received no formal, effective, technical or practical training to independently function as a Systems Engineer Trainee who is commercially viable to the Company. You further recognize and accept that prior to and at the time of joining the Company, you have not been exposed to and, therefore, have not acquired any management or communication skills, which are essential for performance of duties by you which meet the current business needs, parameters, standards and efficiency levels required by the Company.

Therefore, you would need to undergo the Training program at the Company. The Training program may consist of classroom/virtual training and/or on-the-job training. The duration of the Training will be based on the business requirements of the Company

### **Terms and Conditions during Training**

You are aware that the Company would be expending substantial sums of money and incurring costs, expenses, man hours etc. in the process of selecting and appointing you as Systems Engineer Trainee and thereafter imparting Training to you.

You further accept, agree and admit that the nature, quality, intensity and content of Training to be imparted by the Company is not available or imparted by any other company of a similar nature. The Training is designed to satisfy the exclusive requirements of the Company.

You admit and recognize that the technical and management Training involves substantial Training costs, man hours, resource utilization and is the result of the Company's pro-active policies in encouraging leadership qualities.

You recognize and accept that the Company would suffer substantial financial loss, inconvenience, loss of resources, man hours, etc., in the event you fail to complete the Training and/or leave the Company during the Probation period.

You, therefore, agrees that in the event of you leaving the Company before completion of the Probation period with the Company for any reason whatsoever, you shall be liable to pay to the Company compensation /damages amounting to Rs. [1,00,000]/- (Rupees One Lakh).

You accept, agree and admit that the aforementioned amount is a genuine, fair and reasonable estimate of the damages, loss and expenses that the Company would suffer on providing you the Training and/or if you leave the Company during the Probation period.

You acknowledge that the failure to complete the Training successfully or leaving the Company within the Probation Period shall mean and include:



- a) Failure to complete the Training and/or the Probation Period by being absent for any reason(s) whatsoever from the Company;
- b) Leaving the Company for the purpose of higher studies, research, alternate employment, alternate training or any other purpose during the Probation period.
- c) Dismissal by the Company for any act of misconduct, indiscipline, absence, refusal to obey orders, breach of internal policies of the Company or unsatisfactory response from you during the Probation period.

Please be advised that you, by accepting this Offer Letter, hereby give your irrevocable consent to the above.

#### **Probation and Confirmation**

You will be on training / probation for a period of 18 (Eighteen) months from the date of joining the Company. On successful completion of your training / 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 (Fifteen) working days of earned leave annually, for the first two years of your tenure with the Company. On completion of two years of service, subject to your confirmation as a permanent employee you will be eligible for 20 (Twenty) 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.

#### **Increments and Promotions**

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

#### **Transfer**

Your services can be transferred to any of our units / departments situated anywhere in India or abroad. At such time compensation applicable to a specific location will be payable to you.





## **Compensation and Benefits**

### **Salary**

Your total gross salary during the first six months from the date of joining will be INR 25,000 per month and Total Gross Salary post successful completion of six months 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.

The effective date of the revised salary will be the 1st of the month succeeding the month in you have completed 6 months.

### **Performance-linked Incentive**

You will be eligible for a Performance-linked Incentive (PI) upon successful completion of six months from the Date of Joining, to a maximum of 20% of your Fixed Gross Salary, based on your performance during the six months period.

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 and Annexure - II of this letter. The mode of payment for Financial Year 2020 - 21 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.

### **Passport & Driving License**

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining the Company. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

### **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 you having fully completed your graduation/post-graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2020-21. These eligibility criteria for the Role of a Systems Engineer, has already been clearly communicated to you and your college during the selection process. You will 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 produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.



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









**ANNEXURE 1**  
(Compensation during the first six months from the Date of Joining)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Mr. Chidalla Veda Varshith Sai			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
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)				1,500
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>TOTAL GROSS SALARY</b>				<b>25,000</b>
<b>OTHER BENEFITS</b>				
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				



**ANNEXURE II**  
(Compensation post successful completion of six months)

COMPENSATION DETAILS (All figures in INR per month)			
NAME:	Mr. Chidalla Veda Varshith Sai		
ROLE	Systems Engineer		
ROLE DESIGNATION	Systems Engineer Trainee		
<b>1. MONTHLY COMPONENTS</b>			
BASIC SALARY			15,000
BASKET OF ALLOWANCES			4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)			2,850
<b>MONTHLY GROSS SALARY</b>			<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>			
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
<b>3. RETIRAL BENEFITS</b>			
PROVIDENT FUND - 12% of Basic Salary			1,800
GRATUITY - 4.81% of Basic Salary*			722
<b>FIXED GROSS SALARY (1+2+3)</b>			<b>25,000</b>
<b>4. INCENTIVE COMPONENTS</b>			
	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
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>			<b>26,250</b>
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)</b>			<b>27,500</b>
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>			<b>30,000</b>
<b>OTHER BENEFITS</b>			
Scheme	Eligible Amount In INR	Interest	Monthly Instalments
<b>SALARY LOAN</b> (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12
			<b>Margin Money</b> (To be borne by the employee)
			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			

*Company Confidential - This communication is confidential between you and Infosys Limited*



HRD/NOBA/1004300419

May 24, 2021

Mr.Chitluri Sai AkhiRaj  
ANITS,  
Sangivalasa.  
Vishakhapatnam 531162  
Andhra Pradesh  
India  
Ph: (91) 83674 61400

Dear Chithuri,

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

INFOSYS LIMITED  
CIN: LE5110KA1981PLC013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T: 91 00 2052 0281  
F: 91 80 2852 0352  
eshus@infosys.com  
[www.infosys.com](http://www.infosys.com)



HRD/NOBA/1004300419

May 24, 2021

Mr. Chitluri Sai Akhil  
ANITS,  
Sangivalasa  
Vishakhapatnam - 531162  
Andhra Pradesh  
India  
Ph: (91) 83673 61400

Dear Chitluri,

Congratulations! We are delighted to make you an offer as **Digital Specialist Engineer** and your role is **Digital Specialist Engineer**.

Here are the terms and conditions of our offer:

### **Joining**

Your scheduled date of employment with us will be June 2, 2021.

### **Location**

Your location of training is **Mysore, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates\* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

\* For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.

### **Training Period:**

The training program will consist of classroom training and on-the-job training. The duration of the classroom 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 six 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 - III.





### Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of leave annually, during probation. On confirmation, 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 financial 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 **Digital Specialist 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 Fixed Gross Salary will be INR 52,084 per month. The break-up of your salary has been provided in the Compensation Details sheet at Annexure – I.

#### 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 - III 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 5,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of INR 62,00,000 of which INR 32,00,000 is covered towards natural death, and INR 30,00,000 towards an accidental death. All employees become members of Infosys Welfare Trust, by one time payment of INR 250 and fixed monthly contribution of INR 250.

The details of the Scheme would be available to you when you join the Company.

### Notice period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training / employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three months' 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 **Digital Specialist 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, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

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 - II).





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: 20-05-2021, 20 21

SAI AKHIL  
Sign your name

CHITLURI SAI AKHIL                      Visakhapatnam  
Print your name                              Location





## ANNEXURE -I

COMPENSATION DETAILS (All figures in INR, per month)	
NAME	Mr. Chithuri Sai Akhil
ROLE	Digital Specialist Engineer
ROLE DESIGNATION	Digital Specialist Engineer
<b>1. MONTHLY COMPONENTS</b>	
BASIC SALARY	26,050
BASKET OF ALLOWANCES	16,445
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	4,949
MONTHLY GROSS SALARY	47,444

<b>2. ANNUAL COMPONENT</b>	
BONUS / EX-GRATIA - (Balance 5% will be paid out at the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	261

<b>3. RETIRAL BENEFITS</b>	
PROVIDENT FUND 12% of Basic Salary	3,126
GRATUITY 4.81% of Basic Salary *	1,253
FIXED GROSS SALARY (1+2+3)	62,084

TOTAL GROSS SALARY	62,084
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OTHER BENEFITS				
Scheme	Eligible Amount in INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SOFT LOAN	Fifty thousand (With Security)	@ 5%	24	Nil
	Twenty-five thousand (Without Security)			
SALARY LOAN	One Month's Gross Salary	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.				



**ANNEXURE II**

**NON COMPETE AGREEMENT**

I, CHITHI URI SAI AKHIL hereby acknowledge and confirm the following:

(1) I am accepting employment with Infosys Limited ("Infosys"). Now, as per the presents below, I agree to the following terms herein, and acknowledge that this is a material condition of my employment with Infosys Limited.

(2) I am required, on behalf of Infosys, to provide services to, or solicit business from, various clients of Infosys for whom I performed services as a Company employee (each such client hereinafter referred to as a "Customer").

(3) In consideration of the above, I agree that for a period of six (6) months following the termination of my employment with Infosys for any reason, I will not:


a. accept any offer of employment from any Customer, where I had worked in a professional capacity with that Customer in the twelve (12) months immediately preceding the termination of my employment with Infosys;

b. accept any offer of employment from a Named Competitor of Infosys, if my employment with such Named Competitor would involve me having to work with a Customer with whom I had worked in the twelve (12) months immediately preceding the termination of my employment with Infosys.

For the purpose of this Non-Compete Agreement, "Named Competitor" shall mean the following entities and their wholly owned subsidiaries:-

- i. Tata Consultancy Services Limited
- ii. Accenture Limited
- iii. International Business Machines Corporation
- iv. Cognizant Technology Solutions Corporation
- v. Wipro Limited

Place: Visakhapatnam

Employee Signature: 

Date: 26-05-2021

Employee Name: Mr. Chiduri Sai Akhil

Acknowledged by Infosys Limited:






## APPOINTMENT LETTER

January 22, 2021

Dear DANILUJRI SAI SINDHUJA,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

### 1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

### 2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria

### 3. Other Benefits:

You will also be eligible for:

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- a. Leave, holidays and working hours as applicable to your stream and location of posting.
- b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.
- c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.
- d. Leave Travel Assistance (LTA) as per the Company's policy.
- e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.
- f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.
- g. Please refer to the detailed policies in the Company's Intranet portal i.e. [mywipro.wipro.com](http://mywipro.wipro.com)

#### 4. Responsibilities:

- a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.
- b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.
- c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.
- d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

#### 5. Conflict of Interest:

- a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.
- b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.
- c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:
  - i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
  - ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
  - iii. Any existing employee to become associated with, or perform services of any type for any third party.
- d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

#### 6. Confidentiality:

- a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as

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may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

- b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

### 7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

### 8. Non Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ("Confidential Information"). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

### 9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and/or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

- a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.
- b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.
- c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.
- d. Your appointment shall be treated as withdrawn in case:
  - i. You have not scored minimum aggregate marks of 60% in your 10<sup>th</sup> Standard or equivalent education.
  - ii. You have not scored minimum aggregate marks of 60% in your 12<sup>th</sup> Standard or equivalent education.
  - iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
  - iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation and 60% in post-graduation.
  - v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

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**10. Training Agreement:**

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of at least 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall **be liable** to pay to the Company liquidated damages of up to Rs. 75,000/ (Rupees Seventy Five thousand only) in the manner defined in the training agreement, signed by you with the Company.

**11. Notice Period & Termination:**

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

**12. Pre Joining Program (PJP):**

During the time period between your offer and onboarding, the Company will provide you an online, self directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,  
For Wipro Limited,



**Aparna Shailen**  
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

**ANNEXURE I****DECLARATION ON CONFLICT OF INTEREST**

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

**Noted below are a few examples of conflict of interest:**

- a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or

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received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material

- b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.
- c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.
- d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.
- e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

#### **Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders**

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter as the 'Company') internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: [policyclearinghouse@wipro.com](mailto:policyclearinghouse@wipro.com).
2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:
  - a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.
  - b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.
  - c. Unauthorized disclosure or communication of UPSI.
  - d. Procuring any UPSI from others
3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on the employee will not be borne by the Company and the employee individually is responsible.
4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to [policyclearinghouse@wipro.com](mailto:policyclearinghouse@wipro.com).

#### **ANNEXURE II**

#### **PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000**

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I DANTULURI SAI SINDHUJA, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

- validating my Curriculum Vitae and retaining records on the same for any future reference/verification;
- processing my job application including background verification checks;
- employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

**ANNEXURE III**  
**SALARY OFFER SHEET**

**Name: DANTULURI SAI SINDHUJA**  
**Position: Project Engineer**

**Career Group: TRB - II**

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,335
Bonus	2,331
Wipro Benefits Plan (WBP)	4,340
<b>Total Fixed Cash</b>	<b>24,680</b>
PF (Employer Contribution)	1,300
Gratuity (5.31% of Basic)	620
<b>Total Fixed Compensation</b>	<b>27,108</b>
<b>Other Compensation Benefits</b>	
Health benefit (Medical)	600
<b>Variable Pay</b>	
Target Variable Pay	1,459
<b>Target Cost to Company per month</b>	<b>29,167</b>
<b>Total Cost to Company per annum</b>	<b>3,50,004</b>

\*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, Project Engineers are also entitled to the following unique Company Benefits to help you manage during exigency

- Onetime interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
- Onetime interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
- Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
- Medical Insurance Coverage up to Rs 2lac per annum.

**ANNEXURE – IV**

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#### **Bonus Details**

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings.

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

- I. The special bonus is subject to:
  - a. you being "active" in the services of the company through to retention date as applicable
  - b. your employment has not been terminated for poor performance or for cause prior to retention date
  - c. you have not resigned voluntarily or abandoned your job as of the retention date
- II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.
- III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts.
- IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy.
- V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.
- VI. You shall keep the contents of this letter confidential.

#### **ANNEXURE – V**

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

#### **ANNEXURE – VI**

##### **Variable Pay - A BRIEF OVERVIEW**

**Variable Pay Policy Summary & Computation:**

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Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2021-22

### SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

#### **Basic, Additional Allowance and Bonus**

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

#### **House Rental Allowance:**

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

#### **Wipro Benefit Plan (WBP):**

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements.

#### **1. Leave Travel Allowance:**

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to [myWipro](#) on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

#### **2. Telephone/Mobile Phone Allowances:**

The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exemption up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

#### **3. Non-transferable Meal card:**

An amount of Rs. 1100 / 7,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

#### **4. Education Allowance:**

An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

#### **5. New Pension System:**

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You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments

### **Retirement Benefits:**

It consists of:

- a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000 Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm
- b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

### **Travel, Accommodation, Food & Other Miscellaneous Expenses**

#### **Travel**

- a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount
- b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

#### **Accommodation, Food & other Miscellaneous Expenses**

- a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.
- b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:
  - i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses
- c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.
- d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

**Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.**

### **SUMMARY SOCIAL SECURITY & OTHER BENEFITS\***

#### **Medical**

1. **Medical Assistance Program (MAS)\*\*:** This is a medical scheme covering you, your spouse and your children to the extent of Rs 15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.
2. **Mediclaim:** You are eligible for a higher coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium, 10% of the claim amount has to be borne by you.

If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

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Basic Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. **Annual Health check:** Company paid Annual health check-up program is available for employees above 40 years of age.

#### **Gratuity Benefit\*\*:** Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

#### **Survivor Benefit Pension Program\*\*:**

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic \* No of years to Retirement \* Grade Factor \* % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%\* x 80% = Rs. 6,180 per month as supplementary pension payable. \*Grade Factor is a band specific predefined pension Accrual rate.

#### **Loans:**

**Interest Free Loan:** An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

**Contingency Loan:** An interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

\*\* These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

#### **1. Your Life and Accident Cover :**

- Group Personal Accident Insurance (GPAI) Program:** Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.
- Group Term Life Insurance:** Rs. 14,00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies -> India > My Financials -> Group Life Insurance/ Personal Accident.

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

#### **2. Voluntary Superannuation Policy (VSS)**

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSP's to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return. range of fund options to suit your risk appetite

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& transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

Accept  Decline

**Signature** DANTULURI SAI SINDHUJA 22/1/2021 1:17 PM  
(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

**Wipro Limited** T :+91 (80) 2844 0011  
Doddakannelli F :+91 (80) 2844 0054  
Sarjapur Road F :info@wipro.com  
Bengaluru W :wipro.com  
560 035  
India C :L32\*02KA1046PLC020803

22993000



## APPOINTMENT LETTER

January 22, 2021

Dear JADA PAVAN KALYAN,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

### 1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

### 2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

### 3. Other Benefits:

You will also be eligible for:

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- a. Leave, holidays and working hours as applicable to your stream and location of posting.
- b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.
- c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.
- d. Leave Travel Assistance (LTA) as per the Company's policy.
- e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.
- f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.
- g. Please refer to the detailed policies in the Company's Intranet portal i.e. [mywipro.wipro.com](http://mywipro.wipro.com)

#### 4. Responsibilities:

- a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.
- b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.
- c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.
- d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

#### 5. Conflict of Interest:

- a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.
- b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.
- c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:
  - i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
  - ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
  - iii. Any existing employee to become associated with, or perform services of any type for any third party.
- d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

#### 6. Confidentiality:

- a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as

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may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

- b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

### 7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

### 8. Non Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ("Confidential Information"). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

### 9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and/or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

- a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.
- b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.
- c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.
- d. Your appointment shall be treated as withdrawn in case:
  - i. You have not scored minimum aggregate marks of 60% in your 10<sup>th</sup> Standard or equivalent education.
  - ii. You have not scored minimum aggregate marks of 60% in your 12<sup>th</sup> Standard or equivalent education.
  - iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
  - iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation and 60% in post-graduation.
  - v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

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**10. Training Agreement:**

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of at least 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall **be liable** to pay to the Company liquidated damages of up to Rs. 75,000/ (Rupees Seventy Five thousand only) in the manner defined in the training agreement, signed by you with the Company.

**11. Notice Period & Termination:**

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

**12. Pre Joining Program (PJP):**

During the time period between your offer and onboarding, the Company will provide you an online, self directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,  
For Wipro Limited,



**Aparna Shailen**  
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

**ANNEXURE I****DECLARATION ON CONFLICT OF INTEREST**

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

**Noted below are a few examples of conflict of interest:**

- a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or

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received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material

- b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.
- c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.
- d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.
- e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

#### **Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders**

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter as the 'Company') internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: [policyclearinghouse@wipro.com](mailto:policyclearinghouse@wipro.com).
2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:
  - a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.
  - b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.
  - c. Unauthorized disclosure or communication of UPSI.
  - d. Procuring any UPSI from others
3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on the employee will not be borne by the Company and the employee individually is responsible.
4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to [policyclearinghouse@wipro.com](mailto:policyclearinghouse@wipro.com).

#### **ANNEXURE II**

#### **PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000**

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I JADA PAVAN KALYAN, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

- validating my Curriculum Vitae and retaining records on the same for any future reference/verification;
- processing my job application including background verification checks;
- employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

### ANNEXURE III

#### SALARY OFFER SHEET

**Name:** JADA PAVAN KALYAN

**Position:** Project Engineer

**Career Group:** TRB - II

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,335
Bonus	2,331
Wipro Benefits Plan (WBP)	4,340
<b>Total Fixed Cash</b>	<b>24,680</b>
PF (Employer Contribution)	1,300
Gratuity (5.31% of Basic)	620
<b>Total Fixed Compensation</b>	<b>27,108</b>
<b>Other Compensation Benefits</b>	
Health benefit (Medical)	600
<b>Variable Pay</b>	
Target Variable Pay	1,459
<b>Target Cost to Company per month</b>	<b>29,167</b>
<b>Total Cost to Company per annum</b>	<b>3,50,004</b>

\*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, Project Engineers are also entitled to the following unique Company Benefits to help you manage during exigency

- Onetime interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
- Onetime interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
- Medical assistance of Rs. 15,000 per annum for employees who are not covered under the ESI scheme.
- Medical Insurance Coverage up to Rs 2lac per annum.

### ANNEXURE – IV

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**Bonus Details**

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings.

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

- I. The special bonus is subject to:
  - a. you being "active" in the services of the company through to retention date as applicable
  - b. your employment has not been terminated for poor performance or for cause prior to retention date
  - c. you have not resigned voluntarily or abandoned your job as of the retention date
- II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.
- III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts.
- IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy.
- V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.
- VI. You shall keep the contents of this letter confidential.

**ANNEXURE – V**

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

**ANNEXURE – VI****Variable Pay - A BRIEF OVERVIEW**

**Variable Pay Policy Summary & Computation:**



[https://wipro.cims.com/forms?module=Forms&action=showForm&view=htm&form=Elite\\_Offer\\_letter\\_template\\_2022&user=2...](https://wipro.cims.com/forms?module=Forms&action=showForm&view=htm&form=Elite_Offer_letter_template_2022&user=2...)

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->variable Pay Policy FY 2021-22

### SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

#### **Basic, Additional Allowance and Bonus**

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

#### **House Rental Allowance:**

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

#### **Wipro Benefit Plan (WBP):**

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

#### **1. Leave Travel Allowance:**

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to [myWipro](#) on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

#### **2. Telephone/Mobile Phone Allowances:**

The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exemption up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

#### **3. Non-transferable Meal card:**

An amount of Rs. 1100 / 7,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

#### **4. Education Allowance:**

An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

#### **5. New Pension System:**

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[https://wipro.cims.com/forms?module=Forms&action=showForm&view=htm&form=Elite\\_Offer\\_letter\\_template\\_2022&user=2...](https://wipro.cims.com/forms?module=Forms&action=showForm&view=htm&form=Elite_Offer_letter_template_2022&user=2...)

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments

### **Retirement Benefits:**

It consists of:

- a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000 Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm
- b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

### **Travel, Accommodation, Food & Other Miscellaneous Expenses**

#### **Travel**

- a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount
- b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

#### **Accommodation, Food & other Miscellaneous Expenses**

- a. You would be entitled for Rs.1000 per day for 0 days (total amount of Rs.0,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.
- b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:
  - i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses
- c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.
- d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

**Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.**

### **SUMMARY SOCIAL SECURITY & OTHER BENEFITS\***

#### **Medical**

1. **Medical Assistance Program (MAS)\*\*:** This is a medical scheme covering you, your spouse and your children to the extent of Rs 15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.
2. **Mediclaim:** You are eligible for a higher coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium, 10% of the claim amount has to be borne by you.

If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

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Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. **Annual Health check:** Company paid Annual health check-up program is available for employees above 40 years of age.

#### **Gratuity Benefit\*\*:** Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

#### **Survivor Benefit Pension Program\*\*:**

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic \* No of years to Retirement \* Grade Factor \* % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%\* x 80% = Rs. 6,180 per month as supplementary pension payable. \*Grade Factor is a band specific predefined pension Accrual rate.

#### **Loans:**

**Interest Free Loan:** An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

**Contingency Loan:** An interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

\*\* These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

#### **1. Your Life and Accident Cover :**

- a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.
- b. Group Term Life Insurance: Rs. 14,00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies -> India > My Financials -> Group Life Insurance/ Personal Accident.

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

#### **2. Voluntary Superannuation Policy (VSS)**

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSP's to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return. range of fund options to suit your risk appetite

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[https://wipro.cims.com/forms?module=Forms&action=showForm&view=itm&form=Elite\\_Offer\\_letter\\_template\\_2022&user=2...](https://wipro.cims.com/forms?module=Forms&action=showForm&view=itm&form=Elite_Offer_letter_template_2022&user=2...)

& transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

Accept  Decline

**Signature** JADA PAVAN KALYAN, 22/1/2021 1:17 PM  
(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

**Wipro Limited** T :+91 (80) 2844 0011  
Doddakannelli F :+91 (80) 2844 0054  
Sarjapur Road F :info@wipro.com  
Bengaluru W :wipro.com  
560 035  
India C :L32\*02KA1046PLC020803

22993000





August 19, 2021

HRD/3T/1002861317/21-22

Ms. Kalla Syama Latha  
ANITS,  
Sangivalasa,  
Visakhapatnam-531162  
India

Ph: +91-8919865395

Dear Kalla,

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: 2021.08.19.10:43:56.11 IST  
Reason: Digitally Signed  
Location: Bangalore

INFOSYS LIMITED  
CTN: T.85110KA19R1PLC013115  
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Electronics City, Hosur Road  
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T 91 80 2852 0261  
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askus@infosys.com  
www.infosys.com



August 19, 2021

HRD/1002361317/21-22

Ms. Kalla Syama Latha  
ANITS,  
Sangivalasa,  
Visakhapatnam-531162  
India

Ph: +91-8919865395

Dear Kalla,

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:

**Definition**

The following terms shall have the following meanings for the purpose of this Offer of Employment ("Offer Letter" hereinafter).

"Affiliates" means any entity that controls, is controlled by, or is under common control with the Company.

"Company" refers to Infosys Limited.

"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" shall mean and include all the training that shall be imparted to you on joining the Company.

**Joining**

Your scheduled date of joining the employment of the Company will be 24-Oct-2021.

**Location**

Your location for employment is **MYSORE, India**.

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 Letter, hereby give your irrevocable consent to the above.

**Training**

You recognize and accept that at the time of appointment as Systems Engineer Trainee, except exposure to academic knowledge, you have received no formal, effective, technical or practical training to independently function as a Systems Engineer Trainee who is commercially viable to the Company. You further recognize and accept that prior to and at the time of joining the Company, you have not been exposed to and, therefore, have not acquired any management or communication skills, which are essential for performance of duties by you which meet the current business needs, parameters, standards and efficiency levels required by the Company.

Therefore, you would need to undergo the Training program at the Company. The Training program may consist of classroom/virtual training and/or on-the-job training. The duration of the Training will be based on the business requirements of the Company

**Terms and Conditions during Training**

You are aware that the Company would be expending substantial sums of money and incurring costs, expenses, man hours etc. in the process of selecting and appointing you as Systems Engineer Trainee and thereafter imparting Training to you.

You further accept, agree and admit that the nature, quality, intensity and content of Training to be imparted by the Company is not available or imparted by any other company of a similar nature. The Training is designed to satisfy the exclusive requirements of the Company.

You admit and recognize that the technical and management Training involves substantial Training costs, man hours, resource utilization and is the result of the Company's pro-active policies in encouraging leadership qualities.

You recognize and accept that the Company would suffer substantial financial loss, inconvenience, loss of resources, man hours, etc., in the event you fail to complete the Training and/or leave the Company during the Probation period.

You, therefore, agrees that in the event of you leaving the Company before completion of the Probation period with the Company for any reason whatsoever, you shall be liable to pay to the Company compensation /damages amounting to Rs. [1,00,000]/- (Rupees One Lakh).

You accept, agree and admit that the aforementioned amount is a genuine, fair and reasonable estimate of the damages, loss and expenses that the Company would suffer on providing you the Training and/or if you leave the Company during the Probation period.

You acknowledge that the failure to complete the Training successfully or leaving the Company within the Probation Period shall mean and include:





- a) Failure to complete the Training and/or the Probation Period by being absent for any reason(s) whatsoever from the Company;
- b) Leaving the Company for the purpose of higher studies, research, alternate employment, alternate training or any other purpose during the Probation period.
- c) Dismissal by the Company for any act of misconduct, indiscipline, absence, refusal to obey orders, breach of internal policies of the Company or unsatisfactory response from you during the Probation period.

Please be advised that you, by accepting this Offer Letter, hereby give your irrevocable consent to the above.

#### **Probation and Confirmation**

You will be on training / probation for a period of 18 (Eighteen) months from the date of joining the Company. On successful completion of your training / 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 (Fifteen) working days of earned leave annually, for the first two years of your tenure with the Company. On completion of two years of service, subject to your confirmation as a permanent employee you will be eligible for 20 (Twenty) 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.

#### **Increments and Promotions**

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

#### **Transfer**

Your services can be transferred to any of our units / departments situated anywhere in India or abroad. At such time compensation applicable to a specific location will be payable to you.





## **Compensation and Benefits**

### **Salary**

Your total gross salary during the first six months from the date of joining will be INR 25,000 per month and Total Gross Salary post successful completion of six months 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.

The effective date of the revised salary will be the 1st of the month succeeding the month in you have completed 6 months.

### **Performance-linked Incentive**

You will be eligible for a Performance-linked Incentive (PI) upon successful completion of six months from the Date of Joining, to a maximum of 20% of your Fixed Gross Salary, based on your performance during the six months period.

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 and Annexure - II of this letter. The mode of payment for Financial Year 2020 - 21 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.

**Passport & Driving License**

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining the Company. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

**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 you having fully completed your graduation/post-graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2020-21. These eligibility criteria for the Role of a Systems Engineer, has already been clearly communicated to you and your college during the selection process. You will 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 produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.





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

INFOSYS LIMITED  
CTN: T.85110KA19R1PLC.013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T 91 80 2852 0261  
F 91 80 2852 0362  
askus@infosys.com  
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**ANNEXURE 1**  
(Compensation during the first six months from the Date of Joining)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. Kalla Syama Latha			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
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)				1,500
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>TOTAL GROSS SALARY</b>				<b>25,000</b>
<b>OTHER BENEFITS</b>				
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				



**ANNEXURE II**  
(Compensation post successful completion of six months)

COMPENSATION DETAILS (All figures in INR per month)			
NAME:	Ms. Kalla Syama Latha		
ROLE	Systems Engineer		
ROLE DESIGNATION	Systems Engineer Trainee		
<b>1. MONTHLY COMPONENTS</b>			
BASIC SALARY			15,000
BASKET OF ALLOWANCES			4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)			2,850
<b>MONTHLY GROSS SALARY</b>			<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>			
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
<b>3. RETIRAL BENEFITS</b>			
PROVIDENT FUND - 12% of Basic Salary			1,800
GRATUITY - 4.81% of Basic Salary*			722
<b>FIXED GROSS SALARY (1+2+3)</b>			<b>25,000</b>
<b>4. INCENTIVE COMPONENTS</b>			
	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
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>			<b>26,250</b>
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)</b>			<b>27,500</b>
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>			<b>30,000</b>
<b>OTHER BENEFITS</b>			
Scheme	Eligible Amount In INR	Interest	Monthly Instalments
<b>SALARY LOAN</b> (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12
			Margin Money (To be borne by the employee)
			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			

*Company Confidential - This communication is confidential between you and Infosys Limited*



August 19, 2021

HRD/3T/1002861317/21-22

Mr. Kolagatla Sairam  
ANITS,  
Sangivalasa,  
Visakhapatnam-531162  
India

Ph: +91-8919865395

Dear Kolagatla,

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: 2021.08.19 07:56:11 IST  
Reason: Digitally Signed  
Location: Bangalore

INFOSYS LIMITED  
CTN: T.85110KA1981PLC.013115  
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





August 19, 2021

HRD/1002361317/21-22

Mr. Kolagatla Sairam  
ANITS,  
Sangivalasa,  
Visakhapatnam-531102  
India

Ph: +91-8919865395

Dear Kolagatla,

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:

**Definition**

The following terms shall have the following meanings for the purpose of this Offer of Employment ("Offer Letter" hereinafter).

"Affiliates" means any entity that controls, is controlled by, or is under common control with the Company.

"Company" refers to Infosys Limited.

"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" shall mean and include all the training that shall be imparted to you on joining the Company.

**Joining**

Your scheduled date of joining the employment of the Company will be 24-Oct-2021.

**Location**

Your location for employment is **MYSORE, India**.

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 Letter, hereby give your irrevocable consent to the above.



### **Training**

You recognize and accept that at the time of appointment as Systems Engineer Trainee, except exposure to academic knowledge, you have received no formal, effective, technical or practical training to independently function as a Systems Engineer Trainee who is commercially viable to the Company. You further recognize and accept that prior to and at the time of joining the Company, you have not been exposed to and, therefore, have not acquired any management or communication skills, which are essential for performance of duties by you which meet the current business needs, parameters, standards and efficiency levels required by the Company.

Therefore, you would need to undergo the Training program at the Company. The Training program may consist of classroom/virtual training and/or on-the-job training. The duration of the Training will be based on the business requirements of the Company

### **Terms and Conditions during Training**

You are aware that the Company would be expending substantial sums of money and incurring costs, expenses, man hours etc. in the process of selecting and appointing you as Systems Engineer Trainee and thereafter imparting Training to you.

You further accept, agree and admit that the nature, quality, intensity and content of Training to be imparted by the Company is not available or imparted by any other company of a similar nature. The Training is designed to satisfy the exclusive requirements of the Company.

You admit and recognize that the technical and management Training involves substantial Training costs, man hours, resource utilization and is the result of the Company's pro-active policies in encouraging leadership qualities.

You recognize and accept that the Company would suffer substantial financial loss, inconvenience, loss of resources, man hours, etc., in the event you fail to complete the Training and/or leave the Company during the Probation period.

You, therefore, agrees that in the event of you leaving the Company before completion of the Probation period with the Company for any reason whatsoever, you shall be liable to pay to the Company compensation /damages amounting to Rs. [1,00,000/-] (Rupees One Lakh).

You accept, agree and admit that the aforementioned amount is a genuine, fair and reasonable estimate of the damages, loss and expenses that the Company would suffer on providing you the Training and/or if you leave the Company during the Probation period.

You acknowledge that the failure to complete the Training successfully or leaving the Company within the Probation Period shall mean and include:



- a) Failure to complete the Training and/or the Probation Period by being absent for any reason(s) whatsoever from the Company;
- b) Leaving the Company for the purpose of higher studies, research, alternate employment, alternate training or any other purpose during the Probation period.
- c) Dismissal by the Company for any act of misconduct, indiscipline, absence, refusal to obey orders, breach of internal policies of the Company or unsatisfactory response from you during the Probation period.

Please be advised that you, by accepting this Offer Letter, hereby give your irrevocable consent to the above.

#### **Probation and Confirmation**

You will be on training / probation for a period of 18 (Eighteen) months from the date of joining the Company. On successful completion of your training / 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 (Fifteen) working days of earned leave annually, for the first two years of your tenure with the Company. On completion of two years of service, subject to your confirmation as a permanent employee you will be eligible for 20 (Twenty) 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.

#### **Increments and Promotions**

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

#### **Transfer**

Your services can be transferred to any of our units / departments situated anywhere in India or abroad. At such time compensation applicable to a specific location will be payable to you.





## **Compensation and Benefits**

### **Salary**

Your total gross salary during the first six months from the date of joining will be INR 25,000 per month and Total Gross Salary post successful completion of six months 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.

The effective date of the revised salary will be the 1st of the month succeeding the month in you have completed 6 months.

### **Performance-linked Incentive**

You will be eligible for a Performance-linked Incentive (PI) upon successful completion of six months from the Date of Joining, to a maximum of 20% of your Fixed Gross Salary, based on your performance during the six months period.

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 and Annexure - II of this letter. The mode of payment for Financial Year 2020 - 21 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.

### **Passport & Driving License**

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining the Company. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

### **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 you having fully completed your graduation/post-graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2020-21. These eligibility criteria for the Role of a Systems Engineer, has already been clearly communicated to you and your college during the selection process. You will 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 produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.



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

INFOSYS LIMITED  
CTN: T.85110KA19R1PLC.013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T 91 80 2852 0261  
F 91 80 2852 0362  
askus@infosys.com  
www.infosys.com





**ANNEXURE 1**  
(Compensation during the first six months from the Date of Joining)

COMPENSATION DETAILS (All figures in INR per month)				
NAME:	Mr. Kolagatla Sairam			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
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)				1,500
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>TOTAL GROSS SALARY</b>				<b>25,000</b>
<b>OTHER BENEFITS</b>				
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				



**ANNEXURE II**  
(Compensation post successful completion of six months)

<b>COMPENSATION DETAILS</b> (All figures in INR per month)			
NAME:	Mr. Kolagatla Sairam		
ROLE	Systems Engineer		
ROLE DESIGNATION	Systems Engineer Trainee		
<b>1. MONTHLY COMPONENTS</b>			
BASIC SALARY			15,000
BASKET OF ALLOWANCES			4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)			2,850
<b>MONTHLY GROSS SALARY</b>			<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>			
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
<b>3. RETIRAL BENEFITS</b>			
PROVIDENT FUND - 12% of Basic Salary			1,800
GRATUITY - 4.81% of Basic Salary*			722
<b>FIXED GROSS SALARY (1+2+3)</b>			<b>25,000</b>
<b>4. INCENTIVE COMPONENTS</b>			
	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
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>			<b>26,250</b>
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)</b>			<b>27,500</b>
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>			<b>30,000</b>
<b>OTHER BENEFITS</b>			
Scheme	Eligible Amount In INR	Interest	Monthly Instalments
<b>SALARY LOAN</b> (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12
			<b>Margin Money</b> (To be borne by the employee)
			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			

*Company Confidential - This communication is confidential between you and Infosys Limited*



HRD/NOBA/1004300419

May 24, 2021

Ms Malle Mogga Vineetha  
ANITS,  
Sangivalasa,  
Vishakhapatnam - 531162  
Andhra Pradesh  
India

Dear Mallemoggala,

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

INFOSYS LIMITED  
CIN: LE5110KA1981PLC013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T 91 00 2052 0281  
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[eshus@infosys.com](mailto:eshus@infosys.com)  
[www.infosys.com](http://www.infosys.com)



HRD/NOBA/1004300419

May 24, 2021

Ms. Mallemoggala Vinetta  
 ANITS,  
 Sangivalasa  
 Vishakhapatnam - 531162  
 Andhra Pradesh  
 India

Dear Mallemoggala,

Congratulations! We are delighted to make you an offer as **Digital Specialist Engineer** and your role is **Digital Specialist Engineer**.

Here are the terms and conditions of our offer:

### Joining

Your scheduled date of employment with us will be June 2, 2021.

### Location

Your location of training is **Mysore, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates\* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

\* For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.

### Training Period:

The training program will consist of classroom training and on-the-job training. The duration of the classroom 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 six 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 - III.

Company Confidential - This communication is confidential between you and Infosys Limited

Page 1 of 1





### Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of leave annually, during probation. On confirmation, 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 financial 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 **Digital Specialist 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 Fixed Gross Salary will be INR 52,084 per month. The break-up of your salary has been provided in the Compensation Details sheet at Annexure - I.

#### 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 - III 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 5,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of INR 62,00,000 of which INR 32,00,000 is covered towards natural death, and INR 30,00,000 towards an accidental death. All employees become members of Infosys Welfare Trust, by one time payment of INR 250 and fixed monthly contribution of INR 250.

The details of the Scheme would be available to you when you join the Company.

### Notice period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training / employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three months' 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 **Digital Specialist 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, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

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 - II).





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: 20-05-2021, 20 21

\_\_\_\_\_  
Sign your name

MALLEMUGGALA VINEETHA      Visakhapatnam  
Print your name                      Location





## ANNEXURE -I

COMPENSATION DETAILS (All figures in INR, per month)	
NAME	Mr. Mallemoggala Vineetha
ROLE	Digital Specialist Engineer
ROLE DESIGNATION	Digital Specialist Engineer
<b>1. MONTHLY COMPONENTS</b>	
BASIC SALARY	26,050
BASKET OF ALLOWANCES	16,445
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	4,949
MONTHLY GROSS SALARY	47,444

<b>2. ANNUAL COMPONENT</b>	
BONUS / EX-GRATIA - (Balance 5% will be paid out at the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	261

<b>3. RETIRAL BENEFITS</b>	
PROVIDENT FUND 12% of Basic Salary	3,126
GRATUITY 4.81% of Basic Salary *	1,253
FIXED GROSS SALARY (1+2+3)	62,084

TOTAL GROSS SALARY	62,084
--------------------	--------

OTHER BENEFITS				
Scheme	Eligible Amount in INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SOFT LOAN	Fifty thousand (With Security)	@ 5%	24	Nil
	Twenty-five thousand (Without Security)			
SALARY LOAN	One Month's Gross Salary	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.				



**ANNEXURE II**

**NON COMPETE AGREEMENT**

I, **MAI MALLEMOGGA VINETHA** hereby acknowledge and confirm the following:

(1) I am accepting employment with Infosys Limited ("Infosys"). Now, as per the presents below, I agree to the following terms herein, and acknowledge that this is a material condition of my employment with Infosys Limited.

(2) I am required, on behalf of Infosys, to provide services to, or solicit business from, various clients of Infosys for whom I performed services as a Company employee (each such client hereinafter referred to as a "Customer").

(3) In consideration of the above, I agree that for a period of six (6) months following the termination of my employment with Infosys for any reason, I will not:

a. accept any offer of employment from any Customer, where I had worked in a professional capacity with that Customer in the twelve (12) months immediately preceding the termination of my employment with Infosys;

b. accept any offer of employment from a Named Competitor of Infosys, if my employment with such Named Competitor would involve me having to work with a Customer with whom I had worked in the twelve (12) months immediately preceding the termination of my employment with Infosys.

For the purpose of this Non-Compete Agreement, "Named Competitor" shall mean the following entities and their wholly owned subsidiaries:-

- i. Tata Consultancy Services Limited
- ii. Accenture Limited
- iii. International Business Machines Corporation
- iv. Cognizant Technology Solutions Corporation
- v. Wipro Limited

Place: Visakhapatnam

Employee Signature: M VINETHA

Date: 26-05-2021

Employee Name: Ms. Mallemoggala Vineetha

Acknowledged by Infosys Limited:





HRD/NOBA/1004300419

May 24, 2021

Mr.Nadupuri Rajendra  
ANITS,  
Sangivalasa,  
Vishakhapatnam - 531162  
Andhra Pradesh  
India

Dear Nadupuri,

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

INFOSYS LIMITED  
CIN: LE5110KA1981PLC013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T 91 00 2052 0281  
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[eshus@infosys.com](mailto:eshus@infosys.com)  
[www.infosys.com](http://www.infosys.com)



HRD/NOBA/1004300419

May 24, 2021

Mr. Nadupuri Rajendra  
ANITS,  
Sangivalasa  
Vishakhapatnam - 531162  
Andhra Pradesh  
India

Dear Nadupuri,

Congratulations! We are delighted to make you an offer as **Digital Specialist Engineer** and your role is **Digital Specialist Engineer**.

Here are the terms and conditions of our offer:

### Joining

Your scheduled date of employment with us will be June 2, 2021.

### Location

Your location of training is **Mysore, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates\* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

\* For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.

### Training Period:

The training program will consist of classroom training and on-the-job training. The duration of the classroom 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 six 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 - III.

Company Confidential - This communication is confidential between you and Infosys Limited

Page 1 of 7





## Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of leave annually, during probation. On confirmation, 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 financial 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 **Digital Specialist 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 Fixed Gross Salary will be INR 52,084 per month. The break-up of your salary has been provided in the Compensation Details sheet at Annexure – I.

### 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 - III 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 5,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of INR 62,00,000 of which INR 32,00,000 is covered towards natural death, and INR 30,00,000 towards an accidental death. All employees become members of Infosys Welfare Trust, by one time payment of INR 250 and fixed monthly contribution of INR 250.

The details of the Scheme would be available to you when you join the Company.

### Notice period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training / employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three months' 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 **Digital Specialist 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, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

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 - II).





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: 20-05-2021, 20 21

N. RAJENDRA  
Sign your name

NAJUPURI RAJENDRA                      Visakhapatnam  
Print your name                              Location





## ANNEXURE -I

COMPENSATION DETAILS (All figures in INR, per month)				
NAME	Mr. Nadupuri Rajendra			
ROLE	Digital Specialist Engineer			
ROLE DESIGNATION	Digital Specialist Engineer			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				26,050
BASKET OF ALLOWANCES				16,445
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				4,949
MONTHLY GROSS SALARY				47,444
<b>2. ANNUAL COMPONENT</b>				
BONUS / EX-GRATIA - (Balance 5% will be paid out at the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)				261
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND 12% of Basic Salary				3,126
GRATUITY 4.81% of Basic Salary *				1,253
FIXED GROSS SALARY (1+2+3)				62,084
<b>TOTAL GROSS SALARY</b>				
				62,084
<b>OTHER BENEFITS</b>				
Scheme	Eligible Amount in INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SOFT LOAN	Fifty thousand (With Security)	@ 5%	24	Nil
	Twenty-five thousand (Without Security)			
SALARY LOAN	One Month's Gross Salary	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.				



**ANNEXURE II**

**NON COMPETE AGREEMENT**

I, NADUPURI RAJENDRA hereby acknowledge and confirm the following:

(1) I am accepting employment with Infosys Limited ("Infosys"). Now, as per the presents below, I agree to the following terms herein, and acknowledge that this is a material condition of my employment with Infosys Limited.

(2) I am required, on behalf of Infosys, to provide services to, or solicit business from, various clients of Infosys for whom I performed services as a Company employee (each such client hereinafter referred to as a "Customer").

(3) In consideration of the above, I agree that for a period of six (6) months following the termination of my employment with Infosys for any reason, I will not:

a. accept any offer of employment from any Customer, where I had worked in a professional capacity with that Customer in the twelve (12) months immediately preceding the termination of my employment with Infosys;

b. accept any offer of employment from a Named Competitor of Infosys, if my employment with such Named Competitor would involve me having to work with a Customer with whom I had worked in the twelve (12) months immediately preceding the termination of my employment with Infosys.

For the purpose of this Non-Compete Agreement, "Named Competitor" shall mean the following entities and their wholly owned subsidiaries:-

- i. Tata Consultancy Services Limited
- ii. Accenture Limited
- iii. International Business Machines Corporation
- iv. Cognizant Technology Solutions Corporation
- v. Wipro Limited

Place: Visakhapatnam

Employee Signature: N RAJENDRA

Date: 26-05-2021

Employee Name: Mr. Nadupuri Rajendra

Acknowledged by Infosys Limited:





August 19, 2021

HRD/3T/1002861317/21-22

Mr. Venkumahanti Sai Tarun  
ANITS,  
Sangivalasa,  
Visakhapatnam-531162  
India

Ph: +91-8919865395

Dear Venkumahanti,

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: 2021.08.19.05:56:11 IST  
Reason: Digital Signature  
Location: Bangalore

INFOSYS LIMITED  
CTN: T.85110KA19R1PLC013115  
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



August 19, 2021

HRD/1002361317/21-22

Mr. Venkumahanti Sai Tarun  
ANITS,  
Sangivalasa,  
Visakhapatnam-531162  
India

Ph: +91-8919865395

Dear Venkumahanti,

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:

**Definition**

The following terms shall have the following meanings for the purpose of this Offer of Employment ("Offer Letter" hereinafter).

"Affiliates" means any entity that controls, is controlled by, or is under common control with the Company.

"Company" refers to Infosys Limited.

"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" shall mean and include all the training that shall be imparted to you on joining the Company.

**Joining**

Your scheduled date of joining the employment of the Company will be 24-Oct-2021.

**Location**

Your location for employment is **MYSORE, India**.

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 Letter, hereby give your irrevocable consent to the above.



**Training**

You recognize and accept that at the time of appointment as Systems Engineer Trainee, except exposure to academic knowledge, you have received no formal, effective, technical or practical training to independently function as a Systems Engineer Trainee who is commercially viable to the Company. You further recognize and accept that prior to and at the time of joining the Company, you have not been exposed to and, therefore, have not acquired any management or communication skills, which are essential for performance of duties by you which meet the current business needs, parameters, standards and efficiency levels required by the Company.

