



# ANIL NEERUKONDA INSTITUTE OF TECHNOLOGY & SCIENCES (Autonomous)

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

Sangivalasa - 531 162, Bheemunipatnam (Mandal), Visakhapatnam (District)

Phones : 08933 - 225083, 225084, 9154220250.

Website : [www.anits.edu.in](http://www.anits.edu.in)

e-mail : [principal@anits.edu.in](mailto:principal@anits.edu.in)

## List of students placed

Academic Year: 2019-2020

S.No	Name	Regd No.	Program	Company	Package [LPA]
1	ADABALA ROSHAN NAG KUMAR	316126502001	CHE	DIVI S LABORATORIES	1.92
2	A NIKHIL SAI SRINIVAS	316126502002	CHE	DIVI S LABORATORIES	1.92
3	BOJANKI PRUDHVI	316126502005	CHE	DIVI S LABORATORIES	1.92
4	CHANDAKA SAI KUMAR	316126502006	CHE	DIVI S LABORATORIES	1.92
5	CHINTA SAI KIRAN	316126502007	CHE	INFOSYS LTD.	3.6
6	CHITAKANA SWAMY SAI	316126502008	CHE	DIVI S LABORATORIES	1.92
7	D RAMYA BHARATHI	316126502009	CHE	DECCAN FINE CHEMICALS / DIVIS LABORATORIES	3.54
8	GONNABATHULA S S A HEMANTH	316126502011	CHE	DECCAN FINE CHEMICALS /DIVIS LABORATORIES LTD.	3.54
9	GUNDU HEMANTH	316126502012	CHE	DIVI S LABORATORIES	1.92
10	JINNLA SRAVAN KUMAR	316126502013	CHE	DIVI S LABORATORIES	1.92
11	J CHANDRA SAI GIRISH	316126502015	CHE	DIVI S LABORATORIES	1.92
12	KILAPARTHI KAMALAKAR	316126502016	CHE	DIVI S LABORATORIES LTD/ DECCAN FINE CHEMICALS	1.92
13	N MANOJ YADAV	316126502019	CHE	DIVI S LABORATORIES	1.92
14	PEDDINA SAMPATH KUMAR	316126502020	CHE	DIVI S LABORATORIES/ DECCAN FINE CHEMICALS	3.54
15	P POORNA CHANDRASEKAR	316126502021	CHE	DECCAN FINE CHEMICALS/INF OSYS LTD.	3.6
16	RALLABHANDI NAGA KRISHNA KEERTHANA	316126502022	CHE	DECCAN FINE CHEMICALS /	3.54

				DIVIS LABORATORIES	
17	RONANKI MOZES	316126502023	CHE	DIVI S LABORATORIES	1.92
18	SHORAB MALLO	316126502025	CHE	TORRECID INDIA PVT LTD	3
19	SURISSETTY SAI NARESH	316126502027	CHE	DIVI S LABORATORIES	1.92
20	TANUJ SRIKANTH HANUMANTHU	316126502028	CHE	DIVI S LABORATORIES	3.6
	TANUJ SRIKANTH HANUMANTHU	316126502028	CHE	INFOSYS LTD	3.6
21	VIVEK INNA	316126502030	CHE	DECCAN FINE CHEMICALS /DIVIS LABORATORIES LTD.	3.54
22	VUPPULURI MADHAVI LATHA	316126502031	CHE	INFOSYS LTD	3.6
23	MUPPINA KALYAN BABU	316126502034	CHE	DIVI S LABORATORIES	1.92
24	MOHAMMED SHARUKH NAWAZ	316126502035	CHE	DIVI S LABORATORIES	1.92
25	ANDE JAGADEESH	316126502037	CHE	DIVI S LABORATORIES	1.92
26	GUNDA GANESH KUMAR	316126502038	CHE	DIVI S LABORATORIES	1.92
27	SAMPANGI DINAKARA VARA PRASAD	316126502039	CHE	DECCAN FINE CHEMICALS / DIVIS LABORATORIES	3.54
28	BANDI MANOJ KUMAR	316126502041	CHE	DIVI S LABORATORIES / DECCAN FINE CHEMICALS	3.54
29	VANAM UDAY KIRAN	316126502043	CHE	INFOSYS LTD.	3.6
30	SAMMIDI MANIKANTA	316126502044	CHE	INFOSYS LTD.	3.6
31	PORUPUREDDY SRAVANI	316126502045	CHE	EXTRAMARKS	4.2
32	JUJJURI SASIDHAR	316126502046	CHE	DIVI S LABORATORIES	1.92
33	MALLA APPALANARASAYYA	316126502048	CHE	DIVI S LABORATORIES	1.92
34	GUTTESWARA RAO P	316126502049	CHE	DR REDDY S LABORATORIES	3.5
35	MARADANA GANAPATHI RAO	316126502050	CHE	DIVI S LABORATORIES	1.92
36	SK MAHABOOB SUBHANI	316126502051	CHE	DIVI S LABORATORIES	1.92
37	B DATTA SAI	316126502053	CHE	DIVI S LABORATORIES	1.92
38	GOLLAPALLI VANDANA	316126508011	CE	FACE	2.88
39	JOGA T N LOKESWARA	316126508014	CE	FACE	2.88
40	BORA MALYADHA RATNAM	316126508008	CE	IBM TECH	3.2
41	JADUGURLA VIJAYA LAKSHMI	318226510003	CE	INFOSYS LTD	3.6

42	G SAI RAGHAVENDRA NITISH KUMAR	316126508010	CE	INFOSYS LTD.	3.6
43	KOMMURI JYOTHI SWAROOP	316126508024	CE	INFOSYS LTD.	3.6
44	KOTIPALLI SHANMUKHA VINAY SRINIVAS	316126508025	CE	INFOSYS LTD.	3.6
45	VEGESNA KARTHIK VARMA	316126508051	CE	INFOSYS LTD.	3.6
46	VEMPATAPU SAI PRAVEEN	316126508052	CE	INFOSYS LTD.	3.6
47	YELLAPU LAHARI	316126508055	CE	INFOSYS LTD.	3.6
48	PAPANA THARAKESWAR RAO	316126508069	CE	INFOSYS LTD.	3.6
49	KANAPARTHI YUVA RAHUL	316126508016	CE	JYTRA?TECHNOLOGY SOLUTIONS PVT. LTD	1.8
50	PENTAPATI VENKATA GOWTHAM	316126508035	CE	JYTRA?TECHNOLOGY SOLUTIONS PVT. LTD	1.8
51	REDDI SUJINI LAVANYA	316126508039	CE	JYTRA?TECHNOLOGY SOLUTIONS PVT. LTD	1.8
52	NELAPUDI AJAY RAJ	316126510034	CSE	AMAZON	19
53	GUNNABATHULA TIRUMALESH	316126510081	CSE	AMAZON	19
54	MANKALA SESA SAI	316126510093	CSE	AMAZON	19
55	NAREN SAI KRISHNA KANDIMALLA	316126510164	CSE	AMAZON	19
56	GAVARA JAYA NAGA VENKATA SATISH	316126510010	CSE	APPS ASSOCIATES	4
57	KOTRA SRI VARSHA	316126510022	CSE	APPS ASSOCIATES	4
58	KANURI PRATIMA	316126510087	CSE	APPS ASSOCIATES	4
59	MOHAMMAD MEHAR NAAZ	316126510158	CSE	APPS ASSOCIATES	4
60	CH SAI JYOSHNA	316126510131	CSE	APPS ASSOCIATES	4
61	GUNNAM V SURYANARYANA DURGA SAI KRISHNA	316126510014	CSE	COGNIZANT	4
62	MAVURI SRAVANI	316126510024	CSE	COGNIZANT	4
63	MYLAPILLI RAGHU	316126510031	CSE	COGNIZANT	4
64	NAGIREDDI AMRUTHA LAKSHMI	316126510032	CSE	COGNIZANT	4
65	VIROTHI VENKATA SAI NITESH	316126510059	CSE	COGNIZANT	4
66	CHAJAY SUMANTH	316126510069	CSE	COGNIZANT	4
67	G SAI CHARAN	316126510075	CSE	COGNIZANT	4
68	MOHAMMAD RESHMA	316126510096	CSE	COGNIZANT	4
69	KUNISSETTI HARITHA	316126510149	CSE	COGNIZANT	4
70	PINISSETTI HARI TEJA	316126510167	CSE	COGNIZANT	4
71	MANJETI SUSHMA	316126510027	CSE	COGNIZANT	4
72	SHIV SHANKAR SINGH	316126510050	CSE	COGNIZANT	4
73	THANETI SRI AKHIL	316126510055	CSE	COGNIZANT	4
74	AVVARU ANIL KRISHNA	316126510063	CSE	COGNIZANT	4
75	REDDI BHARGAVI	316126510107	CSE	COGNIZANT	4
76	SHAIK AMEEN	316126510114	CSE	COGNIZANT	4
77	CHITRADA HEMANTH	316126510132	CSE	COGNIZANT	4