Therefore, you would need to undergo the Training program at the Company. The Training program may consist of classroom/virtual training and/or on-the-job training. The duration of the Training will be based on the business requirements of the Company.

**Terms and Conditions during Training**

You are aware that the Company would be expending substantial sums of money and incurring costs, expenses, man hours etc. in the process of selecting and appointing you as Systems Engineer Trainee and thereafter imparting Training to you.

You further accept, agree and admit that the nature, quality, intensity and content of Training to be imparted by the Company is not available or imparted by any other company of a similar nature. The Training is designed to satisfy the exclusive requirements of the Company.

You admit and recognize that the technical and management Training involves substantial Training costs, man hours, resource utilization and is the result of the Company's pro-active policies in encouraging leadership qualities.

You recognize and accept that the Company would suffer substantial financial loss, inconvenience, loss of resources, man hours, etc., in the event you fail to complete the Training and/or leave the Company during the Probation period.

You, therefore, agrees that in the event of you leaving the Company before completion of the Probation period with the Company for any reason whatsoever, you shall be liable to pay to the Company compensation /damages amounting to Rs. [1,00,000]/- (Rupees One Lakh).

You accept, agree and admit that the aforementioned amount is a genuine, fair and reasonable estimate of the damages, loss and expenses that the Company would suffer on providing you the Training and/or if you leave the Company during the Probation period.

You acknowledge that the failure to complete the Training successfully or leaving the Company within the Probation Period shall mean and include:



- a) Failure to complete the Training and/or the Probation Period by being absent for any reason(s) whatsoever from the Company;
- b) Leaving the Company for the purpose of higher studies, research, alternate employment, alternate training or any other purpose during the Probation period.
- c) Dismissal by the Company for any act of misconduct, indiscipline, absence, refusal to obey orders, breach of internal policies of the Company or unsatisfactory response from you during the Probation period.

Please be advised that you, by accepting this Offer Letter, hereby give your irrevocable consent to the above.

#### **Probation and Confirmation**

You will be on training / probation for a period of 18 (Eighteen) months from the date of joining the Company. On successful completion of your training / 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 (Fifteen) working days of earned leave annually, for the first two years of your tenure with the Company. On completion of two years of service, subject to your confirmation as a permanent employee you will be eligible for 20 (Twenty) 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.

#### **Increments and Promotions**

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

#### **Transfer**

Your services can be transferred to any of our units / departments situated anywhere in India or abroad. At such time compensation applicable to a specific location will be payable to you.



## **Compensation and Benefits**

### **Salary**

Your total gross salary during the first six months from the date of joining will be INR 25,000 per month and Total Gross Salary post successful completion of six months 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.

The effective date of the revised salary will be the 1st of the month succeeding the month in you have completed 6 months.

### **Performance-linked Incentive**

You will be eligible for a Performance-linked Incentive (PI) upon successful completion of six months from the Date of Joining, to a maximum of 20% of your Fixed Gross Salary, based on your performance during the six months period.

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 and Annexure - II of this letter. The mode of payment for Financial Year 2020 - 21 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.

**Passport & Driving License**

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining the Company. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

**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 you having fully completed your graduation/post-graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2020-21. These eligibility criteria for the Role of a Systems Engineer, has already been clearly communicated to you and your college during the selection process. You will 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 produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.



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





**ANNEXURE 1**  
(Compensation during the first six months from the Date of Joining)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Mr. Venkumahanti Sai Tarun			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
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)				1,500
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>TOTAL GROSS SALARY</b>				<b>25,000</b>
<b>OTHER BENEFITS</b>				
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				





**ANNEXURE II**  
(Compensation post successful completion of six months)

COMPENSATION DETAILS (All figures in INR per month)			
NAME	Mr. Venkumahanti Sai Tarun		
ROLE	Systems Engineer		
ROLE DESIGNATION	Systems Engineer Trainee		
<b>1. MONTHLY COMPONENTS</b>			
BASIC SALARY			15,000
BASKET OF ALLOWANCES			4,178
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)			2,850
<b>MONTHLY GROSS SALARY</b>			<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>			
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
<b>3. RETIRAL BENEFITS</b>			
PROVIDENT FUND - 12% of Basic Salary			1,800
GRATUITY - 4.81% of Basic Salary*			722
<b>FIXED GROSS SALARY (1+2+3)</b>			<b>25,000</b>
<b>4. INCENTIVE COMPONENTS</b>			
	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
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>			<b>26,250</b>
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)</b>			<b>27,500</b>
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>			<b>30,000</b>
<b>OTHER BENEFITS</b>			
Scheme	Eligible Amount In INR	Interest	Monthly Instalments
<b>SALARY LOAN</b> (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12
			Margin Money (To be borne by the employee)
			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			

Company Confidential - This communication is confidential between you and Infosys Limited



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317126520002

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203505990/Hyderabad**  
**Date: 11/01/2021**

Mr. Vishnu Alluri  
5-17/1Vilas Khan Palem,  
Bhandevupuram,  
Visakhapatnam-535250,  
Andra Pradesh.  
Tel# 91-7036960652

Dear Vishnu Alluri,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/- per annum**, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

**TCS Confidential**  
**TCSL/CT20203505990**

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6567 2000 Fax: 91 40 6567 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 023  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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317126520005

**Activation mail - Login and other details from CHEGG**

1 message

Nilima Vedlamani <nilima.v@chegg.com>  
To: bswar619@gmail.com <bswar619@gmail.com>

Fri, Nov 29, 2019

Dear Boddu Eswar Venkat Sai,  
Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

**How to start working?**

- Open <http://www.chegg.com/my/experts> and sign in with your credentials:
  - Login ID: bswar619@gmail.com
  - Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 2019-11-20 20:06

Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.  
If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard (visit) through [here](#).

**Compensation:**

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us


We value your time and want to resolve your queries at the earliest. Click [here](#) to visit our self-help section for faster query resolution.  
If you still did not receive an answer to your query, you may submit a [support ticket](#)

You will also be added to a WhatsApp group of expert answerers.

Thanks & Regards,


 [cid:image001.png@01D49D47.2A899030](#)


Expert Hiring Team

 [esw\\_suption@chegg.com](mailto:esw_suption@chegg.com)

Chegg India Pvt. Ltd. | [www.cheggindia.com](http://www.cheggindia.com)

EA Testimonials:

 <https://desk.zoho.com/support/ImageDisplay?downloadType=uploadedFile&fileName=7342521604824.png&blockid=f6bba4db2b0e89549ee650b62482377e4c15d3248e4878&id=01187ed960e2170242ad79f93f757e6&mo>  
Chegg India

 <https://desk.zoho.com/support/ImageDisplay?downloadType=uploadedFile&fileName=1542529260026.png&blockid=f650ee4eb3b0e895d2170e40a1c73e7ee5e1a9e87e6342e2&cgid=01f32e0968e2170242ac79f93f757e6&mo>  
Chegg India

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Like Chegg India on  [cid:image006.png@01D69AF7.92552100](#) Facebook



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31712652-0007

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20206907832/Hyderabad**  
**Date: 11/01/2021**

Ms. Bindu Madhavi Bora  
H-414-BPondara Veedhi,  
Balaga,  
Srikakulam-532001,  
Andhra Pradesh.  
Tel# -

Dear Bindu Madhavi Bora,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

**TCS Confidential**  
**TCSL/DT20206907832**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6657 2000 Fax: 91 40 6657 2222 Website: www.tcs.com

Registered Office: Normal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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**OFFER CUM APPOINTMENT LETTER FOR FIXED-TERM EMPLOYMENT**

Botta Bhaskara Aditya Sai yeswanth  
D/no.10-9-4/1, Ramnagar  
Visakhapatnam – 530002  
AP  
IN

Dear Botta Bhaskara Aditya,

On behalf of **Amazon Development Centre (India) Private Limited**, a company incorporated under the laws of India, having its registered office at # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055, Karnataka India (hereinafter the "Company" or "Amazon India"), we are very pleased to issue this Offer cum Appointment Letter for Fixed-Term Employment (hereinafter the "Offer cum Appointment Letter") the position of **Transportation Specialist, ROC at Hyderabad, India.**

Your employment with the Company will be subject to your acceptance of this Offer cum Appointment Letter and the terms and conditions set forth hereinbelow. If you wish to accept employment with the Company, please convey your acceptance in the manner provided for by the Company. The offer of employment contained in this Offer cum Appointment Letter will expire if you have not accepted the same on or before **2 business days.**

Upon your acceptance of the offer herein, this Offer cum Appointment Letter shall form the employment contract that is a valid and binding agreement of employment between Amazon India and you, and you shall be bound by the terms and conditions stipulated herein below.

**1. Date of Commencement**

Your fixed-term employment with Amazon India will commence on **23-Aug-2021** and shall end as per the provisions contained in Section 14 herein below.

**2. Probation**

You shall be on probation for a period of 3 months ("Probation Period") from the date of joining. Your performance will be reviewed and evaluated at regular intervals during the Probation

REGISTERED OFFICE : # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road,  
Malleshwaram (W) Bangalore - 560 055, Karnataka India

Tel. : + 91 - 80 - 6787 3000, Fax : +91 - 80 - 9007 1031 / 33 CIN :  
U72200KA2004FTC034233



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317126520012

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203500627/Hyderabad**  
**Date: 11/01/2021**

Ms. Chandana Landa  
2-112-22/1 Bindranagar,  
Madhurawada,  
Visakhapatnam-530041,  
Andhra Pradesh.  
Tel# 91-9603546784

Dear Chandana Landa,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Deccanperk, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2322 Website: www.tcs.com

Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com

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317126520013

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20192658717/Hyderabad**  
**Date: 11/01/2021**

Mr. Venkata Sai Shashidhar Dasika  
1-8Brahmins Street, Srikipalem, Alamanda(Rs) (Po), Jami,  
Beside Shivalayam,  
Vizianagaram-535240,  
Andhra Pradesh.  
Tel# 91-9440872142

Dear Venkata Sai Shashidhar Dasika,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within **7 Days**, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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**TCSL/CT20192658717**

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**TATA CONSULTANCY SERVICES**

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TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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317126590013

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To,

Name : Venkata Sai Shashidhar Dasika

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Venkata Sai Shashidhar Dasika,

This confirms you have cleared the **initial interview** process. Your **journey** for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand **revoked**.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
  - The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
    - Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
    - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
    - On successful completion of the program and clearance of the Technology fundamental





317126520014

## Activation mail - Login and other details from CHEGG

1 message

**Nilima Vadiamani** <nilima.v@chegg.com>

Mon 16 Dec, 2019 at 7:50 PM

To: muralimanoharvarma2000@gmail.com <muralimanoharvarma2000@gmail.com>

Dear Datla Murali Manohar Varma,

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

### How to start working?

- Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:
  - o Login ID: muralimanoharvarma2000@gmail.com
  - o Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 2019-20-11 18:43

—Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

### Compensation:

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. [Click here](#) to visit our self-help section for faster query resolution.



HRD/3T/1001722061/21-22

Mr. Dharmana Sai Simha Sumanth Naidu  
plotno 1  
prasanthi school arasavalli beside asiritalli temple  
Srikakulam-532001  
India

317126520015

Ph: +91-8897676092

Dear Dharmana,

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

INFOSYS LIMITED  
CIN: L85110KA1981PT.C013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T 91 80 2852 0261  
F 91 80 2852 0362  
askas@infosys.com  
www.infosys.com



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31/2/2021

HRD/3T/1001713686/21-22

Mr. Girish Doddi  
58-21-12/9, B-3, Apurva Enclave  
Apseb Colony, Butchirajupalem, Visakhapatnam  
Vishakhapatnam-530027  
India

Ph: +91-6309334220

Dear Girish,

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

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

Chandusoft Confidential



**OFFER LETTER**

317126520017

135

19.07.2021

To  
Durga Venkata Karthik Chippala  
D. NO: 2-3-4/34, Flat No: 111, MM towers, Ramanagar, Opp BHLL, Gajuwaka, VSKP- 530012


Dear Durga Venkata Karthik,

We are pleased to offer you a position as Junior Engineer-ITES in our Company. Your total CTC to the company is 137270(One Lac Thirty Seven Thousand Two Hundred and Seventy Only). Here is the compensation stack.

Compensation Stack		
Components	Monthly	Annual
(+) Basic Salary	4235	50818
(+) Flexible Benefits Pay (HRA, ITA, medical Allowance, & conveyance)	5352	64227
(+) Special Travel Allowance -VSEZ	1000	12000
<b>Gross Salary</b>	<b>10587</b>	<b>127045</b>
(-) Employee Contribution to PF ( 12% of Basic Salary)	508	6096
(-) Employee Contribution ESI ( 0.75% of the Salary)	79	953
<b>Possible Take Home salary (Subject to Tax Deductions, if any)</b>	<b>10000</b>	<b>119994</b>
(+) Company Contribution ESI ( 3.25% of the Salary)	344	4129
(+) Company Contribution to EPF ( 12% of Basic Salary)	508	6096
<b>Total Cost To Company ( CTC)</b>	<b>11439</b>	<b>137270</b>

Your first day of employment would be 21st July 2021. Offer not accepted within 2 days of receipt is liable to lapse at the discretion of the Company. On the joining date, you need to pay the refundable security deposit of 10,000/- to the company. Security deposit will be refunded back to you only if you follow the termination clause described in the Terms of Employment. By signing below, you not only accept the terms and conditions of this offer, but also represent to the Company that you are under no obligation or agreement that would legally prevent you from becoming an employee of Chandusoft.

We look forward for a long and successful association together towards success.  
For Chandusoft Technologies Pvt. Ltd.

  
Mrudula Sanapala - HR Manager

**Agreed and Accepted:**

I accept your offer as outlined in this letter, including any subsequent revisions, and I will be available to begin work at Chandusoft. I understand that this offer is contingent upon successful completion of reference checks and a background check if required.

Name: DURGA VENKATA KARTHIK CHIPPALA Signature: Ch. D.V. Karthik Date: 19/7/21

CSTU/2021/VSEZ/968

Page 1/3

Chandusoft Technologies Pvt Ltd.

11





93  
317126520019

**Ref: TCSL/CT20203558109/1429579/Hyderabad**  
**Date: 15 June 2021**

**MR. GADEPALLI AVINASH KUMAR**  
Flat No 202, Padam Garden Block Apartment , Road No 13,  
Kpr Colony, Hyderabad,  
Telangana-500089,  
Tel# 918801266288

**Sub: Joining Letter**

Dear Mr. Gadepalli Avinash Kumar,

We would like to take this opportunity to extend a very warm welcome to TATA Consultancy Services Limited (TCSL) family.

We are pleased to inform you that your joining date at TCSL will be **22nd July 2021** , your joining location is **Bangalore** , work location is **Bangalore** and your stream is **CBO** . This has been provided considering your preference and business requirements.

Your wellbeing is our utmost priority in the current COVID-19 pandemic scenario across India. Keeping this in mind, and the regulations enforced by various states at this point, we have internally enabled a virtual onboarding process for our future TCSers. For the Virtual Onboarding Process, **you will not be required to physically report at the TCS offices on the date of your joining** .

TCS XP HR Team will reach out to you over email in the next few days to guide you further on the virtual onboarding process and steps to be taken to prepare yourself for onboarding.

Congratulations on completing the first phase of your learning through TCS Xplore Program. We appreciate your passion towards learning which has helped you to perform well. You are now set to experience learning through our coveted TCS Xperience Program.

Private and Confidential

Page | 1

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Ltd

Peepul Park, Technopark Campus, Kariavattom P.O., Thiruvananthapuram - 695 581, Kerala, India  
Telephone : +91 471 6629400, Fax: +91 471 6629489, Website : www.tcs.com  
Registered Office : Nirmal Building, 9th Floor, Nariman Point, Mumbai - 400 021  
Corporate Identification Number (CIN): L22210MH1995PLC084781

12



317126520022

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203121290/Chennai**  
**Date: 26/08/2021**

Mr. Mallikarjun Tunish Sai Siva Jana  
50-42-23 Second Floor Opp Kaveri Kalyan Mandapam Sithammadhara,  
Near Nri Hospital,  
Visakhapatnam-530013,  
Andhra Pradesh.  
Tel# 91-8519886776

Dear Mallikarjun Tunish Sai Siva Jana,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore/ TCS Xperience (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

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TCSL/CT20203121290

1

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Madhavai, Chennai 600 119 Tamil Nadu, India  
Tel: 91 44 6616 2212 Fax: 91 44 66 16 2135 Website: [www.tcs.com](http://www.tcs.com)  
Registered Office: Kharafi Building, 9th Floor, Narayan Point, Mumbai 400 031  
TCS Career Services: 1 800 204 3111 Email: [careers@tcs.com](mailto:careers@tcs.com)



31712652002-4

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20207096839/Hyderabad**  
**Date: 11/01/2021**

Ms. Kamireddi Bhuvaneshwari  
99-1,Settipalem (V)Settipalem (V),Makavarapalem (M),Bbpalem(P),  
Settipalem,  
Visakhapatnam-531113,  
Andhra Pradesh.  
Tel# 91-9652694073

Dear Kamireddi Bhuvaneshwari,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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**TCSL/DT20207096839**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com

1

14





97  
3171 2652 0028

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203493691/Hyderabad**  
**Date: 11/01/2021**

Mr. Sandeep Kodamanchili  
9-7-308/1 Sai Ram Nagar,  
Gajuwaka,  
Visakhapatnam-530026,  
Andhra Pradesh.  
Tel# 91-9949228998

Dear Sandeep Kodamanchili,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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**TCSL/CT20203493691**

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

15



31  
317126520028

**M**

---

**Activation mail - Login and other details from CHEGG**  
4 messages

Fri, 22 Nov 2019 at 19:53

Nilima Vadlamani <nilima.v@chegg.com>  
To: k.2000sandeep@gmail.com <k.2000sandeep@gmail.com>

Dear Kodamanchili Sandeep,

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

**How to start working!**

- Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:
  - Login ID: k.2000sandeep@gmail.com
  - Password: Chegg123 (Please change your password for security reasons)

Note - Answering rights are being granted based on the digital acceptance of engagement terms and conditions on 2019-10-11 23:35

—Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

**Compensation:**

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. Click [here](#) to visit our self-help section for faster query resolution.



If you still did not receive an answer to your query, you may submit a support ticket


\*you will also be added to a WhatsApp group of expert answerers.


**Thanks & Regards,**

**Chegg**  
A Smarter Way to Students™

Expert Hiring Team  
|E| [eeas.support@chegg.com](mailto:eeas.support@chegg.com)  
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k.2000sandeep@gmail.com <k.2000sandeep@gmail.com>  
Draft

Fri, 29 Dec 201

0028

----- Forwarded message -----  
From: Nilima Vadlamani <n.vadlamani@chegg.com>  
Date: Fri, 22 Nov 2019, 19:32  
Subject: Activation mail - Login and other details from CHEGG  
To: k.2000sandeep@gmail.com <k.2000sandeep@gmail.com>

Dear Kodamanchili Sandeep,  
Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

**How to start working?**

- Open <http://www.chegg.com/my/expertes> and sign in with your credentials:
  - Login ID: k.2000sandeep@gmail.com
  - Password: Chegg123 (Please change your password for security reasons)

Note - Answering rights are being granted based on the digital acceptance of engagement terms and conditions on -2019-20-11 23:38

Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.  
If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).


**Compensation:**

- Registered subject - Mechanical Engineering
- Rate per question: INR - 100
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. Click [here](#) to visit our self-help section for faster query resolution.  
If you still did not receive an answer to your query, you may submit a support ticket

\*you will also be added to a WhatsApp group of expert answerers.

**Thanks & Regards,**

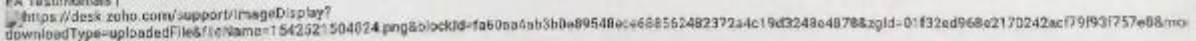
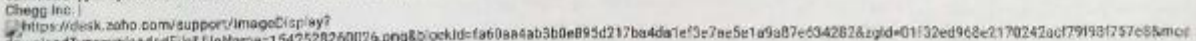
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Expert Hiring Team


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Forwarded message  
 From: Nilima Vadlamani <nilima.v@chegg.com>  
 Date: Fri, 22 Nov 2019, 19:53  
 Subject: Activation mail - Login and other details from CHEGG  
 To: k.2000sandeep@gmail.com <k.2000sandeep@gmail.com>

Dear Sandeep,  
 Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

#### How to start working?

- Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:
  - Login ID: k.2000sandeep@gmail.com
  - Password: Chegg123 (Please change your password for security reasons)

Note: Answering rights are being granted based on the digital acceptance of engagement terms and conditions on 2019-20-11 23:58

Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

#### Compensation:

- Registered subject - Mechanical Engineering
- Rate per question: INR - 150
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. Click here to visit our self-help section for faster query resolution.

If you still did not receive an answer to your query, you may submit a support ticket.

\*you will also be added to a WhatsApp group of expert answerers.

#### Thanks & Regards,

cid:image001.png@01D49D47.2A69903D

#### Expert Hiring Team


[E] [ess\\_support@chegg.com](mailto:ess_support@chegg.com)

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<https://desk.zoho.com/support/ImageDisplay?downloadType=uploadedFile&fileName=1542528260026.png&blockId=f60aa4ab3b0e895d217ba4da1ef3e7ae5c1a9a87e034282&zgid=01f32e0968e2170242acf79f93f757e8&mo-Chegg+India>

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Like Chegg India on cid:image006.jpg@01D59AF7.92552180 Facebook

sandeep.kodamanchilli <k.2000sandeep@gmail.com>  
 Draft to: Nilima Vadlamani <nilima.v@chegg.com>

Fri, 20 Dec 2

On Fri, 22 Nov 2019, 19:53 Nilima Vadlamani, <nilima.v@chegg.com> wrote:

Dear Kodamanchilli Sandeep,

Congratulations and a warm welcome to our Chegg family!

0028

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

**How to start working?**

- Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:
  - Login ID: k.2000sandeep@gmail.com
  - Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on-2019-20-11-23:38

—Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.  
If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

**Compensation:**

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

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If you still did not receive an answer to your query, you may submit a support ticket

You will also be added to a WhatsApp group of expert answerers.

**Thanks & Regards,**

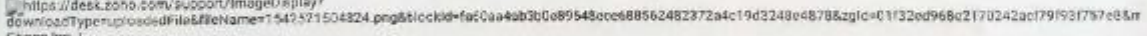
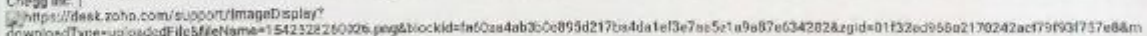
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Expert Hiring Team


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sandeep.kodamanchilli <k.2000sandeep@gmail.com>  
Draft

Fri, 20 Dec 2019

— Forwarded message —

From: Nilima Vadlamani <nilima.v@chegg.com>  
 Date: Fri, 22 Nov 2019, 19:53  
 Subject: Activation mail - Login and other details from CHEGG  
 To: k.2000sandeep@gmail.com <k.2000sandeep@gmail.com>

Dear Kodamanchilli Sandeep,

0028



35

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answers account is now activated, and you may now start answering questions on the Q&A board.

**How to start working?**

- Open <http://www.chegg.com/my/experts> and sign in with your credentials:
  - Login ID: k.2000@sandeep@gmail.com
  - Password: Chegg123 (Please change your password for security reasons)

**Note:** Answering rights are being granted based on the digital acceptance of engagement terms and conditions on -2019-20-11 23:38

—Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

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**Compensation:**

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
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**Thanks & Regards,**

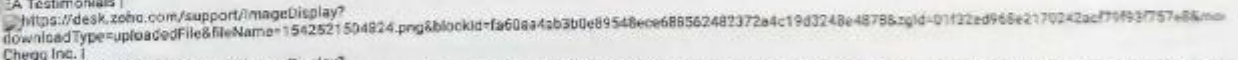
cid:image001.png@01049047.2AB99030

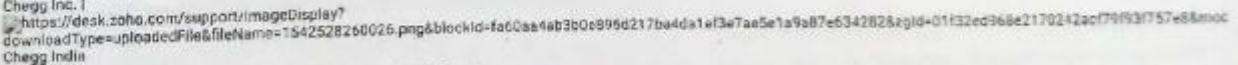
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Fri, 20 Dec 2019

sandeep.kodamanchilli <k.2000@sandeep@gmail.com>  
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From: Nilima Vadlamani <nilima\_v@chegg.com>  
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To: k.2000@sandeep@gmail.com <k.2000@sandeep@gmail.com>

Dear Kodamanchilli Sandeep,

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0028

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- Open <http://www.chegg.com/my/experts> and sign in with your credentials:
  - Login ID: k.200@sandeep@gmail.com
  - Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on -2019-20-11-23-38

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- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. Click [here](#) to visit our self-help section for faster query resolution.

If you still did not receive an answer to your query, you may submit a support ticket

\*you will also be added to a WhatsApp group of expert answerers.

#### Thanks & Regards,

 cid:image001.png@01D49D472AB99030

Expert Hiring Team


[E] [cas\\_support@chegg.com](mailto:cas_support@chegg.com)

Chegg India Pvt. Ltd. | [www.cheggindia.com](http://www.cheggindia.com)


EA Testimonials |


 <https://desk.zoho.com/support/ImageDisplay?downloadType=uploadedFile&fileName=1542521504824.png&blockId=1a50aa4ab3b0e89518aca588562482372e4c19d3248e48785zgid=01f32ed968e2170242ac179f93f757e8&...>

Chegg Inc. |

 <https://desk.zoho.com/support/ImageDisplay?downloadType=uploadedFile&fileName=1542528260026.png&blockId=1a50aa4ab3b0e895d217ba4da1ef3e7ae5e1e9a87e6342828zgid=01f32ed968e2170242ac179f93f757e8&...>

Chegg India

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133

317126520033

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Congratulations! You have been selected to be part of Accenture! Inbox ☆

**D** donotreply.indiacampus Jul 14  
to me ▾ ← [More]



See you soon at Accenture!

Dear Movva Sai Lavanya,

You've made it! Congratulations on successfully completing our hiring process.

We are glad to extend our Letter of Intent (LOI) to confirm your selection. You must accept our LOI within 2 days, if not we will consider your withdrawal from our process.

Steps to follow for accepting LOI

- Login to the portal with the Link and Credential provided in the User Credential mail received with this mail.
- You will be redirected to the Dashboard Page.
- Click on the My Task tab on the top.
- Select the Task assigned.
- Download and read the Letter of Intent for no confusion.
- Select the check box and click on submit button for accepting the offer.

For any queries you can login to the bMow link and go to Help section - choose appropriate category to raise your queries.  
Link: <http://indiacampus.accenture.com/candidate>

Your journey to the world of Accenture has just begun. See you soon!

Regards,  
Recruitment Team  
Accenture in India

Please note that unless a formal employment offer is provided to candidate specifically determining the terms of employment with Accenture, nothing contained in this email or any identified processes for the purpose of candidate's participation in the interview process shall be considered as an offer for employment by Accenture notwithstanding any contents or communications mentioned in process documents or links.

Please be further informed that existence of an offer or offering any employment to a candidate shall be subject to business needs within Accenture or client requirements more descriptive of any processes related

**Infosys**

Navigate your next

November 4, 2021

317126520034

HRID/3T/1002481128/21-22

Mr. Mugada Rahul  
4-5-43/A, Sri Satya Sai Nilayam, Sai Ram Colony, Near Town Railway Station  
Kottavafasa, Parvathipuram.  
Parvathipuram-535501  
India

Ph: +91-8897576393

Dear Mugada,

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: 2021.11.04 13:28:46 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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317126520038

## Activation mail - Login and other details from CHEGG

1 message

**Nilima Vadlamani** <nilima.v@chegg.com>  
To: bhaskartiny991@gmail.com <bhaskartiny991@gmail.com>

Fri 29 Nov, 2019 at 6:17 PM

Dear Patnala Vijaya Bhaskar Reddy,

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

### How to start working?

- Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:
  - Login ID: bhaskartiny991@gmail.com
  - Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 2019-11-28 11:27

—Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

### Compensation:

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. [Click here](#) to visit our self-help section for faster query resolution.

If you still did not receive an answer to your query, you may submit a support ticket

\*you will also be added to a WhatsApp group of expert answerers.

Thanks & Regards,

**Chegg**


A Smarter Way to Student\*


Expert Hiring Team

[E] eas\_support@chegg.com

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re



317126520040

99

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203466817/Hyderabad**  
**Date: 11/01/2021**

Ms. Sri Lalitha Pitchika  
Flat-B404, Ksr Pleasant Valley Madhavadhara,  
Beside Fair Field Marriott,  
Visakhapatnam-530018,  
Andhra Pradesh.  
Tel# 91-9441238462

Dear Sri Lalitha Pitchika,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

**TCS Confidential**  
**TCSL/CT20203466817**

1

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com

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**Ref: TCSL/CT20203506495/1704297/Lucknow**  
**Date: 21 December 2021**

MS. CHANDINI CHANDU PUJARI  
20-238/6 Kharavela Nagar,  
Kothapalem, Visakhapatnam,  
Andhra Pradesh-530027.  
Tel# 918179128681

**Sub: Joining Letter**

Dear Ms. Chandini Chandu Pujari,

We would like to take this opportunity to extend a very warm welcome to TATA Consultancy Services Limited (TCSL) family.

We are pleased to inform you that your joining date at TCSL will be **30th December 2021**, your joining location is **Kolkata**, work location is **Kolkata** and your stream is **IT**. This has been provided considering your preference and business requirements.

Your wellbeing is our utmost priority in the current COVID-19 pandemic scenario across India. Keeping this in mind, and the regulations enforced by various states at this point, we have internally enabled a virtual onboarding process for our future TCSers. For the Virtual Onboarding Process, **you will not be required to physically report at the TCS offices on the date of your joining**.

TCS XP HR Team will reach out to you over email in the next few days to guide you further on the virtual onboarding process and steps to be taken to prepare yourself for onboarding.

Congratulations on completing the first phase of your learning through TCS Xplore Program. We appreciate your passion towards learning which has helped you to perform well. You are now set to experience learning through our coveted TCS Xperience Program.





105

3/31/2021 2:04 PM

**Congratulations! Selected for Cognizant's GenC - Developer**

1 message

Superset <notifications@email.joinsuperset.com>  
To: r.mohanarac.17.me@anits.edu.in

Sat, Aug 21, 2021 at 7:45 PM

Dear RAPETI MDHANA RAO,

Greetings from Cognizant!

Congratulations on clearing the Cognizant interview for GenC - Developer! We are happy to inform you that you've been selected for the role. Your journey with Cognizant will be full of learning experiences that help you grow as a professional. You will soon receive communication from Cognizant detailing the steps ahead in the process.

The online selection approach has necessitated a few additional verification process steps and we are in the final stage of completing the same before the offer rollout.

We really look forward to you joining Cognizant and contributing to the growth of the company in the years to come.

Stay safe and healthy!

Best Regards  
Human Resources- GenC Program  
Cognizant



186

317126520044

**Congratulations! Selected for Cognizant's GenC - Developer**

1 message

**Superset** <notifications@email.joinsuperset.com>  
To: sfaheem424@gmail.com

Sat, 21 Aug, 2021 at 22:56

Dear Shaik Faheem,

Greetings from Cognizant!

Congratulations on clearing the Cognizant Interview for GenC - Developer! We are happy to Inform you that you've been selected for the role. Your journey with Cognizant will be full of learning experiences that help you grow as a professional. You will soon receive communication from Cognizant detailing the steps ahead in the process.

The online selection approach has necessitated a few additional verification process steps and we are in the final stage of completing the same before the offer rollout

We really look forward to you joining Cognizant and contributing to the growth of the company in the years to come.

Stay safe and healthy!

Best Regards  
Human Resources- GenC Program  
Cognizant



317126520051

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203499951/Hyderabad**  
**Date: 11/01/2021**

Mr. Lokesh Singampalli  
45-2-63/4Mtc Palem,  
Akkayyapalem,  
Visakhapatnam-530016,  
Andhra Pradesh.  
Tel# 91-9441578950

Dear Lokesh Singampalli,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

**TCS Confidential**  
**TCSL/CT20203499951**

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com



Rajesh Ghosh <rajesh\_ghosh.me@anits.edu.in>

317126520051

**Fwd: Activation mail - Login and other details from CHEGG**

1 message

**singampalli lokesh** <singampallilokesh23@gmail.com>  
To: rajesh\_ghosh.me@anits.edu.in

Fri, Dec 20, 2019 at 10:42 PM

----- Forwarded message -----

From: "singampalli lokesh" <singampallilokesh23@gmail.com>  
Date: Dec 20, 2019 7:59 PM  
Subject: Fwd: Activation mail - Login and other details from CHEGG  
To: <Abhishekthavarma@gmail.com>  
Cc:

----- Forwarded message -----

From: "Nilima Vadlamani" <nilima.v@chegg.com>  
Date: Nov 21, 2019 9:25 PM  
Subject: Activation mail - Login and other details from CHEGG  
To: "singampalli lokesh23@gmail.com" <singampallilokesh23@gmail.com>  
Cc:

Dear Lokesh Singampalli,

**Congratulations and a warm welcome to our Chegg family!**

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

**How to start working?**

Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:

- o Login ID: singampallilokesh23@gmail.com
- o Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 20-11-2019 16:19

—Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

**Compensation:**





61  
0651

Rajesh Ghosh <rajesh\_ghosh.me@anits.edu.in>

## Fwd: Activation mail - Login and other details from CHEGG

1 message

From: singampalli lokesh <singampallilokesh23@gmail.com>  
To: rajesh\_ghosh.me@anits.edu.in

Fri, Dec 20, 2019 at 8:12 PM

----- Forwarded message -----

From: "singampalli lokesh" <singampallilokesh23@gmail.com>  
Date: Dec 20, 2019 7:59 PM  
Subject: Fwd: Activation mail - Login and other details from CHEGG  
To: <Abhishekthavarma@gmail.com>  
Cc:

----- Forwarded message -----

From: "Nilima Vadlamani" <nilima.v@chegg.com>  
Date: Nov 21, 2019 9:25 PM  
Subject: Activation mail - Login and other details from CHEGG  
To: "singampallilokesh23@gmail.com" <singampallilokesh23@gmail.com>  
Cc:

Dear Lokesh Singampalli,

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

### How to start working?

Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:

- o Login ID: singampallilokesh23@gmail.com
- o Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 20-11-2019 16:19

—Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

if you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

ii Neerukonda Institute of Technology & Sciences Mail - Fwd: Activa.. <https://mail.google.com/mail/u/0/?ik=9862sc7f1b&view=pt&search=>

**Compensation:**

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. [Click here](#) to visit our self-help section for faster query resolution.

If you still did not receive an answer to your query, you may submit a support ticket

\*you will also be added to a WhatsApp group of expert answerers.

Thanks & Regards,



**Chegg**

A Smarter Way to Student™


Expert Hiring Team

[E] [eas\\_support@chegg.com](mailto:eas_support@chegg.com)

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317126520054

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To,

Name : Uppala Haresh

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Uppala Haresh,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.

- The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
  - Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
  - Post onboarding/joining Accenture, and after the induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
  - On successful completion of the program and clearance of the Technology fundamental

317126520054

**Offer Letter**

8-07-2021

**Uppala Haresh**  
Anil Neerukonda Institute of Technology & Sciences,  
Gudur.

Dear Uppala Haresh,

We would like to congratulate you on being selected as Intern - Trainee Engineer position with **Technologies Global Pvt. Ltd.**, effective 01-09-2021. The whole team of Technologies Global Pvt. Ltd. is excited about your on-boarding!!

Your major Internship program will include **Python, Artificial Intelligence & Machine Learning**. Duration of the Internship approximately will be 3 months.

As discussed during the selection process, this is an unpaid academic internship during which you will be expected to:

1. Increase the technical knowledge and real time industrial exposure.
2. Maximize employability skill.
3. To cover the gap between college education and the fundamental requirements of industry.
4. Placement assistance will be provided on fulfilment of following terms & Condition mentioned in this document.

**Terms and conditions:**

1. Intern will maintain a regular Internship schedule and attendance determined by the supervisor.
2. Intern will demonstrate honesty, punctuality, courtesy, cooperative attitude, proper health and grooming habits, appropriate dress and a willingness to learn.
3. Intern will obey the policies, rules and regulations of the company site and comply with the company's business practices and procedures.
4. Intern will furnish his/her supervisor with all necessary information pertaining to his/her unpaid internship, including related assignments and reports.
5. Under no circumstances will Intern leave the internship without first conferring with intern's supervisor.
6. Company is not liable for injury sustained or health conditions that may arise for the intern during the course of the internship.
7. Company may at any time terminate the intern on breaking the cardinal rules (like involvement of any sexual harassment or any activity which hamper the wellbeing of organisation social atmosphere) without notice or cause.
8. Your internship will include learning and developing new skills and gaining a deeper understanding of concepts through hands-on application of the knowledge.



**TECHNOLOGICS**  
Global Pvt. Ltd.



### Offer Letter

9. Just qualifying to be part of Internship program will not guarantee the employment unless the participants clear the post Internship Industry oriented assessment & following mandatory performance parameters
- a. Internship attendance : 100%
  - b. Assignment rating : 80%+ ( A+). If not candidates need to re-attempt and submit.
  - c. Soft skill attendance: 100% and Soft-skill assessment rating 80% +
  - d. Candidates should be flexible with technical and other personnel of TECHNOLOGICS In guiding principles of quality improvement with proactive feedback and support.
  - e. Good code of conduct.
10. Based on the post assessment result Technologic's Global will either hire for internal requirement or for our client companies.
11. CTC: On successfully clearing interview at client location candidates would be eligible for a salary range anywhere between ~~(2.16-3.6 LPA)~~
12. During the time of posting candidates should take the responsibility of negotiating all service level agreements effectively with employers.

Congratulations and we look forward you to take this opportunity as turning point of your career.  
Please review, sign and mail to confirm acceptance.

Intern

For Company

Date

Title



159



Strictly Private and Confidential

317126520055

Date:16-Jul-2021

Vadamudula Sanjaymoulik  
C9768642

DNO:3B-10-40, muralinagar, Visakhapatnam.

7330811838

Dear Vadamudula Sanjaymoulik,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate****Management Level - 12****Job Family Group- Software Engineering**

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

candidate's Signature

7/10/2021

Anil Neerukonda Institute of Technology & Sciences Mail - Fwd: Job offer letters from Smart Rotamac

79



317126520055

Dr. Rajesh Ghosh <rajesh\_ghosh.me@anits.edu.in>

## Fwd: Job offer letters from Smart Rotamac

1 message

317126520055 VADAMUDULA SANJAY MOULIK <vs.moulik.17.me@anits.edu.in>  
To: "Dr. Rajesh Ghosh" <rajesh\_ghosh.me@anits.edu.in>

Fri, Jul 9, 2021 at 10:37 AM

----- Forwarded message -----

From: Admin Rambabu <admin@smartrotamac.com>

Date: Sat, Jul 3, 2021 at 4:05 PM

Subject: Job offer letters from Smart Rotamac

To: <vs.moulik.17.me@anits.edu.in>

To,  
Vadamudula Sanjaymoulik

Dear Sanjaymoulik,

Congratulations! With reference to our campus drive 2021, your application and subsequent interviews, we are pleased to offer you the position of "Design Trainee Engineer" in our organization as per the following terms & conditions.

Compensation packages of 2.6 Lakhs in the first year, breakup as below:

- 1) Initial 6 months will be internship and during internship stipend of Rs.15,000/- (Rupees Thirteen Thousand) per month will be paid.
- 2) After 6 months of successful completion of the training period, it will be revised to Rs. 22,000/- (Rupees twenty-two thousand) per month.
- 3) After successful completion of 12 months, you will be eligible for a onetime amount of Rs.38,000/-
- 4) Your compensation & position will be reviewed after successful completing of 12 months.

Terms and conditions are as follows:

- 1) Your place of working shall be at Hyderabad (our office location), your services shall be transferred to locations in India or abroad subject to company policies & business requirements.
- 2) As agreed, you will have to execute two years' service bond upon your joining.
- 3) You will be governed by the terms and conditions & company's policies.
- 4) This offer is valid if you accept this offer by 04/07/2021 in writing & you shall report to the work on/before 12/07/2021.
- 5) By accepting this Offer Letter, you shall not enter into any other conflicting agreement or any conflicting obligation that you may be bound to, in the past.

Following original documents to be brought at the date of joining.

- 1) All Educational Certificates including mark sheet
- 2) Passport.
- 3) PAN card for Bank Account.
- 4) Five passport size photographs.

We welcome you to Smart Rotamac family and look forward for a long and mutually rewarding association.

Regards,

7/10/2021

Anil Neerukonda Institute of Technology &amp; Sciences Mail - Fwd: Job offer letters from Smart Rotamach

Thanking You,

Smart Rotamach Pvt Ltd

--

#6-2-982, 3<sup>rd</sup> Floor, GNR Arcade, Khairatabad, Hyderabad – 500 004Near Khairatabad Metro Station, Above HDFC Bank  
Phone: +91 99632 34805 | web: www.smartrotamac.com

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<https://mail.google.com/mail/u/0?ik=9862ac7f11b&view=pt&search=all&permthid=thread-f%3A1704782492715863281&siml=msg-f%3A17047824...> 2/2



31712852057



Navigate your next

July 16, 2021

HRD/3T/1001726075/21-22

Mr. Vempala Gowri Sankar

Dr. no- 27-226

SIDDHILAKSHMI NAGAR, APPANNAPELEM, VEPAGUNTA

Vishakhapatnam-530047

India

Ph: +91-8978256596

Dear Vempala,

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**

Digitally signed by Richard Lobo  
Date: 2021.07.16 09:31:00 IST  
Reason: Digital Signature  
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*



317126520057

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203495297/Hyderabad**  
**Date: 11/01/2021**

Mr. Gowri Sankar Vempala  
27-226Siddhilakshmi Nagar, Appannapalem, Vepagunta,  
Appannapalem,  
Visakhapatnam-530047,  
Andhra Pradesh.  
Tel# 91-9441571300

Dear Gowri Sankar Vempala,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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**TCSL/CT20203495297**

1

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Deccanpark, No 7 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



## Activation mail - Login and other details from CHEGG

1 message(s)

Nilima Vedtemani <nilima.v@chegg.com>  
To: gangasallavanya@gmail.com <gangasallavanya@gmail.com>

Fri, Nov 23, 2019 at 7:26 PM

Dear Venkate Ganga Sai Lavanya,  
Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answer account is now activated, and you may now start answering questions on the Q&A board.

### How to start working?

- Open <http://www.chegg.com/my/experts> and sign in with your credentials:
  - Login ID: gangasallavanya@gmail.com
  - Password: Chegg123 (Please change your password for security reasons)

Note - Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 2019-20-11 14:58

—Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

### Compensation:

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. Click [here](#) to visit our self-help section for faster query resolution.  
If you still did not receive an answer to your query, you may submit a [support ticket](#)

You will also be added to a WhatsApp group of expert answerers.

Thanks & Regards,

**Chegg**

A Smarter Way to Succeed™

Expert Hiring Team

(E) [exp\\_support@chegg.com](mailto:exp_support@chegg.com)

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EA Testimonials | Chegg Inc. | Chegg India

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SAI LAVANYA <gangasallavanya@gmail.com>  
To: sajesh\_ghosh.m@saits.edu.in

Fri, Nov 29, 2019 at 9:22 PM

69

SAI LAVANYA <gangaolavanya@gmail.com>  
Draft To: Nilima Vadlamani <nilima.v@chegg.com>

Fri, Dec 20, 201

On Sat, Nov 23, 2019, 7:26 PM Nilima Vadlamani <nilima.v@chegg.com> wrote

Dear Venkata Ganga Sai Lavanya,

Congratulations and a warm welcome to our Chegg family!

*COSE*

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

**How to start working?**

- Open <http://www.chegg.com/my/experts> and sign in with your credentials:
  - Login ID: [gangaolavanya@gmail.com](mailto:gangaolavanya@gmail.com)
  - Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 2019-20-11 14:50

- Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.
- If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

**Compensation:**

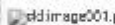
- Registered subject - Mechanical Engineering
- Rate per question: INR - 160
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. [Click here](#) to visit our self-help section for faster query resolution.

If you still did not receive an answer to your query, you may submit a support ticket

You will also be added to a WhatsApp group of expert answerers.

**Thanks & Regards,**

 ddimage001.png@01D49D47.2AB96C60

Expert Hiring Team

[sa\\_support@chegg.com](mailto:sa_support@chegg.com)

Chegg India Pvt. Ltd. | [www.cheggindia.com](http://www.cheggindia.com)

**EA Testimonials 1**

[https://desk.zoho.com/support/imageDisplay?](https://desk.zoho.com/support/imageDisplay?downloadType=uploadedFile&fileName=1542521504024.png&blockid=f60baefab3b0e895d8ece688562482372e4c19d3248e4978&zgld=01f32ad968e0170242e0f79f93f757e&sr)


[downloadType=uploadedFile&fileName=1542521504024.png&blockid=f60baefab3b0e895d8ece688562482372e4c19d3248e4978&zgld=01f32ad968e0170242e0f79f93f757e&sr](https://desk.zoho.com/support/imageDisplay?downloadType=uploadedFile&fileName=1542521504024.png&blockid=f60baefab3b0e895d8ece688562482372e4c19d3248e4978&zgld=01f32ad968e0170242e0f79f93f757e&sr)

Chegg Inc. |

[https://desk.zoho.com/support/imageDisplay?](https://desk.zoho.com/support/imageDisplay?downloadType=uploadedFile&fileName=1542521504024.png&blockid=f60baefab3b0e895d8ece688562482372e4c19d3248e4978&zgld=01f32ad968e0170242e0f79f93f757e&sr)

[downloadType=uploadedFile&fileName=1542521504024.png&blockid=f60baefab3b0e895d8ece688562482372e4c19d3248e4978&zgld=01f32ad968e0170242e0f79f93f757e&sr](https://desk.zoho.com/support/imageDisplay?downloadType=uploadedFile&fileName=1542521504024.png&blockid=f60baefab3b0e895d8ece688562482372e4c19d3248e4978&zgld=01f32ad968e0170242e0f79f93f757e&sr)

Chegg India

Follow Chegg India on  ddimage003.jpg@01D69AF7.925621B0 Quora

Like Chegg India on  ddimage006.jpg@01D69AF7.925621B0 Facebook



89

SAI LAVANYA cparasailavanya@gmail.com  
Draft To: Nirma Vadlamani <nirma\_v@chegg.com>

Fri, Dec 20, 2019

On Sat, Nov 23, 2019, 7:26 PM Nirma Vadlamani <nirma\_v@chegg.com> wrote:

Dear Venkate Changa Sai Lavanya,

Congratulations and a warm welcome to our Chegg family!