	KRISHNA				
78	SAMPATH CHODIPILLI	316126510133	CSE	COGNIZANT	4
79	K ANANTHA RAMAYYA	316126510141	CSE	COGNIZANT	4
80	MARADA RAVINDRA	316126510154	CSE	COGNIZANT	4
81	PRAKHYA DASARI	316126510168	CSE	COGNIZANT	4
82	RAVURU SREE MEGHANA	316126510170	CSE	COGNIZANT	4
83	TATA MANOGNA	316126510177	CSE	COGNIZANT	4
84	BADAM VENKATA DATTA SAI SAILENDRA	316126510124	CSE	COGNIZANT	4
85	GONDESI VAMSIKRISHNA REDDY	316126510012	CSE	CTRL	3.75
86	MOTHA POOJITHA	316126510097	CSE	EFFTRONICS	3.98
87	KUNDRAPU BHARATHI	316126510199	CSE	EFFTRONICS	3.98
88	KOTHAPALLI PYDI AKASH	315126510093	CSE	EXTRAMARKS	4.2
89	CHEVATI SUVARNA RAJU	316126510008	CSE	FACE	2.88
90	RONGALA BHAGYASREE	316126510109	CSE	FACE	2.88
91	VARAPRASADH ALAJANGI	316126510201	CSE	FULL CREATIVE	3
92	BUGATA SRI SAROJINI PADMA KANTHI	316126510007	CSE	GGK TECH	4.5
93	BASA ASHOK KUMAR	316126510004	CSE	HCL	3.5
94	GUNTU SANDHYA	316126510015	CSE	HCL	3.5
95	ADITYA ADIDA	316126510122	CSE	HYUNDAI MOBIS	4
96	KAREDLA SATYADEV KULADEEP KUMAR	316126510144	CSE	HYUNDAI MOBIS	4
97	MUNJILA NAGA SINDHURI	316126510098	CSE	IBM	4.25
98	BODDAPU VENKATA SATYA SAI	316126510128	CSE	IBM	3.3
99	AYINAMPUDI YAMINI PRAVALLIKA	316126510190	CSE	IBM	4.25
100	SAMAYAMANTHULA SATYA SRI	316126510198	CSE	IBM , EFFTRONICS	4.25
101	GADDAI RAHUL	316126510009	CSE	INFOSYS LTD	3.6
102	GOLAGANI ESWARA SAI KUMAR	316126510011	CSE	INFOSYS LTD	3.6
103	KURMALA SAI SANKAR	316126510023	CSE	INFOSYS LTD	3.6
104	MAHAMMAD SAJID BASHA	316126510026	CSE	INFOSYS LTD	3.6
105	GAYATRI PENMETS	316126510038	CSE	INFOSYS LTD	3.6
106	RJOHN WESLEY	316126510045	CSE	INFOSYS LTD	3.6
107	RONANKI CHAITANYA	316126510046	CSE	INFOSYS LTD	3.6
108	ROSELINE VILLURI	316126510047	CSE	INFOSYS LTD	3.6
109	YEDDU VINOD KUMAR	316126510060	CSE	INFOSYS LTD	3.6
110	JALLEPALLI SAI SRI RAMYA	316126510084	CSE	INFOSYS LTD	3.6
111	KUNTAMUKKALA KATYAYINI	316126510091	CSE	INFOSYS LTD	3.6
112	PUJITHA GRANDHI	316126510105	CSE	INFOSYS LTD	3.6
113	ROHITHA KOLA	316126510108	CSE	INFOSYS LTD	3.6
114	SABBAVARAPU MOUNIKA	316126510110	CSE	INFOSYS LTD	3.6
115	SRESAILAM DEEPIKA	316126510116	CSE	INFOSYS LTD	3.6
116	ADABALA V R S AKHILESH	316126510121	CSE	INFOSYS LTD	3.6
117	BETHA DEEPIKA	316126510127	CSE	INFOSYS LTD	3.6
118	BOLLA HEMA RAJA SRI	316126510130	CSE	INFOSYS LTD	3.6
119	DARAPU TARAKESWARA RAO	316126510138	CSE	INFOSYS LTD	3.6
120	KAMBAM PRIYANKA	316126510142	CSE	INFOSYS LTD	3.6

121	KORLA MEGHANA CHOWDARY	316126510147	CSE	INFOSYS LTD	3.6
122	KRISHNA VAMSI GIDUTHURI	316126510148	CSE	INFOSYS LTD	3.6
123	KURMAPU HARITHA	316126510150	CSE	INFOSYS LTD	3.6
124	MADDULA VENKATA NAGA SOWMYA	316126510151	CSE	INFOSYS LTD	3.6
125	MURUKURTHI RAVI VARMA	316126510160	CSE	INFOSYS LTD	3.6
126	NADIMPALLI ROSHITHA VARMA	316126510161	CSE	INFOSYS LTD	3.6
127	PERLA ANUHYA	316126510166	CSE	INFOSYS LTD	3.6
128	GOKAVARAPU MANIKYA MIDHILESH	316126510195	CSE	INFOSYS LTD	3.6
129	NAKKA MOHAN	316126510099	CSE	INFOSYS LTD	3.6
130	POLIPALLI SUNIL KUMAR	316126510103	CSE	INFOSYS LTD	3.6
131	BARLA SARAT SASANK	316126510125	CSE	INFOSYS LTD	3.6
132	DANDU SAIKUMAR	316126510137	CSE	INFOSYS LTD	3.6
133	SRI MOUNIKA MADDILA	316126510175	CSE	INFOSYS LTD	3.6
134	MACHARLA SOHIL ROY	316126510025	CSE	INFY TQ	5
135	GUNDUGOLA SAI PRANEETH	316126510080	CSE	INFY TQ	3.6
136	JESHAVATH ANJI NAIK	316126510113	CSE	INFY TQ	3.6
137	JALLURI GNANA SIVA SAI	316126510085	CSE	INFY TQ	5
138	GURRALA HARSHA VARDHAN	316126510016	CSE	INFY TQ SE	5
139	REDDY SURYA KARTEEK	316126510044	CSE	INFY TQ SE	5
140	SAI TEJA POLISETTY	316126510111	CSE	INFY TQ SES	5
141	GUJJALA MANOJ KUMAR	316126510013	CSE	INFY TQ	3.6
142	MOOLAVEESALA V RAGHAVA NIKHIL	316126510029	CSE	INFY TQ	5
143	NISHTALA SAI PRANAV	316126510035	CSE	INFY TQ	3.6
144	BODASAKURTI JYOTHIRMAYI	316126510065	CSE	INFY TQ	3.6
145	DIBBIDI LOKAIKA SAI SRAVANI	316126510070	CSE	INFY TQ	3.6
146	DUVVI KIRAN MAHESH REDDY	316126510073	CSE	INFY TQ	5
147	HIMAKAR PARADI	316126510083	CSE	INFY TQ	5
148	SIGILIPALLI APUROOP	316126510115	CSE	INFY TQ	3.6
149	MATCHA SAIKRISHNA	316126510155	CSE	INFY TQ	3.6
150	MATCHA VENKATESH	316126510028	CSE	INFY TQ	3.6
151	DURGA SAIESH	316126510072	CSE	INFY TQ	3.6
152	RAJAGIRI GEETHA NALINI	316126510106	CSE	INFY TQ	3.6
153	MEGHANA SANTOSHI JANAPAREDDY	316126510157	CSE	INFY TQ	5
154	SRIDHAR SEEPANA	316126510193	CSE	INFY TQ	3.6
155	KANKIPATI ROHITH	316126510086	CSE	INFY TQ SES	5
156	PINNINTI SURYA TEJA	316126510041	CSE	INFY TQ SES	5
157	KESARI LAKSHMI SRINIVAS	316126510088	CSE	INFY TQ SES	5
158	SUDARSHAN MURUGESAN	316126510051	CSE	LINCOLN TECH	1.2
159	KETHINEEDI SHARMILA	316126510145	CSE	LINCOLN TECH	1.2
160	ARASAVILLI MOHAN	316126510001	CSE	MAQ SOFTWARE	6
161	GUDALA VENKATA SAI PRASAD	316126510079	CSE	MINDTREE	3.5
162	BODDA SRI VIDYA	316126510005	CSE	MU-SIGMA	21
163	PARVATINI SURYAJA	316126510037	CSE	MU-SIGMA	21
164	PATOJU HEMAJA	316126510102	CSE	MU-SIGMA	21
165	BUDDHARAJU VAISHNAVI	316126510068	CSE	MU-SIGMA	21
166	KONDEPATI PURNA SUBHASH	316126510089	CSE	MU-SIGMA	21