0058

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the GSA board.

**How to start working?**

- Open <http://www.chegg.com/my/espertqa> and sign in with your credentials:
  - o Login ID: cparasailavanya@gmail.com
  - o Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 2019-20-11 14:38

Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

**Compensation:**

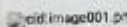
- o Registered subject - Mechanical Engineering
- o Rate per question: INR - 165
- o You will be paid for every question answered correctly as per guidelines
- o The no. of answers that you can submit in a day will dynamically change based on your answering performance
- o Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. Click [here](#) to visit our self-help section for faster query resolution.

If you still did not receive an answer to your query, you may submit a support ticket

\*you will also be added to a WhatsApp group of expert answerers.

**Thanks & Regards,**

cid:image001.png@01D49D47.2A899030

Expert Hiring Team

[E] [esa\\_support@chegg.com](mailto:esa_support@chegg.com)

Chegg India Pvt. Ltd. | [www.cheggindia.com](http://www.cheggindia.com)

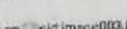
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<https://desk.zoho.com/support/imageDisplay?downloadType=uploadedFile&fileName=1541521504874.png&blockId=faf0aa4ab380e5548c6e688562462372a4c19d3249e487852gid=01f32e9968e2170242ac79f931757e5&n>

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<https://desk.zoho.com/support/imageDisplay?downloadType=uploadedFile&fileName=1542520760026.png&blockId=f850aa4ab380e695d2170a4ca1ef3e7ae5e1af0a87c634282&gid=01f32ed056e2170242ac79f931757e5&n>

Chegg India

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Like Chegg India on cid:image006.jpg@01D59AF7.925521B0 Facebook



103

317126520059

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203552708/Hyderabad**  
**Date: 11/01/2021**

Mr. Akhil Voonna  
 62-6-17/1 Jawahar Nagar,  
 Sriharipuram,  
 Vishakapatnam-530011,  
 Andhra Pradesh.  
 Tel# 91-9966138208

Dear Akhil Voonna,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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**TCSL/CT20203552708**

1

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

Registered Office Nirmaal Building, 5th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

45

Cognizant

182



317126520061

26-Aug-2021

Dear Teja Adari,  
B.Tech, Mechanical  
Anil Nearukonda Institute of Technology and Sciences, Visakhapatnam

Candidate ID – 17787313

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee**

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR 401,988/-. This includes an annual target incentive of INR 22,500/- as well as Cognizant's contribution of INR 19,500/- towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR Rs. 450,500/-. This includes an annual target incentive of INR 22,500/- as well as Cognizant's contribution towards benefits such as Medical, Accident and Life Insurance, as applicable.

Your appointment will be governed by the terms and conditions of employment as presented in **Employment Agreement**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant.

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program as detailed below:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized

Rt'qd. Office: 115/535, Old Mahabalipuram Road, Okkiam Thoralpakkam, Chennai - 600 097



187

317126520061

## Congratulations! Selected for Cognizant's GenC - Developer

1 message

**Superset** <notifications@email.joinsuperset.com>  
To: teja8019ram@gmail.com

Sat, Aug 21, 2021 at 7:48 PM

Dear Teja Adari,

Greetings from Cognizant!

Congratulations on clearing the Cognizant interview for GenC - Developer! We are happy to inform you that you've been selected for the role. Your journey with Cognizant will be full of learning experiences that help you grow as a professional. You will soon receive communication from Cognizant detailing the steps ahead in the process.

The online selection approach has necessitated a few additional verification process steps and we are in the final stage of completing the same before the offer rollout.

We really look forward to you joining Cognizant and contributing to the growth of the company in the years to come.

Stay safe and healthy!

Best Regards  
Human Resources- GenC Program  
Cognizant





317126520073

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203467219/Trivandrum**  
**Date: 11/01/2021**

Mr. Sai Pavan Dhaniseti  
 5-17/1Vilas Khan Palem,  
 Bhandevupuram,  
 Visakhapatnam-535250,  
 Andhra Pradesh.  
 Tel# 91-7036960652

Dear Sai Pavan Dhaniseti,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer -Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives ( Readiness Incentive and/or Competency Incentive ) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

**TCS Confidential**  
**TCSL/CT20203505990**

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
 Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
 Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
 Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
 TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

1

48

317126520081

**Infosys**<sup>®</sup>

Navigate your next

September 24, 2021

HRD/3T/1002470487/21-22

Mr. Ajay Babu Gavara  
Down Street, Bonangi  
Down Street, Bonangi  
Vizianagaram-535160  
India

Ph: +91-7995223883

Dear Ajay Babu,

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: 2021.09.24 11:53:24 +05'  
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  
cskris@infosys.com  
www.infosys.com



3171 24520082

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203467219/Trivandrum**  
**Date: 11/01/2021**

Mr. Vishnu Alluri  
5-17/1Vilas Khan Palem,  
Bhandevupuram,  
Visakhapatnam-535250,  
Andhra Pradesh.  
Tel# 91-7030900652

Dear Vishnu Alluri,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer -Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT) Unit**, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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**TCS Confidential**  
**TCSL/CT20203505990**

1

**TATA CONSULTANCY SERVICES**  
**Tata Consultancy Services Limited**

One, Sanjay Park, 190/1, Outer Ring Road, Hyderabad, Maharashtra, India. (Corporate Office)  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirma Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Service Line: 1 800 209 3111 Email: careers@tcs.com

al Neerukonda Institute of Technology & Sciences Mail - Fwd: Activa...

https://mail.google.com/mail/u/0/?ik=9862ac7f1b&view=pt&search=

27



31712652-0087

Rajesh Ghosh <rajesh\_ghosh.me@anits.edu.in>

**Fwd: Activation mail - Login and other details from CHEGG**

3 messages

Hima Sandeep Koilada <himasandeepkoilada@gmail.com>  
To: rajesh\_ghosh.me@anits.edu.in

Sat, Nov 30, 2019 at 8:03 AM

----- Forwarded message -----

From: Nilima Vadlamani <nilima.v@chegg.com>  
Date: Thu, Nov 21, 2019, 21:21  
Subject: Activation mail - Login and other details from CHEGG  
To: himasandeepkoilada@gmail.com <himasandeepkoilada@gmail.com>

Dear Koilada Hima Sandeep,

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

**How to start working?**

Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:

- o Login ID: himasandeepkoilada@gmail.com
- o Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 20-11-2019 19:28

← Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough here.

**Compensation:**

- o Registered subject - Mechanical Engineering
- o Rate per question: INR - 168



il Neerukonda Institute of Technology & Sciences Mail - Fwd: Activa... <https://mail.google.com/mail/u/0/?ik=9852ac7fb&view=pt&search=>

- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. [Click here](#) to visit our self-help section for faster query resolution.

If you still did not receive an answer to your query, you may [submit a support ticket](#)

\*you will also be added to a WhatsApp group of expert answerers.

**Thanks & Regards,**

cid:image001.png@01D49D47.2AB99030

Expert Hiring Team

[E] [eas\\_support@chegg.com](mailto:eas_support@chegg.com)


Chegg India Pvt. Ltd. | [www.cheggindia.com](http://www.cheggindia.com)


EA Testimonials | <https://desk.zoho.com/support/ImageDisplay?downloadType=uploadedFile&fileName=1542521504824.png&blockId=fa60aa4ab3b0e89548ecce688562482372a4c19d3248e4878&zgld=01f32ed968e2170242acf79f93f757e8&mode=view> Chegg Inc. | <https://desk.zoho.com/support/ImageDisplay?downloadType=uploadedFile&fileName=1542528260026.png&blockId=fa60aa4ab3b0e895d217ba4da1ef3e7ae5e1a9a87e634282&zgld=01f32ed968e2170242acf79f93f757e8&mode=view> Chegg India

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5 attachments

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image001.png  
11K

 image004.jpg  
1K

26-12-2019, 1

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Strictly Private and Confidential

31712652094

12-Aug-2021

Devi Varu Prasad Lagudu

C9863510

Plot No.18,Door No.:5-151/7,VenkatadriNagar,C2 Zone,SujathaNagar,Pondurthi,Visakhapatnam,530051

9346819445

Dear Devi Varu Prasad,

Based on our recent discussion with you, we are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology Centers, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group - Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 11.6 (Apr 2021)

1

Candidate's Signature \_\_\_\_\_

Reference Id: 5e10fc75-dec9-4873-aea7-4d557fa68bfe\_1  
Signed By: Mahesh Vasudeo Zurale

317126520094



## Activation mail - Login and other details from CHEGG

1 message

Nilima Vadlamani <nilima.v@chegg.com>  
To: madakapavan63@gmail.com

Thu, 28 Nov 2019 at 8:43 pm

Dear Madaka Pavan Kumar,

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

### How to start working?

- Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:
  - Login ID: madakapavan63@gmail.com
  - Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 2019-11-27 21:21

← Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

### Compensation:

- Registered subject - Mechanical Engineering
- Rate per question: INR - 150
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. [Click here](#) to visit our self-help section for faster query resolution.

If you still did not receive an answer to your query, you may submit a support ticket

\*you will also be added to a WhatsApp group of expert answerers.

Thanks & Regards,

**Chegg**


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Expert Hiring Team

[E] [ees\\_support@chegg.com](mailto:ees_support@chegg.com)

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317126520099

**EMPLOYMENT AGREEMENT**

This employment agreement (the "**Agreement**") is made on August 23, 2021 between Uber India Research and Development Private Limited, a company incorporated according to the laws of India with registered company number U74120TG2016PTC103809 ("**Uber**"), and Mushahid Raza, residing at 12-45/8, Fathima St, B C Road, Gajuwaka, Visakhapatnam, Andhrapradesh-530026, with ID number EOZPR8977C (the "**Employee**").

**1. Commencement of Employment**

- 1.1 The Employee's employment is expected to commence on **August 30, 2021** or no later than thirty (30) days after this date, following which the offer expires, and to continue unless terminated in accordance with this Agreement.
- 1.2 The offer of employment, the Employee's commencement date and the Employee's continued employment are subject to a number of factors, including but not limited to the following: (i) the Employee's eligibility to reside and work as an employee in the work location; (ii) satisfactory completion of local immigration requirements; (iii) satisfactory completion of any checks or verifications (which may include a background check) required by Uber; (iv) a determination by Uber, that the Employee's employment will not give rise to any concerns under Uber's Business Conduct Guide, including the conflict of interest provisions therein; and (v) the Employee's execution of the Restrictive Covenants Agreement (which sets out provisions relating to the protection of Uber's and any Group Company's business, including Uber's Confidential Information and post-employment covenants).
- 1.3 The first three (3) months shall be considered a probationary period (the "**Probationary Period**"). During the Probationary Period, the Employee's performance and suitability for continued employment will be monitored. A decision on the Employee's continued employment will be made on, or within a reasonable period of, the Probationary Period coming to an end. Uber reserves the right to vary or extend the Probationary Period in its sole discretion.

**2. Position, Duties & Conduct**

- 2.1 The Employee will be employed as "**COE Specialist I**" and will have the powers, responsibilities and authorities assigned by Uber and/or any Group Company as are reasonably consistent with the Employee's position.
- 2.2 Uber's business constantly changes. As such, Uber may, at any time, with or without notice, change the Employee's job title, grading, duties, accountability and reporting line or reassign or transfer the Employee to another role which Uber considers the Employee is suitably qualified and experienced to perform, to the extent permitted by local law. This Agreement will continue to apply regardless of any such changes, unless otherwise agreed in writing.
- 2.3 The Employee must comply with all policies, rules and codes of conduct generally in effect for employees of Uber.
- 2.4 The Employee must not accept employment with or perform any services or activities for any third parties, whether paid or unpaid, which could give rise to an actual or perceived conflict of interest or which could limit the Employee's ability to fulfil his/her work responsibilities. Any outside

**UBER**

DocuSign Envelope ID: 6FA07B94-7AD9-421D-3E11-B3D7A253E882

187

31/8/2021 20:09

the terms of this Agreement will prevail. For the avoidance of doubt, this Agreement does not supersede any restrictive covenants agreement that the Employee may enter with Uber or any Group Company.

- 10.2 Uber may amend or withdraw any of the terms and benefits set out in this Agreement, in its sole discretion to the extent permitted by local law. Reference to the "Agreement" will mean the Agreement as modified and/or extended/renewed by Uber from time to time.
- 10.3 A person who is not party to this Agreement or a Group Company shall have no right to enforce any term of this Agreement, to the extent permitted by local law.
- 10.4 This Agreement, and any notice required or permitted to be given pursuant to or in connection with it, may be executed by electronic/digital signature to the extent permitted by local law.
- 10.5 For the purposes of this Agreement, "Group Company" means Uber Technologies Inc., and, from time to time, any and all of its subsidiaries, affiliates (the "Uber Group") and associated companies; a body corporate is an associated company if any member of the Uber Group has any interest in such body corporate (including, without limitation, in any class of its shares, distribution of its profits, allocation of its assets upon dissolution, security on its assets or voting rights of such body corporate).

#### 11. **Governing Law & Jurisdiction**

- 11.1 This Agreement shall be construed in accordance with and governed by the laws of India.
- 11.2 Each party irrevocably agrees to submit to the non-exclusive jurisdiction of the courts of the city in which the Employee principally performs his/her duties under this Agreement over any claim or matter arising under or in connection with this Agreement.

*Susie Gleeson-Byrne*

Susie Gleeson-Byrne, Director, IIR Business Partner  
For and on behalf of Uber India Research and Development Private Limited

*Raza*

Name of Employee: Mushahid Raza

Date: August 24, 2021

- This Agreement may be executed by electronic/digital signature and must be accepted within seven (7) days from the date of dispatch.
- If you sign this Agreement electronically, you consent to the use of an electronic signature, accept that it will have the same effect as a handwritten signature or stamping of a company chop, and agree that the electronic format document will be valid and binding.

**UBER**

9



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151

Dear **Mushahid Raza**,

**Subject:** Appointment in the position of **Operations Executive**

With reference to your application and the subsequent interview you had with us, we are pleased to confirm your appointment for the above-said position in **Edupolis Technologies Pvt. Ltd. (Unschool)** subject to the following terms and conditions.

**AGREEMENT CUM APPOINTMENT LETTER**

THIS AGREEMENT is made on the **20th of April 2021** between

**Edupolis Technologies Pvt Ltd.**, a company registered under the Companies Act, 2013 having its registered office at **Hyderabad** (hereinafter called the "**Company**") of the one part;

and

**Mushahid Raza** (Hereinafter called the "**Employee**") of the other part.

**WHEREAS**

The Company is desirous of appointing **Mushahid Raza** as its Operations Executive and the Employee has agreed to accept the appointment on the terms and conditions outlined hereinbelow.

NOW, THIS AGREEMENT WITNESSES as follows:

1. The monthly salary package of the Employee will be as per the terms mentioned in this letter. Based on the periodic reviews the Employee's compensation package may differ as per the compensation policy applicable to other employees of the Employee's category in the respective department.
2. The Employee shall perform such duties and exercise such powers, that may from time to time be assigned to or vested in him/her by the Company.
3. The Employee shall unless prevented by ill health or any unavoidable cause, during the continuance of the term of his office devote his whole time, attention and abilities to the business of the Company.
4. The Employee shall confirm and comply with the directions of the Board of Directors of the Company from time to time. The Employee shall faithfully serve the Company to the best of his/her abilities and shall make his/her utmost endeavour to promote the interests of the Company.
5. You will be working from **Hyderabad** from the office location.
6. The Company may terminate this agreement at any time before the expiry of the stipulated term by giving one month's prior notice in writing to the Employee. Without prejudice to anything contained herein, the Company can terminate the Employee's contract any time if the Employee-



317126520099

Dear **Mushahid Raza,**

**Subject: Appointment in the position of Operations Executive**

With reference to your application and the subsequent interview you had with us, we are pleased to confirm your appointment for the above-said position in **Edupolis Technologies Pvt. Ltd. (Unschool)** subject to the following terms and conditions.

**AGREEMENT CUM APPOINTMENT LETTER**

THIS AGREEMENT is made on the **20th of April 2021** between

**Edupolis Technologies Pvt Ltd.**, a company registered under the Companies Act, 2013 having its registered office at **Hyderabad** (hereinafter called the "**Company**") of the one part;

and

**Mushahid Raza** (Hereinafter called the "**Employee**") of the other part.

**WHEREAS**

The Company is desirous of appointing **Mushahid Raza** as its **Operations Executive** and the Employee has agreed to accept the appointment on the terms and conditions outlined hereinbelow.

**NOW, THIS AGREEMENT WITNESSES** as follows:

1. The monthly salary package of the Employee will be as per the terms mentioned in this letter. Based on the periodic reviews the Employee's compensation package may differ as per the compensation policy applicable to other employees of the Employee's category in the respective department.
2. The Employee shall perform such duties and exercise such powers, that may from time to time be assigned to or vested in him/her by the Company.
3. The Employee shall unless prevented by ill health or any unavoidable cause, during the continuance of the term of his office devote his whole time, attention and abilities to the business of the Company.
4. The Employee shall confirm and comply with the directions of the Board of Directors of the Company from time to time. The Employee shall faithfully serve the Company to the best of his/her abilities and shall make his/her utmost endeavour to promote the interests of the Company.
5. You will be working from **Hyderabad** from the office location.
6. The Company may terminate this agreement at any time before the expiry of the stipulated term by giving one month's prior notice in writing to the Employee. Without prejudice to anything contained herein, the Company can terminate the Employee's contract any time if the Employee-



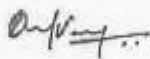
Incentives upto 2L per annum (based on performance) will be paid out quarterly to the employee.

A Certificate and a Letter of Recommendation (LoR) will also be written in the Employee's favour by the Co-Founder, if the Employee excels in his/ her role.

We hope you have a great learning experience with us and grow in the process of this role.

Thanking you.

Yours faithfully,  
for Edupolls Technologies Pvt Ltd (Unschool)



Rahul Varma  
Co-Founder and CEO  
Unschool.

Authorised Signatory

I hereby accept the aforesaid position and terms and conditions of employment set forth above.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

317126520100



Navigate your next

February 10, 2022

HRD/3T/1003348347/21-22

Mr. Nandhikoalla Siva Prasad  
1-8, Bennavou,  
Jannavaram,  
Chodavaram-531036  
India

Ph: +91-7661906364

Dear Nandhikoalla,

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: 2022.02.10 12:00:47 IST  
Reason: Digitally Signed  
Location: Bangalore

INFOSYS LIMITED  
CTN: I.R5110KA1981PLC013115  
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*



317126520101

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203466163/Hyderabad**  
**Date: 11/01/2021**

Mr. Narendra Kumar Chowdary  
21-42-46Punja Junction,  
Chengala Rao Peta,  
Visakhapatnam-530001,  
Andhra Pradesh.  
Tel# 91-9440762292

Dear Narendra Kumar Chowdary,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT) Unit**, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

**TCS Confidential**  
**TCSL/CT20203466163**

**TATA CONSULTANCY SERVICES**  
**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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62



AS

317126520101

## Activation mail - Login and other details from CHEGG

1 message

Nilima Vadlamani <nilima.v@chegg.com>

Tue, Nov 26, 2019 at 20:38

To: narendrakumarchowdarynkc@gmail.com <narendrakumarchowdarynkc@gmail.com>

Dear Narendra Kumar Chowdary,

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

### How to start working?

- Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:
  - Login ID: narendrakumarchowdarynkc@gmail.com
  - Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 2019-11-20 17:39

Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

### Compensation:

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. [Click here](#) to visit our self-help section for faster query resolution.

If you still did not receive an answer to your query, you may [submit a support ticket](#)

\*you will also be added to a WhatsApp group of expert answerers.





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317126520104

## Activation mail - Login and other details from CHEGG

1 message

**Nilima Vadlamani** <nilima.v@chegg.com>

Thu, 28 Nov 2019 at 8:43 pm

To: saicharanpaidi1999@gmail.com <saicharanpaidi1999@gmail.com>

Dear Sai Charan Paidi,

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

### How to start working?

- Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:
  - o Login ID: saicharanpaidi1999@gmail.com
  - o Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 2019-11-27 21:21

—Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

### Compensation:

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

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If you still did not receive an answer to your query, you may submit a support ticket

\*you will also be added to a WhatsApp group of expert answerers.

Thanks & Regards,



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## Infosys Recruitment Process Survey - Please share your feedback

1 message

---

**Infosys Freshers Recruitment** <Talent.Acquisition@infosys.com>  
To: ps.praneeth.17.me@anits.edu.in <ps.praneeth.17.me@anits.edu.in>

Fri, 26 Mar 2021 at 17:33

Dear Palla Praneeth,

Congratulations on successfully clearing the Infosys selection process.

Since you have progressed through all the stages of our recruitment process, it would be great if you could spare 3-4 minutes to share a feedback on your experience.

Your feedback will help us assess and improve these processes.

Please click here to share your feedback.

Please note that this survey is accessible from the latest updated version of Chrome, Edge, Firefox and Safari only. IE is not supported.

We look forward to welcome you into the Infosys family.

Best regards,

Talent Acquisition

Infosys

*Note: Replies sent to this email will not be monitored.*

il Neeerukonda Institute of Technology & Sciences Mail - Fwd: Activa... <https://mail.google.com/mail/u/0?ik=9852ac7f1b&view=pt&search=>



25  
317126520106  
Rajesh Ghosh <rajesh\_ghosh.me@anits.edu.in>

**Fwd: Activation mail - Login and other details from CHEGG**

1 message

317126520106 PANDIRI HARSHABHAVANI <p.harshabhavani.17.me@anits.edu.in>  
To: Rajesh Ghosh <rajesh\_ghosh.me@anits.edu.in>

Fri, Nov 29, 2019 at 7:15 PM

----- Forwarded message -----

From: Nilima Vadlamani <nilima.v@chegg.com>  
Date: Sat, Nov 23, 2019 at 7:48 PM  
Subject: Activation mail - Login and other details from CHEGG  
To: p.harshabhavani.17.me@anits.edu.in <p.harshabhavani.17.me@anits.edu.in>

Dear Pandiri Harshabhavani,

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

**How to start working?**

- Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:
  - o Login ID: p.harshabhavani.17.me@anits.edu.in
  - o Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 2019-21-11 21:34

← Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

**Compensation:**

- Registered subject - Mechanical Engineering



il Neemkonda Institute of Technology & Sciences Mail - Fwd: Activa... <https://mail.google.com/mail/u/0?ik=9862ac7f1b&view=pt&search=>

- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. [Click here](#) to visit our self-help section for faster query resolution.

If you still did not receive an answer to your query, you may [submit a support ticket](#)

\*you will also be added to a WhatsApp group of expert answerers.

Thanks & Regards,

**Chegg**

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Expert Hiring Team

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il Neerukonda Institute of Technology &amp; Sciences Mail - Fwd: Activa...

https://mail.google.com/mail/u/0?ik=9862ac7f1b&amp;view=pt&amp;search=



Rajesh Ghosh &lt;rajesh\_ghosh.me@anits.edu.in&gt;

**Fwd: Activation mail - Login and other details from CHEGG**

1 message

Sree Manoj <sreemanoj50@gmail.com>  
 To: rajesh\_ghosh.me@anits.edu.in

Fri, Nov 29, 2019 at 7:13 PM

----- Forwarded message -----

From: Nilima Vadlamani <nilima.v@chegg.com>  
 Date: Fri, 29 Nov, 2019, 6:04 PM  
 Subject: Activation mail - Login and other details from CHEGG  
 To: sreemanoj50@gmail.com <sreemanoj50@gmail.com>

Dear Panuthula Sree Manoj,

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

**How to start working?**

- Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:
  - Login ID: sreemanoj50@gmail.com
  - Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 2019-11-29 8:19

—Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough here.

**Compensation:**

- Registered subject - Mechanical Engineering
- Rate per question: INR - 163

il Neerukonda Institute of Technology & Sciences Mail - Fwd: Activa... <https://mail.google.com/mail/u/0?ik=9862ac7f1b&view=pt&search=>

- You will be paid for every question answered correctly as per guidelines
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If you still did not receive an answer to your query, you may submit a support ticket

\*you will also be added to a WhatsApp group of expert answerers.

Thanks & Regards,

cid:image001.png@01D49D47.2AB99030

Expert Hiring Team

[E] eas\_support@chegg.com

Chegg India Pvt. Ltd. | [www.cheggindia.com](http://www.cheggindia.com)

EA Testimonials | <https://desk.zoho.com/support/ImageDisplay?downloadType=uploadedFile&fileName=1542521504824.png&blockId=fa60aa4ab3b0e89548ece688562482372a4c19d3248e4878&zgld=01f32ed968e2170242acf79f93f757e8&mode=view> Chegg Inc. | <https://desk.zoho.com/support/ImageDisplay?downloadType=uploadedFile&fileName=1542528280028.png&blockId=fa60aa4ab3b0e895d217ba4da1ef3e7ae5e1a9a87e634282&zgld=01f32ed968e2170242acf79f93f757e8&mode=view> Chegg India

Follow Chegg India on cid:image003.jpg@01D59AF7.925521B0 Quora


Like Chegg India on cid:image006.jpg@01D59AF7.925521B0 Facebook

6 attachments

**Chegg**

A Smarter Way to Student™

image001.png  
11K

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 image003.png  
2K

 image004.jpg  
1K

Gowtham Perakalapudi Gmail - Active ... and of Open with Google Docs

23



317126520109

**Activation mail - Login and other details from CHEGG**

1 message

**Nilma Yadhavani** <nilma.y@chegg.com>  
 To: pgtmalex@gmail.com <pgtmalex@gmail.com>

Fri 29 Nov, 20

Dear Gowtham Perakalapudi,

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions O&A board.

**How to start working?**

Open <http://www.chegg.com/my/experts> and sign in with your credentials:

- Login ID: pgtmalex@gmail.com
- Password: Chegg123 (Please change your password for security reasons)

**Note:** Answering rights are being granted based on the digital acceptance of engagement terms and conditions on 2019-11-22.

—Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg O&A dashboard walkthrough here.

**Compensation:**

- Registered subject - Mechanical Engineering
- Rate per question: INR - 165
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. Click here to visit our self-help section faster query resolution.

If you still did not receive an answer to your query, you may submit a support ticket

\*You will also be added to a WhatsApp group of expert answerers

Thanks & Regards,





17  
317126520109

**Activation mail - Login and other details from CHEGG**  
1 message

Nilima Vadlamani <nlims\_w@chegg.com>  
To: d2540455@gmail.com <d2540455@gmail.com>

Fri, Nov 29, 2019

Dear Dharmaj Siddhantabala

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

**How to start working?**

- Open <http://www.chegg.com/any/answer/qa> and sign in with your credentials:
  - Login ID: d2540455@gmail.com
  - Password: Chegg123 (Please change your password for security reasons)

Note: Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 2019-11-28 22:43

—Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

**Compensation:**


- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. Click [here](#) to visit our self-help section for faster query resolution.

If you still did not receive an answer to your query, you may submit a support ticket

\*You will also be added to a WhatsApp group of expert answerers.

Thanks & Regards,

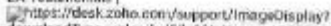
01D49D472A690039

Expert Hiring Team

[E] [ees\\_support@chegg.com](mailto:ees_support@chegg.com)

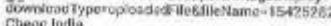
Chegg India Pvt. Ltd. | [www.cheggindia.com](http://www.cheggindia.com)

EA Testimonials |



downloadType=uploadedFile&fileName=1542521504824.png&blockid=f60a4a4b3b0e99548ece688562482372a4c19d3246e48788&zgid=31f32ed968e217c242ac79f93f767e98&mc

Chegg Inc. |



downloadType=uploadedFile&fileName=1542525260026.png&blockid=f60a4a4b3b0e99548ece688562482372a4c19d3246e48788&zgid=31f32ed968e217c242ac79f93f767e98&mc

Chegg India

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Like Chegg India on 01D59A77925521B0 Facebook

9:17

...2.0KB/s      57

139



317126520115



Dear Prof,

Greeting from Hyundai Motor India Engineering !!

Hope you and your family are doing good.

We appreciate your student's interest & patience for Hyundai employment.

We have completed the first level of interview process in the month of April & HR level by June

But because of the work pattern challenges in the organization there was an delay in finalizing the list.

**We are delighted to offer "Hyundai Employment" for below student!.**

#	College Ref No	HMIE Student Ref No	Name
1	HMIE-2021-0142	HMIE01337556	Sai Swaroop Vandrangi

In this regard, selected students will receive the offer letter soon.



105  
317126520120

**Offer: Computer Consultancy**  
**Ref: TCSSL/CT20203492057/Hyderabad**  
**Date: 11/01/2021**

Mr. Rambabu Balagam  
3-74 Adarshnagar,  
Old Dairy Farm,  
Visakhapatnam-530040,  
Andhra Pradesh.  
Tel# 91-9640326994

Dear Rambabu Balagam,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

**TCS Confidential**  
**TCSSL/CT20203492057**

1

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Ceccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6657 2000 Fax: 91 40 6657 2222 Website: www.tcs.com  
Registered Office Nirval Building, 9th Floor, Northmen Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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317126520125

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20213776647/Chennai**  
**Date: 11/01/2021**

Mr. Bommana Pavan Kalyan  
5-17/1Vilas Khan Palem,  
Bhandevupuram,  
Visakhapatnam-535250,  
Andra Pradesh,  
Tel# 91-7036960652

Dear Bommana Pavan Kalyan,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer -Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

**TCS Confidential**  
**TCSL/CT20203505990**

**TATA CONSULTANCY SERVICES**  
**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

1



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**OFFER LETTER**

137

To  
Sundar Sai Kumar Dangeti  
D. No: 2-40, Rajula Thallavalasa, Bheemsnipatnam, Visakhapatnam- 531162.

317126520128

19-07-2021

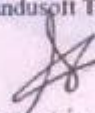
Dear Sundar Sai Kumar,

We are pleased to offer you a position as Junior Engineer-ITES in our Company. Your total CTC to the company is 137270(One Lac Thirty Seven Thousand Two Hundred and Seventy Only).Here is the compensation stack.

Compensation Stack		
Components	Monthly	Annual
(+) Basic Salary	4215	50818
(+) Flexible Benefits Pay (HRA, LTA, medical Allowance, & conveyance)	5352	64227
(+) Special Travel Allowance -VSEZ	1000	12000
<b>Gross Salary</b>	<b>10587</b>	<b>127045</b>
(-) Employee Contribution to PF ( 12% of Basic Salary)	508	6098
(-) Employee Contribution ESI ( 0.75% of the Salary)	79	953
<b>Possible Take Home salary (Subject to Tax Deductions, if any)</b>	<b>10000</b>	<b>119994</b>
(+) Company Contribution ESI ( 3.25% of the Salary)	344	4129
(+) Company Contribution to EPF ( 12% of Basic Salary)	508	6096
<b>Total Cost To Company ( CTC)</b>	<b>11439</b>	<b>137270</b>

Your first day of employment would be 21st July 2021. Offer not accepted within 2 days of receipt is liable to lapse at the discretion of the Company. On the joining date, you need to pay the refundable security deposit of 10,000/- to the company. Security deposit will be refunded back to you only if you follow the termination clause described in the Terms of Employment. By signing below, you not only accept the terms and conditions of this offer, but also represent to the Company that you are under no obligation or agreement that would legally prevent you from becoming an employee of Chandusoft.

We look forward for a long and successful association together towards success.  
For Chandusoft Technologies Pvt. Ltd.

  
Mrudula Sanapala -HR Manager

**Agreed and Accepted:**

I accept your offer as outlined in this letter, including any subsequent revisions, and I will be available to begin work at Chandusoft. I understand that this offer is contingent upon successful completion of reference checks and a background check if required.

Name:

Signature:

Date: 19-07-2021

DANGETI SUNDAR SAI KUMAR

CSTL/2021/VSEZ/966

Page 1/3

**Chandusoft Technologies Pvt Ltd.**



Strictly Private and Confidential

317126520129

Date:21-Jun-2021

Ajay Kumar Dola  
C9664686

1-56/115, TGR COLONY, DHARMAPURI COLONY, PM PALEM, VISAKHAPATNAM  
9701707039

Dear Ajay Kumar Dola,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: 28dec07f-6248-40a4-b1a7-aa1e40065a16\_1  
Signed By: Mahesh Vasudeo Zureale



317126520129

**Fwd: Activation mail - Login and other details from CHEGG**

1 message

Ajay kumar <ajaykumardola@gmail.com>  
To: ramubalagam@gmail.com

Fri 20 Dec, 2019 at 4:26 PM

----- Forwarded message -----

From: Nilima Vadlamani <nilima.v@chegg.com>  
Date: Thursday, November 21, 2019  
Subject: Activation mail - Login and other details from CHEGG  
To: "ajaykumardola@gmail.com" <ajaykumardola@gmail.com>

Dear Ajay Kumar,

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

**How to start working?**

- Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:
  - Login ID: ajaykumardola@gmail.com
  - Password: Chegg123 (Please change your password for security reasons)

Note: Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 20-1-2019 13:15

← Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

**Compensation:**

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines

- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. [Click here](#) to visit our self-help section for faster query resolution.

If you still did not receive an answer to your query, you may [submit a support ticket](#)

\*you will also be added to a WhatsApp group of expert answerers.

Thanks & Regards,



**Chegg**

A Smarter Way to Student


Expert Hiring Team

[E] [eas\\_support@chegg.com](mailto:eas_support@chegg.com)

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3171265 20135

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203121270/Hyderabad**  
**Date: 11/01/2021**

Mr. Harish Behara  
 1-253Banietty Street,  
 Banisetty Street,  
 Sompeta-532284,  
 Andhra Pradesh.  
 Tel# -

Dear Harish Behara,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT) Unit**, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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1

**TCSL/CT20203121270**  
 TCSL/CT20203121270

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Disconpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
 Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
 Registered Office: Nirmal Building, 9th Floor, Narayan Point, Mumbai 400 021  
 TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com

80



317126520135

## Activation mail - Login and other details from CHEGG

1 message

**Nilima Vadlamani** <nilima.v@chegg.com>  
To: kantaakhil21@gmail.com <kantaakhil21@gmail.com>

Fri, Nov 29, 2019 at 18:17

Dear Akhil Kanta

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

### How to start working?

- Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:
  - Login ID: kantaakhil21@gmail.com
  - Password: Chegg123 (Please change your password for security reasons)

Note: Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 2019-11-21 23:11

—Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

### Compensation:

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. [Click here](#) to visit our self-help section for faster query resolution.

*If you still did not receive an answer to your query, you may submit a support ticket*

*\*you will also be added to a WhatsApp group of expert answerers.*

**Thanks & Regards,**



**Chegg**


A Smarter Way to Student™


**Expert Hiring Team**

[E] eas.support@chegg.com

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8/23/2021

Anil Neerukonda Institute of Technology & Sciences Mail - Congratulations! Selected for Cognizant's GenC - Developer

317126520157



187

317126520157 317126520157 <p.vineeth.17.me@anits.edu.in>

**Congratulations! Selected for Cognizant's GenC - Developer**

Superset <notifications@email.joinsuperset.com>  
To: p.vineeth.17.me@anits.edu.in

Sat, Aug 21, 2021 at 7:45 PM

Dear PENKI,

Greetings from Cognizant!

Congratulations on clearing the Cognizant interview for GenC - Developer! We are happy to inform you that you've been selected for the role. Your journey with Cognizant will be full of learning experiences that help you grow as a professional. You will soon receive communication from Cognizant detailing the steps ahead in the process.

The online selection approach has necessitated a few additional verification process steps and we are in the final stage of completing the same before the offer rollout.

We really look forward to you joining Cognizant and contributing to the growth of the company in the years to come.

Stay safe and healthy!

Best Regards  
Human Resources- GenC Program  
Cognizant



## Infosys Recruitment Process Survey - Please share your feedback Inbox x



**Infosys Freshers Recruitment** <Talent.Acquisition@infosys.com>

Fri, Mar 26, 5:33 PM



to me ▾

Dear Pentakota Varshini,

Congratulations on successfully clearing the Infosys selection process.

Since you have progressed through all the stages of our recruitment process, it would be great if you could spare 3-4 minutes to share a feedback on your experience.

Your feedback will help us assess and improve these processes.

Please [click here](#) to share your feedback.

Please note that this survey is accessible from the latest updated version of Chrome, Edge, Firefox and Safari only. IE is not supported.

We look forward to welcome you into the Infosys family.

Best regards,

Talent Acquisition

Infosys

*Note: Replies sent to this email will not be monitored.*

31712620157

173



To,

Name : Pilla Jaswanth Sai Pavan

317126520158

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Pilla Jaswanth Sai Pavan,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.

- The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
  - Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
  - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
  - On successful completion of the program and clearance of the Technology fundamental

assessment in the first attempt along with completion of the online program module, a potential new joiner will be eligible for a learning Incentive of INR 10,000.

- In case a potential new joiner fails in the first attempt they will not be eligible for any learning incentive.
- To clear assessments for the program, potential new joiners are required to score minimum 60% marks in each assessment test for the program. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- Before each reattempt, reasonable guidance and appropriate refresher training sessions will be provided to new joiners to help them appear in the reassessment.

The potential new joiner's employment with Accenture is subject to successful completion of the assessment of the program, as mentioned above.

After a new joiner has cleared the Pre-Joiner Program; they will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If potential new joiners are unable to complete the Accenture specific training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A**. Specific details will be mentioned in your formal offer letter.

#### Annexure A

- Career Level - 12
  - Proposed role - Application Development Associate
  - Annual fixed compensation for the fiscal will be INR 3,83,000; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
  - Local Variable Bonus - At your career level, the maximum annual target variable pay-out is estimated as INR 32,500. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
  - Joining Bonus - You are also eligible for a joining Bonus of INR 25,000; payable upon successful completion of initial training as per company process.
  - Maximum Annual Total earning potential - 4,40,500
  - Additional Benefits: Gratuity as per law (if applicable) + Insurance premium (Notion Value): INR 9,500
  - Maximum Annual Total earning potential + Total Additional Benefits - INR 4,50,000/-
- You may be required to relocate for project deployment to any part of India and work in 24X7 shifts basis business requirement

**Please note, the above is informative and not exhaustive, specific details will be in the Offer Letter.**

"This is an electronically generated document does not require signatures"



127

317126520166

26<sup>th</sup> March 2021

Dear Ms Ruthala Tripura Varshini

Welcome to Tata Electronics Private Limited family.

We thank you for your decision to be part of our family and start your professional career here. We Wish you a bright future in both your personal and professional life.

TATA's are committed to providing continuous learning and growth opportunities to their employees. We hope you will be able to make the maximum of use of these. We invite you to participate in the enriching experience of building a world class organization and build an empowered future for yourself.

Your engagement with **Tata Electronics Private Limited (TEPL)** will be governed by the following terms and conditions.

We request you to read these conditions carefully and accord your acceptance by signing and returning the duplicate copy of this letter.

#### 1. Employment

- 1.1 You will be joining as "**Graduate Engineer Trainee (GET)**" in **Tata Electronics Private Limited**. Your training period shall be of one-year duration from your date of joining.
- 1.2 On completion of your training period and your performance being satisfactory, you will be offered an employment at equivalent levels of "Assistant Manager" / "Senior Engineer – I" as per your deployment in the plant.
- 1.3 You will retire from the services of the Company on completion of 60 (Sixty) years of age.
- 1.4 This contract can be mutually terminated by giving 1-month notice period or 1-month salary in lieu of notice period.
- 1.5 The Company reserves the right to terminate your employment at any time, without any notice period or payment of Salary in lieu thereof, if you are found to be in breach of any of the terms of the Offer letter, Appointment Letter, Tata Code of Conduct or the Company Policies.
- 1.6 In case your performance during the training period of one year is not found satisfactory, the management may (a) terminate the training during the training period or at the end of the same, without any notice (b) extend the training period. In case of continued unsatisfactory performance even during the extended period, the training may be terminated either during or at the end of such extended period.

### **TATA ELECTRONICS PRIVATE LIMITED**

(Formerly known as TRL BENGALURU REAL ESTATE FOUR PRIVATE LIMITED)

Registered office: Corniche Al-Latheef, Ground Floor, A Wing, No 25, Cunningham Road, Vasanthnagar, Bengaluru, Karnataka, India 560 052

Work office: Udalanapalli Village, Shoolagiri Taluk, Hosur 635 119, Krishnagiri District, Tamil Nadu, India

CIN: U31100KA2020PTC133739





12/10

This offer is made in accordance with Indian laws and the courts of Bangalore will have exclusive jurisdiction with respect to all matters arising in relation to this offer letter.

We look forward to having you with us at Tata Electronics Pvt Ltd and wish you a successful and rewarding career with us.

Yours Sincerely,

For Tata Electronics Private Limited.

A handwritten signature in cursive script that reads 'Ranjan Bandyopadhyay'.

**Ranjan Bandyopadhyay**  
Chief Human Resources Officer

I ACCEPT THIS OFFER OF EMPLOYMENT

Signature:

Name:

Date:

**TATA ELECTRONICS PRIVATE LIMITED**

(Formerly known as TRIL BENGALURU REAL ESTATE FOUR PRIVATE LIMITED)

Registered office: Corniche A - Latheef Ground Floor A Wing No 25 Cunningham Road Vasanthnagar Bengaluru Karnataka India 560 052

Work office: Uddanapalli Village Shoolagiri Taluk Hosur 635 119 Krishnagiri District Tamil Nadu India

CIN U31100KA2020FTC133739



317126520166

## Activation mail - Login and other details from CHEGG

1 message

**Nilima Vadlamani** <nilima.v@chegg.com>

Thu, 28 Nov 2019 at 8:38 pm

To: varshiniruthala369@gmail.com <varshiniruthala369@gmail.com>

Dear Ruthala Tripura Varshini,

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

### How to start working?

- Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:
  - Login ID: varshiniruthala369@gmail.com
  - Password: Chegg1,23 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 2019-11-25 16:26

—Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

### Compensation:

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. [Click here](#) to visit our self-help section for faster query resolution.

If you still did not receive an answer to your query, you may submit a support ticket

\*you will also be added to a WhatsApp group of expert answerers.

Thanks & Regards,



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**Offer: Computer Consultancy**  
**Ref: TCSL/DT20207308084/Kolkata**  
**Date: 13/08/2021**

Mr. Hima Sandeep Koilada  
 1-38Gavarapalem (Vi), Pendurthi (Md), Vishakhapatnam (Dist),  
 Pendurthi,  
 Vishakhapatnam-531173,  
 Andhrapradesh.  
 Tel# 91-9515936509

Dear Hima Sandeep Koilada,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our Initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore/ TCS Xperience (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

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**TCSL/DT20207308084**

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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Building 1A, EcoSpace, Plot - 86/11, New Town, Rajarhat, Kolkata-700156, West Bengal, India

Tel: 91 23 6688 1300 Fax: 91 33 6636 6001 Website: www.tcs.com

Registered Office: New Building, 355, 5th Floor, Veeranantham, Mumbai-400 021

TCS Career Services: 1800 209 5111 Email: careers@tcs.com

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317126520176  
**Cognizant**



**26-Aug-2021**

**Dear Sai Vempati,**  
B.Tech, Mechanical  
Anil Neerukonda Institute of Technology and Sciences, Visakhapatnam

**Candidate ID – 17787166**

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee**

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR 401,988/-. This includes an annual target incentive of INR 22,500/- as well as Cognizant's contribution of INR 19,500/- towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR Rs. 450,500/-. This includes an annual target incentive of INR 22,500/- as well as Cognizant's contribution towards benefits such as Medical, Accident and Life Insurance, as applicable.

Your appointment will be governed by the terms and conditions of employment as presented in **Employment Agreement**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program as detailed below:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized

Rfqd. Office: 115/535, Old Mahabalipuram Road, Okklam Thoraipakkam, Chennai - 600 097



3171265 20180

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203506051/Hyderabad**  
**Date: 11/01/2021**

Mr. Venkata Vinay Annamreddi  
9-65S.C.Colony,  
Rampuram,  
Visakhapatnam-531173,  
Andhra Pradesh.  
Tel# 91-7780585554

Dear Venkata Vinay Annamreddi,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

Registered Office: Nirwal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com

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31/2/2021

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203502051/Pune**  
**Date: 24/08/2021**

Mr. Siva Surya Venkat Busi  
58-13-10,Gf-1,Krishnappa EnclaveGourinagar,  
N.A.D Kotha Road,  
Visakhapatnam-530009,  
Andhra Pradesh.  
Tel# 91-9246661369

Dear Siva Surya Venkat Busi,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore/ TCS Xperience (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

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**TCSL/CT20203502051**

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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune-411 006 India

Tel: 91 20 6698 7777 Fax: 91 20 6608 7107 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com





317126520190

Lincoln Tech Pvt. Ltd.  
SVR Elite, Flat No.101, Mithilapuri  
Vusa Colony, Madhurawada,  
Visakhapatnam,  
Andhra Pradesh, India-530041  
☎ +91 76010 48373  
✉ hr@lincolntech.com

### Offer of Appointment

Date: 27<sup>th</sup> July 2021.

**Dear Mr. Deepak Kumar Behara,**

**Congratulations!!**

Warm Welcome to Lincoln Tech Pvt. Ltd.!!

As discussed, we are glad to offer you an **Application Developer** position in our organization, subject to the following terms and conditions.

1. Your date of appointment will be effective from **2<sup>nd</sup> of August 2021**. Your job scope will be determined by the Company or its Client on the appointment in which you are engaged.

You will be on probation for 3 months from the date of your joining. Your performance and pay will be reviewed thereafter. The probation period may be further extended, at the discretion of the Company. After the successful completion of the probationary period, your appointment will be confirmed, subject to your satisfactory performance.

2. **Place of Work: Visakhapatnam**
3. **Work hours:** The Employee should work on all working days, from *Monday – Friday (10:00 am to 7:00 pm)*. The Management has the right to change the working hours in the interest of the organization and the Employee should bind for the same.
4. You may be required to be transferred, at the sole discretion of the Company, at any time to any other location in India/abroad, department/section, establishment, or branch of the Company or subsidiary/associate/affiliate of the Company. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, etc.

#### **SALARY & BENEFITS**

1. You are offered an annual gross salary of **INR 1,80,000 LPA (Indian Rupees One Lakh Eighty Thousand Rupees on y)**
2. Your salary will be reviewed periodically as per company policy.
3. The changes in your compensation are discretionary and will be subject to your satisfactory performance.
4. Upon requirement, you may need to travel to the Client location. In such case, the company will bear the visa, free accommodation, and local travel expenses.

#### **LEAVES**

You are entitled to 12 days annual leave including medical in each calendar year, which starts from 1st January to 31st December.