167	SALADI NAVEEN	316126510112	CSE	MU-SIGMA	21
168	VITHAL VARMA DANTULURI	316126510119	CSE	MU-SIGMA	21
169	ALLA DURGA SATISH	316126510123	CSE	MU-SIGMA	21
170	BENNA BHAKTULA POOJA	316126510126	CSE	MU-SIGMA	21
171	REDDI VARALAKSHMI MANASA	316126510171	CSE	MU-SIGMA	21
172	MOHAMMAD KHAJA KUTUBUDDIN	316126510095	CSE	NCR	7
173	KODURI ALEKHYA	316126510021	CSE	NINE LEAPS	4.5
174	UPPADA KALPANA	316126510179	CSE	NINE LEAPS	4.5
175	SHAIK MUNEER	316126510208	CSE	NUEVE SOLUTIONS	3
176	MEDIKONDA NAVEEN	316126510156	CSE	OPENTEXT	8
177	PALIKALA SAMYUKTHA	316126510186	CSE	PINION	1.95
178	NIRUJOGI NIRMALA PAUL	316126510188	CSE	SLK SOFTWARE	3.2
179	KENGUVA MANIKANTA	316126510020	CSE	TCS	3.3
180	PREMA DURGA SRAVAN SAI	316126510043	CSE	TCS	3.3
181	BOTCHA JAYACHANDRA	316126510067	CSE	TCS	3.3
182	GOTTUMUKKALA RAVI VARMA	316126510078	CSE	TCS	3.3
183	NINISHA GALLA	316126510165	CSE	TCS	3.3
184	ROUTHU VENKATESH	316126510172	CSE	TCS	3.3
185	NANDIKOTA DIMPLE SAI KEERTHANA	316126510189	CSE	TCS	3.3
186	GANIREDDY JAYARAM	316126510196	CSE	TCS	3.3
187	SUNKARA SAI TEJ	316126510052	CSE	TCS CODE VITA	3.3
188	DAMMALA JAGADISH	316126510136	CSE	TCS NINJA	3.6
189	SURISSETTY DINISHA	316126510053	CSE	TECHOLUTION	8
190	MARPU KALICHARAN	316126510094	CSE	VIRTUSA	4
191	PRANITA JAGTAP	316126510104	CSE	VIRTUSA	4
192	GADU DINESH KUMAR NAIDU	316126510076	CSE	VIRTUSA	4
193	NAMALA MOUNICA	316126510033	CSE	WINWARE TECHNOLOGIE INDIA	4
194	NEMANI PAVAN KALYAN	316126514156	EEE	A-1 FENCE	3
195	PURILLA RAJEEV	316126514162	EEE	A-1 FENCE	3
196	VASAMSETTI JAYASHREE	316126514172	EEE	CAPE ELECTRIC	1.8
197	PANANGAPALLI SAI VAMSI	316126514176	EEE	CAPE ELECTRIC	1.8
198	LATCHUBHUKTA BHANU PRAKASH	316126514201	EEE	CAPE ELECTRIC	1.8
199	CHALLAPALLI NAGA VENKATA PRASANTH	316126514202	EEE	CAPE ELECTRIC	1.8
200	KOTYADA BHEEMUNAIDU	316126514033	EEE	CAPGEMINI	3.6
201	MANYALA BHARGAVI	316126514035	EEE	CAPGEMINI	3.6
202	BADANA DILEEKUMAR	316126514002	EEE	COGNIZANT	4
203	KOLATI SUNIL	316126514031	EEE	COGNIZANT	4
204	PALLA NIROSHA	316126514192	EEE	COGNIZANT	4
205	MARADANA PRATYUSHA	316126514094	EEE	COGNIZANT	4
206	RAYAVARAPU BHAGYASRI	316126514111	EEE	COGNIZANT	4
207	GODAVARTHI RANGA SUSHMA	316126514134	EEE	COGNIZANT	4
208	YADAM JOSHNA	316126514173	EEE	COGNIZANT	4
209	NADIPALLI CHARISHMA	316126514208	EEE	COGNIZANT	4
210	MOHAMMED PAYAZ	316126514153	EEE	DXC	3.4