If your employment commences or terminates halfway through the calendar year, your annual leave entitlement during that year will be assessed on a pro-rata basis and deductions from final salary due







317126520193

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20213776647/Chennai**  
**Date: 11/01/2021**

Mr. Uday Sai Gandhi  
5-17/1Vilas Khan Palam,  
Bhandevupuram,  
Visakhapatnam-535250,  
Andra Pradesh.  
Tel# 91-7036960652

Dear Uday Sai Gandhi,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer -Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Deccanparks, No. 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmaal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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317126520194

03

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203295057/Hyderabad**  
**Date: 11/01/2021**

Mr. Nikhilesh Gorle  
Qr.No:116 E ,Sector 3Ukkunagaram,  
Behind Dav School,  
Visakhapatnam-530032,  
Andhra Pradesh,  
Tel# 91-7780680159

Dear Nikhilesh Gorle,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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**TCSL/CT20203295057**

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Oneconpark, No.3 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

Registered Office: Niral Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Service: 1800 209 3111 Email: careers@tcs.com



317126520195

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203505551/Mumbai**  
**Date: 02/09/2021**

Mr. Ravi Teja Gurram  
7-39Lankelapalem,  
Opposite Sbi Atm,  
Visakhapatnam-531019,  
Andhra Pradesh.  
Tel# 91-9014243440

Dear Ravi Teja Gurram,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore/ TCS Xperience (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

**TCS Confidential**  
**TCSL/CT20203505551**

1

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRC Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 Website: www.tcs.com

Registered Office: Nimmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



Cognizant



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317126520195

29-Aug-2021

**Dear Gurram Raviteja,**  
B.Tech, Mechanical Engineering  
Anil Neerukonda Institute of Technology and Sciences, Visakhapatnam

**Candidate ID - 17401146**

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee**

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of **INR 401,988/-**. This includes an annual target incentive of **INR 22,500/-** as well as Cognizant's contribution of **INR 19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to **INR Rs. 450,500/-**. This includes an annual target incentive of **INR 22,500/-** as well as Cognizant's contribution towards benefits such as Medical, Accident and Life Insurance, as applicable.

Your appointment will be governed by the terms and conditions of employment as presented in **Employment Agreement**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant.

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program as detailed below:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized.

Regd. Office: 115/535, Old Mahabalipuram Road, Okklam Thora-pakkam, Chennai - 600 097





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217126520196

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203555266/Hyderabad**  
**Date: 11/01/2021**

Mr. Janapareddi Bharghav  
 14-2Kaspa Street,  
 Kasimkota,  
 Anakapalle-531031,  
 Andhra Pradesh.  
 Tel# 91-9701938682

Dear Janapareddi Bharghav,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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**TATA CONSULTANCY SERVICES**  
 Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
 Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
 Registered Office: Nimral Building, 9th Floor, Nariman Point, Mumbai 400 021  
 TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com

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317126520196

## Activation mail - Login and other details from CHEGG

1 message

Sat 23 Nov, 2019 at 7:50 PM

Nilima Vadlamani <nilima.v@chegg.com>  
To: bharghavjb36@gmail.com <bharghavjb36@gmail.com>

Dear Janapareddi Bharghav,  
Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

### How to start working?

- Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:
  - Login ID: bharghavjb36@gmail.com
  - Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on -  
2019-20-11 22:25

Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

### Compensation:

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. [Click here](#) to visit our self-help section for faster query resolution.

If you still did not receive an answer to your query, you may submit a support ticket

\*you will also be added to a WhatsApp group of expert answerers.

Thanks & Regards,



**Chegg**

A Smarter Way to Student™


Expert Hiring Team

[E] [caa\\_support@chegg.com](mailto:caa_support@chegg.com)

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7/27/2021

Anil Neerukonda Institute of Technology &amp; Sciences Mail - Fwd: Congratulations! You have been selected to be part of Accenture!



317126520197

Dr. Rajesh Ghosh &lt;rajesh\_ghosh.me@anits.edu.in&gt;

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**Fwd: Congratulations! You have been selected to be part of Accenture!**

1 message

Dr. Lenin V R - Mech <leninvr.me@anits.edu.in>  
 To: "Dr. Rajesh Ghosh" <rajesh\_ghosh.me@anits.edu.in>

Tue, Jul 27, 2021 at 2:31 PM

----- Forwarded message -----

From: pavankumar ijada <pawansr19@gmail.com>  
 Date: Tue, 27 Jul 2021, 14:10  
 Subject: Fwd: Congratulations! You have been selected to be part of Accenture!  
 To: leninvr.me@anits.edu.in <leninvr.me@anits.edu.in>

----- Forwarded message -----

From: AVINASH NARAYANA <avinashnarayana26@gmail.com>  
 Date: Tue, 27 Jul, 2021, 2:05 pm  
 Subject: Fwd: Congratulations! You have been selected to be part of Accenture!  
 To: <pawansr19@gmail.com>

----- Forwarded message -----

From: donotreply.indiacampus <donotreply@indiacampus.accenture.com>  
 Date: Wed, 14 Jul, 2021, 17:52  
 Subject: Congratulations! You have been selected to be part of Accenture!  
 To: <avinashnarayana26@gmail.com>

**See you soon at Accenture!**

Dear K N V S S Avinash,

You've made it! Congratulations on successfully completing our hiring process.

We are glad to extend our Letter of Intent (LOI) to confirm your selection. **You must accept our LOI within 2 days**, if not we will consider your withdrawal from our process.

Steps to follow for accepting LOI:

<https://mail.google.com/mail/u/0?ik=8682ac771b&view=pt&search=ai&permthid=thread-f%3A1705427969110101055&siml=msg-f%3A17054279...> 1/2

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317126520199



HRD/3T/1001723792/21-22

Mr. Krishna Nagasai Kalabarigi  
20-174/A  
Srinivasa Nagar, Gollanarayanapuram  
Vishakhapatnam-530027  
India

Ph: +91-9182276300

Dear Krishna Nagasai,

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

INFOSYS LIMITED  
CIN: I85110KA1981PLC013115  
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*

317126520205



Capgemini Technology Services India Limited  
(Formerly known as GATE Global Solutions Limited)  
IT 1, IT 2, Airoj MIDC, Thane-Betapur Road,  
Navi Mumbai 400708, Maharashtra, India.  
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121  
www.capgemini.com/in-en

**Superset ID: 1517339**

**Letter of Intent ("LOI")**

Dear Lanka Praneeth Satya,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst and A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/ diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) e-learning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.

**ANNEXURE 1**

3471-205

**Lanka Praneeth Satya**  
**Analyst and A4**

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only)**. On completion of 1 year of service from your date of joining, you will receive fixed one-time incentive of **INR 25,000/- (Rupees Twenty Five Thousand only)**. Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

**For & On Behalf of Capgemini**

**Tejinder Sethi**  
**Head - Fresher Hiring**

This is a system generated document and does not need a signature

---

Regd Office: Pune Hinjewadi Regd. Office No. 14, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, MIDC SEZ, Village Man, Taluka Mulshi, Pune - 411057, Maharashtra, India. Tel: +91 20 6899 1000 | Fax: +91 20 6899 5050 | CIN: U55110PN1993PLC145950

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317126590212



To,

**Name :** Ugandhar Anil Pantala

**Re: Important information post your clearance of the interview process during the Campus Visit**

Dear Ugandhar Anil Pantala,

This confirms you have cleared the initial Interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
  - The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
    - Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
    - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
    - On successful completion of the program and clearance of the Technology fundamental



317126520212



A Unit of Focus 4D Career Education Pvt. Ltd

April 17, 2021

Mr S R Ravishankar  
srravishankar2@gmail.com  
Candidate id:CN20210189

Dear S R Ravishankar

Further to our interactions with you, we are pleased to offer you the position of **Placement Mentor** at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an internship. During this period you will be paid a stipend of Rs.10000/- out of which Rs.8000/- will be fixed and Rs.2000/- will be performance based pay. In addition you will be provided with other allowance upto Rs.1500/-. Your performance during this Internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Placement Expert** with an Annual CTC of **Rs.3,06,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of **2 years** starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 5 days from the date of offer.

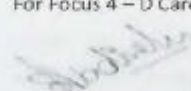
We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.



Annexure I: Annual Compensation Structure			
Name	Mr. S R Ravishankar	Position & Department	Placement Expert
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		2,52,012/-
2	Other Allowance		18,000/-
3	Total Fixed Pay per annum		2,70,012/-
4	Annual Performance Linked Pay (Maximum)		35,988/-
	Total Cost to Company		3,06,000/-

**Notes:** \*Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

Thank you  
Yours sincerely  
For Focus 4 – D Career Education Pvt Ltd.

  
Arumugam N Vadivelu  
Senior Manager – HR Ops & Strategy

**ACCEPTANCE OF OFFER**

*I hereby confirm that I accept the above offer with all its terms and conditions of employment.*

Name & Signature of the candidate with date of acceptance



317126520220

Offer: Computer Consultancy  
 Ref: TCSL/CT20203492192/Hyderabad  
 Date: 11/01/2021

Mr. Venkatesh Sanapati  
 37-6-75/1/11, Flat No 402 , Sri Vamsi Enclave Ravindra Bharati School Road,  
 Muralinagar,  
 Visakhapatnam-530007,  
 Andhra Pradesh.  
 Tel# 91-6302705123

Dear Venkatesh Sanapati,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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 Registered Office: Normal Building, 9th Floor, Nandanam Point, Mylapore-600 021  
 TCS Career Services: (800 209 1111) Email: car-mss@tcs.com

*S. Venkatesh*



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~~317126520220~~

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203552663/Hyderabad**  
**Date: 11/01/2021**

Mr. Uday Bhaskar Sopinti  
5-605/17Bnr Nagar,  
Dairy Farm,  
Visakhapatnam-530040,  
Andhra Pradesh.  
Tel# 91-9542954349

Dear Uday Bhaskar Sopinti,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT) Unit**, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com

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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203173471/Hyderabad**  
**Date: 11/01/2021**

Mr. Leela Sai Venkat Thandi  
Amuktha Enclave 49-52-6, Shankaramatham Road, Visakhapatnam, Andhra Pradesh-530016,  
Shankaramatham,  
Visakhapatnam-530016,  
Andhra Pradesh.  
☎# -9160546414

Dear Leela Sai Venkat Thandi,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (readiness Incentive and/or Competency Incentive) based on your performance in TCS Xplore Program which gives you an additional earning potential of up to **₹60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the portal 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

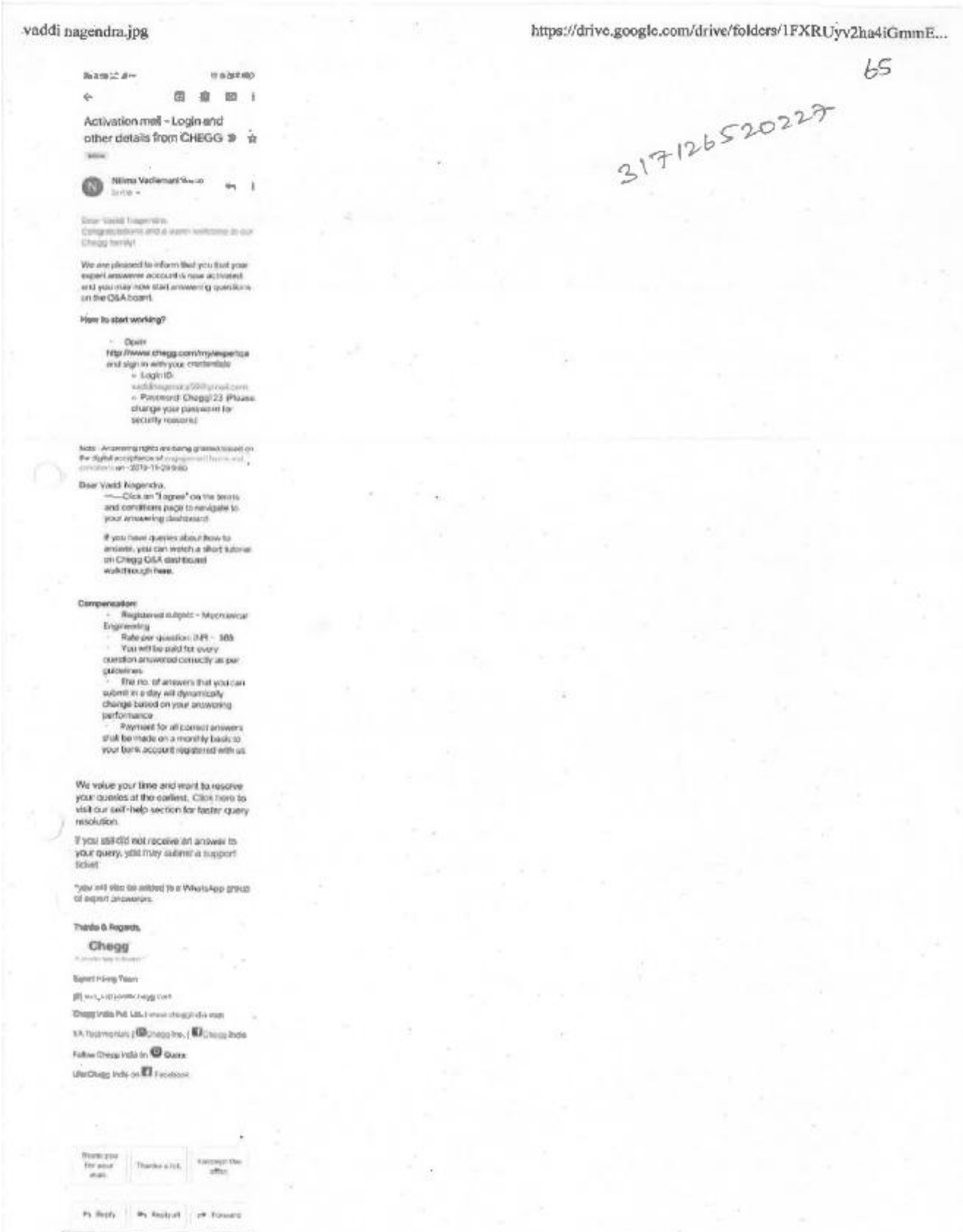
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Registered Office: Nirmal Building, 9th Floor, Nirmal, Hyderabad-500021  
TCS Careers ServiceLine: 1800 209 3111 E-mail: [careers@tcs.com](mailto:careers@tcs.com)





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317126520229

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203470941/Hyderabad**  
**Date: 11/01/2021**

Mr. Uday Kiran Varanasi  
50-3-5Opposite Prasad Rao Hospital,  
Seethammapeta,  
Visakhapatnam-530016,  
Andhra Pradesh.  
Tel# 91-9182641558

Dear Uday Kiran Varanasi,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com

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317126520230

**Cognizant**



30-Aug-2021

Dear Naveen Vasupalli,  
B.Tech, Mechanical  
Anil Neerukonda Institute of Technology and Sciences, Visakhapatnam

Candidate ID - 17785697

Thank you for exploring career opportunities with Cognizant Technology Solutions India Private Limited ("Cognizant"). You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee**

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR 401,988/-. This includes an annual target incentive of INR 22,600 /- as well as Cognizant's contribution of INR 19,500/- towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR Rs. 450,500/-. This includes an annual target incentive of INR 22,500/- as well as Cognizant's contribution towards benefits such as Medical, Accident and Life Insurance, as applicable.

Your appointment will be governed by the terms and conditions of employment as presented in **Employment Agreement**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant.

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program as detailed below:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continua with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized

Rfqd. Office: 115/535, Old Mahabalipuram Road, Okklam Thoralpakkam, Chennai - 600 097





317126520230

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20206907832/Hyderabad**  
**Date: 11/01/2021**

Mr. Chandra Sekhar Yandra  
H-414-BPondara Veedhi,  
Balaga,  
Srikakulam-532001,  
Andhra Pradesh.  
Tel# -

Dear Bindu Madhavi Bora,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer -Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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318126520231

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203550247/Hyderabad**  
**Date: 11/01/2021**

Mr. Puneeth Posni  
Door No: 1-57-1/3 Road No: 03,  
Fci Colony,  
Tadepalligudem-534101,  
Andhra Pradesh.  
Tel# -

Dear Puneeth Posni,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT) Unit**, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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**TCSL/CT20203550247**

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Tata Consultancy Services Limited

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Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Career Service Line: 1 800 209 3111 Email: careers@tcs.com

*P. Puneeth*

1



**Ref: TCSL/CT20203550247/1429473/Hyderabad**  
**Date: 14 June 2021**

MR. PUNEETH POSNI  
Door No: 1-57-1/3 Road No: 03,  
Fci Colony, Tadepalligudem,  
Andhra Pradesh-534101.  
Tel# 917780754409

**Sub: Joining Letter**

Dear Mr. Puneeth Posni,

We would like to take this opportunity to extend a very warm welcome to TATA Consultancy Services Limited (TCSL) family.

We are pleased to inform you that your joining date at TCSL will be **15th July 2021**, your joining location is **Chennai**, work location is **Chennai** and your stream is **EIS & IOT**. This has been provided considering your preference and business requirements.

Your wellbeing is our utmost priority in the current COVID-19 pandemic scenario across India. Keeping this in mind, and the regulations enforced by various states at this point, we have internally enabled a virtual onboarding process for our future TCSers. For the Virtual Onboarding Process, **you will not be required to physically report at the TCS offices on the date of your joining**.

TCS XP HR Team will reach out to you over email in the next few days to guide you further on the virtual onboarding process and steps to be taken to prepare yourself for onboarding.

Congratulations on completing the first phase of your learning through TCS Xplore Program. We appreciate your passion towards learning which has helped you to perform well. You are now set to experience learning through our coveted TCS Xperience Program.

Private and Confidential

Page | 1

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Ltd

Peepul Park, Technopark Campus, Karavattom P.O., Thiruvananthapuram - 695 581, Kerala, India  
Telephone : +91 471 6629400, Fax: +91 471 6629499, Website : www.tcs.com  
Registered Office : Nirmal Building, 9th Floor, Nariman Point, Mumbai - 400 021  
Corporate Identification Number (CIN): L22210MH1995PLC084781

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318126520L02



Date – 26 May' 2021

Name : T.Bhaskara Rao  
 Mob: 8297424819  
 Email: tangetibhaskar@gmail.com

**Sub: Letter of Intent**

Dear T.Bhaskara Rao,

This has reference to your application and subsequent interview you had with us. We are pleased to make you a provisional offer for a career with Quality Austria Central Asia Pvt Ltd. Your initial assignment would be as an **Quality Inspector** and you shall be reporting functionally to **Mr Ravishankar** or any official designated by him.

- Your annual fixed compensation would be **Rs.180000/-** subject to statutory deductions and would be effective from the date of your joining the Company. However, the structure of your compensation plan may be altered / changed from time to time in line with the compensation policy and practices of the company.
- As per company policy, the probation period applicable to you shall be 6 months.
- On the date of joining, please bring the following original documents for verification along with one copy of each for submission:

Ser No	Documents	Remarks
1.	Educational Certificates (Class 10th, 12th, Graduation, Post-Graduation)	As applicable to you. Mark sheets of all semesters are required.
2.	PAN Card	In case you do not have PAN Card, apply for the same immediately and share acknowledgement.
3.	Aadhaar Card	The Provident Fund remittance is now linked through Aadhaar details hence it is mandatory to share your Aadhaar details on the induction day. In case of non-availability of Aadhaar, you are requested to get yourself enrolled immediately and share your enrolment details on the Induction day. Access the below link and download the eAadhaar copy: <a href="https://eaadhaar.uidai.gov.in/">https://eaadhaar.uidai.gov.in/</a>
4.	Identification & Address proof (Driving Licence / Passport / Voter ID)	Required only if Aadhaar is not available/updated
5.	Previous Employment record (Appointment letter, Relieving letter/Experience certificate, last three months' salary slip)	Appointment letter and relieving letter/ exuberance certificate of all the previous organization are required. Salary slips are required only of previous organization. Not applicable for fresher.
6.	Provident fund membership number and UAN number of previous employment	This is mandatory if you were a member of PF in your previous organization
7.	Copy of cancelled cheque of existing bank account	Only individual Saving account, joint account or student account is not allowed

**Quality Austria Central Asia Private Ltd.**

CIN:-U74140DL2010PTC207439 52B, Ground Floor, Okhla Industrial Area, Phase III, New Delhi – 110020, India Tel: +91 112 5106100, Fax: +91 112 5106109  
[www.qualityaustriacentralasia.com](http://www.qualityaustriacentralasia.com)



318126520L03



Name : Kaari Keerti Appan Ramkumar  
Mob: 9642970739  
Email: kkaramkumar031@gmail.com

Date – 26 May' 2021

**Sub: Letter of Intent**

Dear Kaari Keerti Appan Ramkumar,

This has reference to your application and subsequent interview you had with us. We are pleased to make you a provisional offer for a career with Quality Austria Central Asia Pvt Ltd. Your initial assignment would be as an **Quality Inspector** and you shall be reporting functionally to **Mr Ravishankar** or any official designated by him.

1. Your annual fixed compensation would be **Rs.180000/-** subject to statutory deductions and would be effective from the date of your joining the Company. However, the structure of your compensation plan may be altered / changed from time to time in line with the compensation policy and practices of the company.
2. As per company policy, the probation period applicable to you shall be 6 months.
3. On the date of joining, please bring the following original documents for verification along with one copy of each for submission:

Ser No	Documents	Remarks
1.	Educational Certificates (Class 10th, 12th, Graduation, Post-Graduation)	As applicable to you. Mark sheets of all semesters are required.
2.	PAN Card	In case you do not have PAN Card, apply for the same immediately and share acknowledgement.
3.	Aadhaar Card	The Provident Fund remittance is now linked through Aadhaar details hence it is mandatory to share your Aadhaar details on the Induction day. In case of non-availability of Aadhaar, you are requested to get yourself enrolled immediately and share your enrolment details on the Induction day. Access the below link and download the eAadhar copy: <a href="https://aadhaar.uidai.gov.in/">https://aadhaar.uidai.gov.in/</a>
4.	Identification & Address proof (Driving Licence / Passport / Voter ID)	Required only if Aadhaar is not available/updated
5.	Previous Employment record (Appointment letter, Relieving letter/Experience certificate, last three months' salary slip)	Appointment letter and relieving letter/ exuberance certificate of all the previous organization are required. Salary slips are required only of previous organization. Not applicable for fresher.
6.	Provident fund membership number and UAN number of previous employment	This is mandatory if you were a member of PF in your previous organization
7.	Copy of cancelled cheque of existing bank account	Only individual Saving account, joint account or student account is not allowed

**Quality Austria Central Asia Private Ltd.**

CIN:-U74140DL2010PTC207439 52B, Ground Floor, Okhla Industrial Area, Phase III, New Delhi – 110020, India Tel: +91 112 5106100, Fax: +91 112 5106109  
[www.qualityaustriacentralasia.com](http://www.qualityaustriacentralasia.com)



318126520L06

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## Activation mail - Login and other details from CHEGG

1 message

**Nilima Vadlamani** <nilima.v@chegg.com>  
To: prabhapyla369@gmail.com <prabhapyla369@gmail.com>

Fri 22 Nov, 2019 at 8:04 PM

Dear Prabhakar Pyla,

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

### How to start working?

- Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:
  - Login ID:prabhapyla369@gmail.com
  - Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on -2019-21-11 17:55

—Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

### Compensation:

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance

- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. [Click here to visit our self-help section for faster query resolution.](#)

If you still did not receive an answer to your query, you may submit a support ticket

\*you will also be added to a WhatsApp group of expert answerers.

Thanks & Regards,

**Chegg**

A Smarter Way to Student

Expert Hiring Team

[E] [eas\\_support@chegg.com](mailto:eas_support@chegg.com)

Chegg India Pvt. Ltd. | [www.cheggindia.com](http://www.cheggindia.com)

EA Testimonials | [in](#) Chegg Inc. | [f](#) Chegg India

Follow Chegg India on [Q](#) Quora

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318126520209

## Activation mail - Login and other details from CHEGG

2 messages

Nilima Vadlamani <nilima.v@chegg.com>  
To: rajreddy9341@gmail.com <rajreddy9341@gmail.com>

Thu, 21 Nov 2019 at 9:06 pm

Dear Poothi Venu Salya Jaya Raju Reddy,

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

### How to start working?

- Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:
  - o Login ID: rajreddy9341@gmail.com
  - o Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 20-11-2019 10:59

—Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

### Compensation:

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. [Click here](#) to visit our self-help section for faster query resolution.

If you still did not receive an answer to your query, you may submit a support ticket

\*you will also be added to a WhatsApp group of expert answerers.

Thanks & Regards,

**Chegg**

A Smarter Way to Student™

Expert Hiring Team





Strictly Private and Confidential

318126520L09

Date:16-Jul-2021

Sai Krishna Kollivalasa  
C9768601

4-40-2,kagalthavari street,pedawallair, L.B colony,viaakhapatnam

7981786179

Dear Sai Krishna Kollivalasa,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group- Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached "Terms of Employment". You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA and above in the current degree as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 2.1 (Feb 2021)

1

candidate's Signature

51

il NecruKonda Institute of Technology & Sciences Mail - Fwd: [## 1...

https://mail.google.com/mail/u/0?ik=9862ac7f1b&view=pt&search=



Rajesh Ghosh <rajesh\_ghosh.me@anits.edu.in>

**Fwd: [## 180271 ##] Re: Degree Approved | Final Verification Step Pending**

1 message

Pavan kumar <pavankorada38@gmail.com>  
To: rajesh\_ghosh.me@anits.edu.in

Fri, Nov 29, 2019 at 11:00 AM

3181 26520L12

----- Forwarded message -----

From: Chegg Expert Hiring <experthiring@chegg.com>  
Date: Fri, 29 Nov 2019, 9:49 am  
Subject: Re:[## 180271 ##] Re: Degree Approved | Final Verification Step Pending  
To: Pavan kumar <pavankorada38@gmail.com>

Hi,

Congratulations and a warm welcome to our Chegg family !

We are pleased to inform that you that your expert answerer account is now activated and you may now start answering questions on the Q&A board.

**How to start working ?**

- Open [www.chegg.com](http://www.chegg.com) and click on sign in on the top right corner
  - Login ID: same as your email id used in the registration process
  - Password: Chegg123 (Please change your password for security reasons)
- Please use this link after you are logged in and click on start answering questions – <http://www.chegg.com/my/expertqa>
- If you do not see answering questions tab, please use this link – <http://www.chegg.com/my/questions-and-answers>

**Compensation:**

- Rate per question: Shared with you already in your activation mail
- Paid for every question answered correctly as per guidelines
- No limit to the number of questions that can be answered by you
- Payment shall be made once a month based on the number of questions answered

Please give us a "Good rating" if you are satisfied with our response. How would you rate our reply?



Good



Okay



Bad

Thanks and Regards,

Expert Hiring Team  
Chegg India Pvt. Ltd.

Follow Chegg India on [Quora](#)

Like Chegg India on [Facebook](#)

il Neerukonda Institute of Technology & Sciences Mail - Fwd: [0/0] i... <https://mail.google.com/mail/u/0?ik=9862ac7f1b&view=pt&search=>

--- On Thu, 28 Nov 2019 15:31:36 +0530 "Pavan kumar"<pavankorada38@gmail.com> wrote ----

When will i get questions for solving

On Thu, 28 Nov 2019, 2:37 pm , <expertiring@chegg.com> wrote:

Dear korada pavan kumar,

We are pleased to inform you that the degree you uploaded have been approved.

**Kindly complete the final Step of the recruitment process of verification. You may login by clicking here.**

You have accepted the engagement terms and conditions. You may review the same by clicking here.

After submission, our expert hiring team shall get in touch within 2 weeks (Mon-Fri) with the final decision on your candidature.

For further queries, please submit a support ticket

**Thanks & Regards,**

**Expert Hiring Team**

Chegg India Pvt. Ltd.

[www.cheggindia.com](http://www.cheggindia.com)

Expert Testimonials



318126520L19

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**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203490512/Hyderabad**  
**Date: 11/01/2021**

Mr. Korada Pavan Kumar  
 5-72R.H.Colony,  
 P.M.Palem,  
 Visakhapatnam-530041,  
 Andhra Pradesh.  
 Tel# 91-7569046892

Dear Korada Pavan Kumar,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be assigned a role in the **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

**TCS Confidential**  
**TCSL/CT20203490512**

1

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No.1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
 Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
 Registered Office: Nimra Building, 9th Floor, Nariman Point, Mumbai 400 021  
 TCS Careers Service Line: 1800 209 5111 Email: careers@tcs.com

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318126520L19

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203490512/Hyderabad**  
**Date: 11/01/2021**

Mr. Korada Pavan Kumar  
 5-72R.H.Colony,  
 P.M.Palem,  
 Visakhapatnam-530041,  
 Andhra Pradesh.  
 Tel# 91-7569046892

Dear Korada Pavan Kumar,

**Sub: Letter of Offer**

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This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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**TCS Confidential**  
**TCSL/CT20203490512**

1

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Decampark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
 Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
 Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
 TCS Careers ServiceLine: 1800 209 31 11 Email: careers@tcs.com

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37  
318126520L19

## Activation mail - Login and other details from CHEGG

1 message

Nilima Vadlamani <nilima.v@chegg.com>

Thu, 28 Nov 2019 at 8:45 pm

To: pavankorada38@gmail.com <pavankorada38@gmail.com>

Dear Korada Pavan Kumar,

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

### How to start working?

- Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:
  - Login ID: pavankorada38@gmail.com
  - Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 2019-11-27 14:50

—Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

### Compensation:

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. [Click here](#) to visit our self-help section for faster query resolution.

318126520LD0



Date – 26 May' 2021

Name : Gangadharani Dinesh  
 Mob: 8897556386  
 Email: dineshgangadharani@gmail.com

**Sub: Letter of Intent**

Dear Gangadharani Dinesh,

This has reference to your application and subsequent interview you had with us. We are pleased to make you a provisional offer for a career with Quality Austria Central Asia Pvt Ltd. Your initial assignment would be as an **Quality Inspector** and you shall be reporting functionally to **Mr Ravishankar** or any official designated by him.

- Your annual fixed compensation would be **Rs.180000/-** subject to statutory deductions and would be effective from the date of your joining the Company. However, the structure of your compensation plan may be altered / changed from time to time in line with the compensation policy and practices of the company.
- As per company policy, the probation period applicable to you shall be 6 months.
- On the date of joining, please bring the following original documents for verification along with one copy of each for submission:

Ser No	Documents	Remarks
1.	Educational Certificates (Class 10th, 12th, Graduation, Post-Graduation)	As applicable to you. Mark sheets of all semesters are required.
2.	PAN Card	In case you do not have PAN Card, apply for the same immediately and share acknowledgement.
3.	Aadhaar Card	The Provident Fund remittance is now linked through Aadhaar details hence it is mandatory to share your Aadhaar details on the induction day. In case of non-availability of Aadhaar, you are requested to get yourself enrolled immediately and share your enrolment details on the induction day. Access the below link and download the eAadhaar copy: <a href="https://eaadhaar.uidai.gov.in/">https://eaadhaar.uidai.gov.in/</a>
4.	Identification & Address proof (Driving Licence / Passport / Voter ID)	Required only if Aadhaar is not available/updated
5.	Previous Employment record (Appointment letter, Relieving letter/Experience certificate, last three months' salary slip)	Appointment letter and relieving letter/ exuberance certificate of all the previous organization are required. Salary slips are required only of previous organization. Not applicable for fresher.
6.	Provident fund membership number and UAN number of previous employment	This is mandatory if you were a member of PF in your previous organization
7.	Copy of cancelled cheque of existing bank account	Only individual Saving account, joint account or student account is not allowed

**Quality Austria Central Asia Private Ltd.**

CIN:-U74140DL2010PTC207439 52B, Ground Floor, Okhla Industrial Area, Phase III, New Delhi – 110020, India Tel: +91 112 5106100, Fax: +91 112 5106109  
[www.qualityaustriacentralasia.com](http://www.qualityaustriacentralasia.com)



318126520 L20

## Activation mail - Login and other details from CHEGG

1 message

Nilima Vadlamani <nilima.v@chegg.com>  
To: dineshgangadharani@gmail.com <dineshgangadharani@gmail.com>

Fri, Nov 29, 2019 at 6:12 PM

Dear Dinesh Gangadharani,

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

### How to start working?

- Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:
  - Login ID: dineshgangadharani@gmail.com
  - Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 2019-11-28 21:34

• Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

### Compensation:

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. [Click here](#) to visit our self-help section for faster query resolution.

If you still did not receive an answer to your query, you may [submit a support ticket](#)

\*you will also be added to a WhatsApp group of expert answerers.





318126520L24

**Offer: Computer Consultancy**  
**Ref: TCSL/CT20203505990/Hyderabad**  
**Date: 11/01/2021**

Mr. Singampalli Bhanu SivaShankar  
 5-17/1Vilas Khan Palem,  
 Bhandevupuram,  
 Visakhapatnam-535250,  
 Andhra Pradesh.  
 Tel# 91-7000900052

Dear Singampalli Bhanu SivaShankar,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer -Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

**TCS Confidential**  
**TCSL/CT20203505990**

1

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
 Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
 Registered Office: Narimaal Building, 9th Floor, Nariman Point, Mumbai 400 021  
 TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com

Dear Lakshmi Narasimha Murthy Pitani,  
Congratulations and a warm welcome to our Chegg family!

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We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

318126520L24

#### How to start working?

- Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:
  - Login ID: [prasanna961838@gmail.com](mailto:prasanna961838@gmail.com)
  - Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on -2019-21-11 15:39

← Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

#### Compensation:

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. [Click here](#) to visit our self-help section for faster query resolution.

If you still did not receive an answer to your query, you may submit a support ticket

\*you will also be added to a WhatsApp group of expert answerers.

Thanks & Regards,

**Chegg**

A Smarter Way to Student\*

318126520L28



Offer Letter

Date: August 30, 2022

Mr. Bokam Teja,  
S/O- Bokam Kanaka Rao, 00, Anthakapalli, Last House,  
Sabbavaram, Visakhapatnam, Andhra Pradesh-531035.

Dear Mr. Bokam Teja,

It is our pleasure to extend the following employment offer to you with IMEG Engineering (India) Pvt. Ltd. further to your application and subsequent interview you had with us. You are offered the position of **Graduate Trainee Engineer** with effect from **1<sup>st</sup> September, 2022**. You will be based at our office/unit at Vizag.

You will be on probation for 6 months. After successful completion of the probation period and further review, your services with the organization may be confirmed and the remuneration would be as per policies of the organization. Regular performance reviews will be done to assess your performance in the company.

You are requested to submit the Photocopies of the Testimonials (identity proof, address proof), qualification documents and certificates, appointment letter, proof of salary, relieving letter from your previous employer and 4 photographs at the time of joining. **You will also be required to sign Non-Disclosure Agreement, Non-Solicitation Agreement and Service Agreement** in favor of the company at the time of joining as per policy of the Company. This was discussed and agreed upon on the day of interview.

Offer stands canceled in case of any deviation found in the information provided by you or if you fail to report to us on or before, **1<sup>st</sup> September, 2022**.

Honesty, Loyalty, trustworthiness, good performance and hard work are the qualities required for an enduring relationship with the company.

With Best Wishes,

Yours faithfully,  
For IMEG Engineering (India) Pvt. Ltd.

Neeraja Hari  
Sr. Manager - HR & Operations

IMEG Engineering (India) Pvt. Ltd.  
Registered Office: Plot No. 15, 2<sup>nd</sup> & 3<sup>rd</sup> Floor, BH-Vikram Complex, Near Gunkul Tower, Hyderabad, Andhra Pradesh, India - 500062.  
Branch Office: Plot No. 15, 2<sup>nd</sup> & 3<sup>rd</sup> & 4<sup>th</sup> Floor, Kaitheemata, Beside Tour Centre Hotel, Waltair, United States of America, ANDHRA PRADESH, INDIA - 530062.  
Phone: +91 854204 1111 / +91 854204 1112 | Email: india@imegcorp.com  
CIN No. U33-9009-2009-11-0262785

53



## Activation mail - Login and other details from CHEGG

1 message

Nilima Vadlamani <nilima.v@chegg.com>  
To: pravalikapravi3435@gmail.com <pravalikapravi3435@gmail.com>

Mon, 25 Nov 2019 at 7:19 pm

Dear Pravalika Rani Vadapalli,

Congratulations and a warm welcome to our Chegg family!

318126520L30

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

### How to start working?

- Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:
  - Login ID: pravalikapravi3435@gmail.com
  - Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 2019-23-11 11:55

—Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

### Compensation:

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. [Click here](#) to visit our self-help section for faster query resolution.



# Activation mail - Login and other details from CHEGG

41



Inbox

~~08516~~  
318126520L33



**Nilima Vadlamani** 23 Nov

to me ^



**From** Nilima Vadlamani • nilima.v@chegg.com

**To** lakshminarayanagudivada08516@gmail.com

**Date** 23 Nov 2019, 7:41 PM



Standard encryption (TLS).

See security details

**Dear Lakshmi Narayana Gudivada,**  
**Congratulations and a warm welcome to our Chegg family!**

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

**How to start working?**

- Rate per question. INR - 100
- You will be paid for every question answered correctly as per guidelines 4.3
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. **Click here** to visit our self-help section for faster query resolution.

If you still did not receive an answer to your query, you may **submit a support ticket**

\*you will also be added to a WhatsApp group of expert answerers.

**Thanks & Regards,**

**Chegg**

A Smarter Way to Student

**Expert Hiring Team**



318126520237

## Activation mail - Login and other details from CHEGG

3 messages

Nilima Vadlamani <nilima.v@chegg.com>  
To: tejaupendra9701@gmail.com <tejaupendra9701@gmail.com>

Fri, 22 Nov 2019 at 8:03 pm

Dear Anupola Ravi Kumar,

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

### How to start working?

- Open <http://www.chegg.com/my/experts> and sign in with your credentials:
  - Login ID: [tejaupendra9701@gmail.com](mailto:tejaupendra9701@gmail.com)
  - Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on -2019-20-11 19:26

— Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

### Compensation:

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. [Click here](#) to visit our self-help section for faster query resolution. If you still did not receive an answer to your query, you may [submit a support ticket](#)

You will also be added to a WhatsApp group of expert answerers.

Thanks & Regards,

**Chegg**

A Smarter Way to Student

Expert Hiring Team

[E] [ees\\_support@chegg.com](mailto:ees_support@chegg.com)

Chegg India Pvt. Ltd. | [www.cheggindia.com](http://www.cheggindia.com)

EA Testimonials | Chegg Inc. | Chegg India

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upendra teja <tejaupendra9701@gmail.com>  
Draft to: Nilima Vadlamani <nilimav@chegg.com>

I accept the offer

L37

On Fri, 22 Nov 2019, 8:03 pm Nilima Vadlamani, <nilimav@chegg.com> wrote:

Dear Ampolu Ravi Kumar,

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

#### How to start working?

- Upon <http://www.chegg.com/my/experts> and sign in with your credentials:
  - Login ID:tejaupendra9701@gmail.com
  - Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on -2019-20-11 19:26

—Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

#### Compensation:

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
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If you still did not receive an answer to your query, you may submit a support ticket

\*you will also be added to a WhatsApp group of expert answerers.

Thanks & Regards,


cid:image001.png@01D49D47.2A899330

Expert Hiring Team

[E] [support@chegg.com](mailto:support@chegg.com)


Chegg India Pvt. Ltd. | [www.cheggindia.com](http://www.cheggindia.com)

EA Testimonials |

https://desk.zoho.com/support/ImageDisplay?

downloadType=uploadedFile&fileName=1542521504824.png&blockid=f660aa4ab3bde8954e6ee688562482372a4c19d3248e4876&zgid=01f32ed968e2170742gcl


Chegg Inc.

https://desk.zoho.com/support/ImageDisplay?

downloadType=uploadedFile&fileName=154252260026.png&blockid=f660aa4ab3bde895d217ba4e4e1e13c7ae6e1c9a87c634282&zgid=01f32ed968e2170242acf

Chegg India

Follow Chegg India on cid:image003.jpg@01D59AF7.925521B0 Quora

Like Chegg India on cid:image006.jpg@01D59AF7.925521B0 Facebook



21  
31812652041

## Activation mail - Login and other details from CHEGG

1 message

Nilima Vadlamani <nilima.v@chegg.com>

Sat, 23 Nov 2019 at 19:49

To: satishgorapalli999@gmail.com <satishgorapalli999@gmail.com>

Dear Gorapalli Sateeshkumar,

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

### How to start working?

- Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:
  - o Login ID: satishgorapalli999@gmail.com
  - o Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 2019-21-11 21:12

—Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

### Compensation:

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. [Click here](#) to visit our self-help section for faster query resolution.



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31/08/2021

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**Congratulations! Selected for Cognizant's GenC - Developer**

1 message

---

**Superset** <notifications@email.joinsuperset.com>  
To: arshadhussain8161@gmail.com

Sat, Aug 21, 2021 at 7:47 PM

Dear Mohammad Hussain,

Greetings from Cognizant!

Congratulations on clearing the Cognizant interview for GenC - Developer! We are happy to inform you that you've been selected for the role. Your journey with Cognizant will be full of learning experiences that help you grow as a professional. You will soon receive communication from Cognizant detailing the steps ahead in the process.

The online selection approach has necessitated a few additional verification process steps and we are in the final stage of completing the same before the offer rollout.

We really look forward to you joining Cognizant and contributing to the growth of the company in the years to come.

Stay safe and healthy!

Best Regards  
Human Resources- GenC Program  
Cognizant

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31812-6520L43



To,

Name : Mohammad Arshad Hussain

Re: Important information post your clearance of the interview process during the Campus Visit

Dear Mohammad Arshad Hussain,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
  - The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
    - Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
    - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
    - On successful completion of the program and clearance of the Technology fundamental



318126520246

## Activation mail - Login and other details from CHEGG

1 message

Nilima Vadlamani <nilima.v@chegg.com>

Thu, 21 Nov, 2019 at 9:12 PM

To: hemanthbuddha113@gmail.com <hemanthbuddha113@gmail.com>

Dear Buddha Hemanth Kumar,

Congratulations and a warm welcome to our Chegg family!

We are pleased to inform that you that your expert answerer account is now activated, and you may now start answering questions on the Q&A board.

### How to start working?

- Open <http://www.chegg.com/my/expertqa> and sign in with your credentials:
  - Login ID: hemanthbuddha113@gmail.com
  - Password: Chegg123 (Please change your password for security reasons)

Note : Answering rights are being granted based on the digital acceptance of engagement terms and conditions on - 20-11-2019 20:42

—Click on "I agree" on the terms and conditions page to navigate to your answering dashboard.

If you have queries about how to answer, you can watch a short tutorial on Chegg Q&A dashboard walkthrough [here](#).

### Compensation:

- Registered subject - Mechanical Engineering
- Rate per question: INR - 168
- You will be paid for every question answered correctly as per guidelines
- The no. of answers that you can submit in a day will dynamically change based on your answering performance
- Payment for all correct answers shall be made on a monthly basis to your bank account registered with us

We value your time and want to resolve your queries at the earliest. [Click here](#) to visit our self-help section for faster query resolution.



318126520L46



Pasupureddy Rajesh <rajesh.pasupureddy143@gmail.com>

**Infosys Campus Recruitment Program: Congratulations, you have a job offer**

Infosys Freshers Recruitment <Talent.Acquisition@infosys.com>  
To: Infosys Freshers Recruitment <Talent.Acquisition@infosys.com>

Tue, 31 May, 6:08 PM



Hello,

Thank you for participating in the Infosys Campus Recruitment Program.

**Congratulations!** You have cleared the interview round to receive a final job offer for the **Systems Engineer** role. The compensation for this role is INR 3.6 lakhs per annum with one year of probation period from the date of allocation to the business unit.

Please note, this is a conditional job offer subject to your eligibility during the recruitment process and your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please contact your placement office or write to us at [Talent.Acquisition@infosys.com](mailto:Talent.Acquisition@infosys.com). Infosys recruitment process related emails sent to any other Infosys email address might not be responded to.

We look forward to welcoming you into our Infosys family.

Regards,

Talent Acquisition  
Infosys

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7/10/2021

Anil Neerukonda Institute of Technology &amp; Sciences Mail - Fwd: Job offer letters from Smart Rotamac

81



318126520L53

Dr. Rajesh Ghosh &lt;rajesh\_ghosh.me@anits.edu.in&gt;

**Fwd: Job offer letters from Smart Rotamac**

1 message

318126520L53 AKKIREDDY TIRUMULU <a.tirumulu.18le.me@anits.edu.in>  
 To: "Dr. Rajesh Ghosh" <rajesh\_ghosh.me@anits.edu.in>

Sat, Jul 10, 2021 at 10:14 AM

----- Forwarded message -----

From: Admin Rambabu <admin@smartrotamac.com>  
 Date: Wed, Jul 7, 2021, 15:24  
 Subject: Job offer letters from Smart Rotamac  
 To: <a.tirumulu.18le.me@anits.edu.in>

To,  
 Akkireddy Tirumulu  
 8074436251

Dear Akkireddy,

Congratulations! With reference to our campus drive 2021, your application and subsequent interviews, we are pleased to offer you the position of "Design Trainee Engineer" in our organization as per the following terms & conditions.

Compensation packages of 2.6 Lakhs in first year, breakup as below:

- 1) Initial 6 months will be internship and during internship stipend of Rs.15,000/- (Rupees Thirteen Thousand) per month will be paid.
- 2) After 6 months of successful completion of the training period, it will be revised to Rs. 22,000/- (Rupees twenty-two thousand) per month.
- 3) After successful completion of 12 months, you will be eligible for a onetime amount of Rs.38,000/-
- 4) Your compensation & position will be reviewed after successful completing of 12 months.

Terms and conditions are as follows:

- 1) Your place of working shall be at Hyderabad (our office location), your services shall be transferred to locations in India or abroad subject to company policies & business requirements.
- 2) As agreed, you will have to execute two years' service bond upon your joining.
- 3) You will be governed by the terms and conditions & company's policies.
- 4) This offer is valid if you accept this offer by 08/07/2021 in writing & you shall report to the work on/before 15/07/2021.
- 5) By accepting this Offer Letter, you shall not enter into any other conflicting agreement or any conflicting obligation that you may be bound to, in the past.

Following original documents to be brought at the date of joining.

- 1) All Educational Certificates including mark sheet
- 2) Passport.
- 3) PAN card for Bank Account.
- 4) Five passport size photographs.

We welcome you to Smart Rotamac family and look forward for a long and mutually rewarding association.  
 Regards,

7/10/2021

Anil Neerukonda Institute of Technology & Sciences Mail - Fwd: Job offer letters from Smart Rotamach

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Thanking You,

For Smart Rotamach Pvt Ltd



#6-2-982, 3<sup>rd</sup> Floor, GNR Arcade, Khairatabad, Hyderabad – 500 004

Near Khairatabad Metro Station, Above HDFC Bank  
Phone: +91 99632 34805 | web: www.smartrotamac.com

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<https://mail.google.com/mail/u/0/?ik=9862ac7f11b&view=pt&search=all&permthid=thread-f%3A1704871605652455545&siml=msg-f%3A17048716...> 2/2