				TECHNOLOGY	
211	BONI V N AASHISH	316126514007	EEE	GGK TECH	4.5
212	BODDEPALLI BHARAT KUMAR	316126514006	EEE	INFOSYS LTD	3.6
213	KAMBHAMPATI KRISHNA RAO	316126514027	EEE	INFOSYS LTD	3.6
214	REGA SAI HEMANTH	316126514051	EEE	INFOSYS LTD	3.6
215	BHAMIDIPATI KANAKA LALITHA PRATHYUSHA	316126514065	EEE	INFOSYS LTD	3.6
216	DODDI POORNA SESA SAI	316126514073	EEE	INFOSYS LTD	3.6
217	GYANA SAGAR BALLA	316126514079	EEE	INFOSYS LTD	3.6
218	MATTAPARTHI VENKATA TEJASWI	316126514097	EEE	INFOSYS LTD	3.6
219	MULAGAPAKA LAKSHMAN KUMAR	316126514101	EEE	INFOSYS LTD	3.6
220	AKULA J N SANTOSHA LAKSHMI	316126514121	EEE	INFOSYS LTD	3.6
221	BUDI JYOTHI RANJAN	316126514126	EEE	INFOSYS LTD	3.6
222	CHALLA AJAY DILEEP	316126514128	EEE	INFOSYS LTD	3.6
223	CHEEPURUPALLI ANUSHA	316126514132	EEE	INFOSYS LTD	3.6
224	TELLURI SRI HARSHITA REDDY	316126514169	EEE	INFOSYS LTD	3.6
225	NARNI BHARATHI	316126514177	EEE	INFOSYS LTD	3.6
226	BODDU SRINU	316126514200	EEE	INFOSYS LTD	3.6
227	GORLE PUJITHA	316126514204	EEE	INFOSYS LTD	3.6
228	CHINTALA GOKUL ALOK VARDHAN SANJAY	316126514009	EEE	INFOSYS LTD	3.6
229	KUPPANNAGARU S S V S LIKHITHA PATNAIK	316126514023	EEE	INFOSYS LTD	3.6
230	AYENAMPUDI SUSHMA	316126514062	EEE	INFOSYS LTD	3.6
231	ARUNDHATHI GEDELA	316126514076	EEE	INFOSYS LTD	3.6
232	GUDISA YASHWANTH	316126514136	EEE	INFOSYS LTD	3.6
233	MOHAMMED INAYATH	316126514154	EEE	INFOSYS LTD	3.6
234	PRAKKI RAM MIHIR	316126514161	EEE	INFOSYS LTD	3.6
235	PUTHI JAYA KRISHNA	316126514190	EEE	INFOSYS LTD	3.6
236	REVURI SUDHA KRISHNA PRANAV	316126514178	EEE	MORLING GLOBAL	2.2
237	DALE SAI SAMEERA	316126514010	EEE	TCS	3.3
238	POLAMARASETTY TRIVENI	316126514046	EEE	TCS	3.3
239	PUREDDY MANI RAMA KISHORE REDDY	316126514047	EEE	TCS	3.6
240	TAMMINAINA ANUPAMA	316126514055	EEE	TCS	3.3
241	KONA KAUSHIK	316126514086	EEE	TCS	3.3
242	PATOJU KRISHNA TANUJA	316126514187	EEE	TCS	3.3
243	KIMIDI LALITH SRI SAI SANDEEP	316126514022	EEE	TCS	3.6
244	ROMALA JAYENDRA VENKATA YADAV	316126512165	ECE	APPS ASSOCIATES	4
245	SIMMA NAVEEN KUMAR	316126512170	ECE	APPS ASSOCIATES	4
246	BOTHSA LOKESH	316126512009	ECE	APTROID	3
247	GRANDHI PHANEENDRA VENKATA SANTHOSH KUMAR	316126512136	ECE	CAPE ELECTRIC	1.8
248	CHINTA SHALINI	316126512010	ECE	COGNIZANT	4
249	NIKHIL KANUMURI	316126512025	ECE	COGNIZANT	4
250	KEERTHI PAVAN SIVA GANESH	316126512027	ECE	COGNIZANT	4

251	MANDALA VASAVI	316126512033	ECE	COGNIZANT	4
252	YERRA RAVI SAI TEJA	316126512060	ECE	COGNIZANT	4
253	MADUGULA JYOTSHNA	316126512091	ECE	COGNIZANT	4
254	MANDASATISH RAJ	316126512092	ECE	COGNIZANT	4
255	BADE SRAVANKUMAR	316126512126	ECE	COGNIZANT	4
256	SAMBANGI PRATAP	316126512167	ECE	COGNIZANT	4
257	SILLA SUPRIYA	316126512169	ECE	COGNIZANT	4
258	VALLAMSETTI PAVAN KALYAN	316126512175	ECE	COGNIZANT	4
259	GANGIREDDY GAYATRI	316126512207	ECE	COGNIZANT	4
260	DINESH KUMAR ARNIPALLI	316126512003	ECE	COGNIZANT	4
261	GIDUTURI YESHWANTH	316126512019	ECE	COGNIZANT	4
262	MANAPURAM VENKATA SAI NIKHILA	316126512032	ECE	COGNIZANT	4
263	VENDRA SAI SANDEEP	316126512055	ECE	COGNIZANT	4
264	ADIBHATLA PRATYUSHA	316126512061	ECE	COGNIZANT	4
265	GADDE SAHITYA	316126512075	ECE	COGNIZANT	4
266	KOMATI JYOTHI SIRISHA	316126512084	ECE	COGNIZANT	4
267	NIMUSHAKAVI SAI HARSHITHA	316126512100	ECE	COGNIZANT	4
268	POTNURU SANDHYA	316126512106	ECE	COGNIZANT	4
269	VINAY KUMAR SAMMANGI	316126512110	ECE	COGNIZANT	4
270	ETCHERLA KESAVA RAO	316126512115	ECE	COGNIZANT	4
271	ABDUL IRFAN	316126512121	ECE	COGNIZANT	4
272	ATHMAKURI DINESH VENKATA SAI KUMAR	316126512125	ECE	COGNIZANT	4
273	ISTARLA HADASA PREETHI	316126512137	ECE	COGNIZANT	4
274	JALDU ATCHUTA SANTOSH SAMPREETH	316126512139	ECE	COGNIZANT	4
275	KANDARPA SAI NAVEEN	316126512141	ECE	COGNIZANT	4
276	KARRI SAI SWAPNIKA	316126512143	ECE	COGNIZANT	4
277	KILARI SRI GOWRI	316126512145	ECE	COGNIZANT	4
278	MANASA MYLAPALLI	316126512151	ECE	COGNIZANT	4
279	NETINTI VAMSI RAMAKRISHNA	316126512157	ECE	COGNIZANT	4
280	TEMBURU PAVAN	316126512171	ECE	COGNIZANT	4
281	PAMMINA SAI SURYA SRINIVAS	316126512043	ECE	CTRL	3.75
282	P SAI KAUSTHUBH	316126512108	ECE	CTRL	3.75
283	PRADEEP VEPADA	316126512047	ECE	DXC TECHNOLOGY	3.4
284	GUNURU SUHITHA SAI	316126512077	ECE	DXC TECHNOLOGY	3.4
285	DUMPA KASIVISHWANADHAM	316126512038	ECE	EFFTRONICS	3.98
286	DASARI TARUN RAM SAI	316126512072	ECE	EFFTRONICS	3.98
287	SAI SRINIVAS SIRIMISSETTI	316126512109	ECE	EFFTRONICS	3.98
288	MICHERLA PAVAN KUMAR	316126512182	ECE	EFFTRONICS	3.98
289	KOTTHAPALLI MADHULIKA	316126512028	ECE	ENH ISECURE	3.31
290	SONTYANA RUBY RAGHAVA	316126512193	ECE	ENH ISECURE	3.31
291	DEVAVARAPU PAVAN	316126512073	ECE	EXTRAMARKS	4.2
292	VAKADA MOHAN SAI VAMSI	316126512117	ECE	EXTRAMARKS	4.2
293	PEDADA ANUSHA	316126512159	ECE	FACE	2.88
294	SAI MAHIDHAR VUKKEM	316126512057	ECE	GGK TECH	5
295	TANAKALA MADAN MOHAN	316126512203	ECE	GGK TECH	4.5
296	KETHAVARAPU VENKATA	316126512050	ECE	HCL	3.5



	RATNAVATHI				
297	DANGETI CHANDRAMOULI	316126512131	ECE	HCL	2.6
298	SIDDHARTH PRADHAN	316126512112	ECE	HYUNDAI MOBIS	4
299	RAVADA SAI MANI	316126512048	ECE	HYUNDAI MOBIS	4
300	MADDI PRASANNA MADHURI SAI	316126512030	ECE	IBM	4.25
301	BANDARU DIVYA	316126512065	ECE	IBM	4.25
302	GUTTIKONDA ROHITHA	316126512078	ECE	IBM	4.25
303	KORADA RAJA	316126512054	ECE	INFOSYS LTD	3.6
304	A LAVANYA	316126512064	ECE	INFOSYS LTD	3.6
305	KUNCHALA VENKATESH	316126512087	ECE	INFOSYS LTD	3.6
306	NAMBARI GAYATRI SAMYUKTHA YADAV	316126512099	ECE	INFOSYS LTD	3.6
307	ALLADA TARUN KUMAR	316126512124	ECE	INFOSYS LTD	3.6
308	NALAMATI TEJASWINI	316126512156	ECE	INFOSYS LTD	3.6
309	PARITALA ASHA SRIKAR	316126512158	ECE	INFOSYS LTD	3.6
310	SONIA POOSARLA	316126512161	ECE	INFOSYS LTD	3.6
311	PUTHETI VAMSI KRISHNA	316126512162	ECE	INFOSYS LTD	3.6
312	UPPILI HIMA KIRAN	316126512174	ECE	INFOSYS LTD	3.6
313	PATTIPATI TIRUMALA	316126512212	ECE	INFOSYS LTD	3.6
314	BARRE DEVA HARSHITHA	316126512004	ECE	INFOSYS LTD	3.6
315	GORTY SREE LALITHA	316126512020	ECE	INFOSYS LTD	3.6
316	NETHALA GREESHMA	316126512039	ECE	INFOSYS LTD	3.6
317	NIDADAVOLU NIHARIKA	316126512040	ECE	INFOSYS LTD	3.6
318	PILAKA AKHIL	316126512045	ECE	INFOSYS LTD	3.6
319	AGNIHOTRAM SAI BHARGAVI	316126512063	ECE	INFOSYS LTD	3.6
320	JALUMURU SWATHI	316126512080	ECE	INFOSYS LTD	3.6
321	VAKA SREE PREETI	316126512116	ECE	INFOSYS LTD	3.6
322	DHARMA PRANEETH BANDARU	316126512128	ECE	INFOSYS LTD	3.6
323	GOKARAKONDA MONIKA	316126512134	ECE	INFOSYS LTD	3.6
324	JONNADA S V SAI KIRAN	316126512140	ECE	INFOSYS LTD	3.6
325	KARRA SAI KALYAN	316126512142	ECE	INFOSYS LTD	3.6
326	KODURU KARTHIK	316126512146	ECE	INFOSYS LTD	3.6
327	KOTHA SATYA VENKATA MADHAV	316126512147	ECE	INFOSYS LTD	3.6
328	GARIKINA SAI BHAVANI	316126512184	ECE	INFOSYS LTD	3.6
329	GONDHESI VASANTHI	316126512196	ECE	MORLING GLOBAL	2.2
330	KASINA VIZIA VIDYA SAGAR	316126512082	ECE	NINE LEAPS	4.5
331	KOLLI PREETHI	316126512083	ECE	NINE LEAPS	4.5
332	RAJANA LAHARI	316126512181	ECE	NINE LEAPS	4.5
333	T SARAT KUMAR	316126512053	ECE	SLK SOFTWARE	3.2
334	CHIDAGAM MOUNIKA	316126512002	ECE	TCS	3.3
335	CHINTAKAYALA NALANDA	316126512011	ECE	TCS	3.3
336	MADDUKURI SATYA SAI NAGA KSHETRA SREE	316126512031	ECE	TCS	3.3
337	ELLAPU MOUNIKA	316126512074	ECE	TCS	3.3
338	GORLE MADHAVI	316126512094	ECE	TCS	3.3
339	PENKE HARSHA VARDHAN	316126512104	ECE	TCS	3.3
340	ADDAGARLA SAI KRISHNA	316126512122	ECE	TCS	3.3

341	ISWARABHOTTLA ARAVIND SASTRY	316126512138	ECE	TCS	3.3
342	L TARUN	316126512148	ECE	TCS	3.3
343	MALLA VINETHRA NAIDU	316126512150	ECE	TCS	3.3
344	TULAGAPU SARATHKUMAR	316126512172	ECE	TCS	3.3
345	KOTIPALLI JOGENDRA MANOJ KUMAR	316126512198	ECE	TCS	3.3
346	VENNALA KEERTHI	316126512205	ECE	TCS	3.3
347	YENDRU GAYATHRI DEVI	316126512180	ECE	VALUE LABS	4.5
348	DANTULURI SAMYUKTHA	316126512132	ECE	VALUE LABS	4.5
349	YELLETI SRAVYA	316126512179	ECE	VALUE LABS	4.5
350	BAYYAPU AMRUTHA VARSHINI	316126512006	ECE	VIRTUSA	4
351	CHINTHAPANTI LOKESH	316126512130	ECE	VIRTUSA	4
352	BODDU TARAKESWARA VENKATA MADHAN	316126512007	ECE	VIRTUSA	4
353	SAI NIKHITHA	316126512023	ECE	VIRTUSA	4
354	RAPETI ROOPADEV	316126512164	ECE	WINWARE TECHNOLOGIE INDIA	4
355	YANDI ABHISHEK NATHANIEL	316126512058	ECE	WIPRO	3.31
356	NIKHIL KRISHNA REDDY	316126512067	ECE	WIPRO	3.31
357	LOYA VAMSI KRISHNA YADAV	316126512090	ECE	WIPRO	3.31
358	PADMANABHUNI MADHU KIRAN	316126512102	ECE	WIPRO	3.31
359	RACHAMALLA VIJAY VENKAT SAI SIVA KUMAR	316126512163	ECE	WIPRO	3.31
360	SIVAKOTI SAGAR	316126512052	ECE	WIPRO	3.31
361	KONDURU ALISHA	316126511026	IT	AMAZON	19
362	CHINTALA CHADRAKANTH DHANUNJAI	316126511012	IT	AMAZON	29
363	KOLLURU BALA GUPTA	316126511024	IT	AMAZON	19
364	BATTULA S S L SRAVYA	316126511007	IT	COGNIZANT	4
365	SONALI PATRO	316126511051	IT	COGNIZANT	4
366	GUDLA PRAMODH	316126511085	IT	COGNIZANT	4
367	KODRU SANDEEP	316126511089	IT	COGNIZANT	4
368	DUMPA SRINIVASA CHAKRAVARTHI	316126511015	IT	COGNIZANT	4
369	SABBAVARAPU NAVYA	316126511042	IT	COGNIZANT	4
370	TANGUDU SUJALA	316126511052	IT	COGNIZANT	4
371	TUMMALA SAI ABHIGNA	316126511054	IT	COGNIZANT	4
372	VYSYARAJU SRIJA	316126511060	IT	COGNIZANT	4
373	BHAMIDIMARRI NIKHITHA	316126511064	IT	COGNIZANT	4
374	GEMBALI SATYASAINATH	316126511082	IT	COGNIZANT	4
375	KODURI N V S S R KRISHNA SAI	316126511090	IT	COGNIZANT	4
376	MALLIREDDY SUBHAPRAVAN	316126511092	IT	COGNIZANT	4
377	CHENNA SREEANEEsha SAI PRIYA	316126511070	IT	EXTRAMARKS	4.2
378	BHAMIDIPATI VENKATA SAI LIKHITA	316126511008	IT	IBM	4.25
379	PATMASE SAKSHI MUKUND	316126511037	IT	IBM	4.25
380	ADDURI SRIRAMA SATYA HANEESHA	316126511001	IT	INFOSYS LTD	3.6
381	BADDUKONDA BINDU	316126511004	IT	INFOSYS LTD	3.6

	MADHAVI				
382	DWARA NAGA PHANEENDRA	316126511016	IT	INFOSYS LTD	3.6
383	PASUMARTHI SAI SRIVALLI	316126511035	IT	INFOSYS LTD	3.6
384	RAYANA SARANYA	316126511041	IT	INFOSYS LTD	3.6
385	VANKAYALA CHIRANJEEVI DEEPAK KUMAR	316126511057	IT	INFOSYS LTD	3.6
386	BONTALA PRANEETHA	316126511066	IT	INFOSYS LTD	3.6
387	DEGALA SRINADH	316126511074	IT	INFOSYS LTD	3.6
388	K NIHARIKA	316126511087	IT	INFOSYS LTD	3.6
389	ROOPINI GOLI	316126511106	IT	INFOSYS LTD	3.6
390	SYED HAFEEZULLAH	316126511111	IT	INFOSYS LTD	3.6
391	SYED SHARFAZ	316126511112	IT	INFOSYS LTD	3.6
392	THANNA SUJITH	316126511118	IT	INFOSYS LTD	3.6
393	SAKALA RAMA	316126511044	IT	INFOSYS LTD	3.6
394	GALI VINEELA	316126511079	IT	INFOSYS LTD	3.6
395	ETI JAYANTH	316126511078	IT	INFYTQ	8
396	CHANDAKA UPENDRA	316126511010	IT	INFYTQ	3.6
397	CHILAKALAPALLI DIVYA	316126511071	IT	INFYTQ	3.6
398	NAKKA VEERA VENKATA SATISH	316126511099	IT	INFYTQ	5
399	DANGUDUBIYYAM RAMANIKA	316126511072	IT	LINCOLN	1.2
400	BONDADA RAMYA	316126511065	IT	MORLING GLOBAL	2.2
401	DATLA SOWMYA	316126511013	IT	MU-SIGMA	21
402	BARLA SAHITHI	316126511062	IT	MU-SIGMA	21
403	SIRIKONDA PRATYUSHA	316126511049	IT	MU-SIGMA	21
404	ANDE LAKSHMI MEGHANA	316126511061	IT	MU-SIGMA	21
405	DANTULURI DIVYA SRI	316126511073	IT	MU-SIGMA	21
406	GARAPATI AKANKSHA	316126511080	IT	MU-SIGMA	21
407	GOKAVARAPU SHREYA	316126511084	IT	MU-SIGMA	21
408	SIVA RAMA KRISHNA GUNDUBILLI	316126511021	IT	NCR	7
409	JILLIDIMUDI SOWMYA	316126511023	IT	NINE LEAPS	4.5
410	SEELAM ESHITA KAMALAVALLI	316126511046	IT	NINE LEAPS	4.5
411	GEMBALI VARUN SAI	316126511083	IT	PINION	1.95
412	RATNA SREE VALLI KOLLU	316126511104	IT	SLK SOFTWARE	3.2
413	BALLA USHA SRI	316126511063	IT	SUNERA TECH	3.5
414	KOSURU PUSHPA PRIYANKA	316126511027	IT	TCS	3.3
415	VYSYARAJU KAVYA	316126511059	IT	TCS	3.3
416	MOKA SAISREE	316126511097	IT	TCS	3.3
417	SAKA PRAVALLIKA	316126511108	IT	TCS	3.3
418	TALASU SRINIVAS	316126511114	IT	TCS	3.3
419	GATTUPALLI VENKATA HARI HARA DEEPAK	316126511081	IT	TCS	3.6
420	KONDEPUDI V V CHAITANYA KUMAR	316126511025	IT	TCS	3.3
421	IMMIDISETTY SRIKAR	316126511022	IT	TCS CODE VITA	3.3
422	CHALLURI SUHARIKA	316126511067	IT	TECHMAHINDR A	3.25
423	SIRIGINEEDI ESWARI KRUTHI KUSUMA SRAVANI	316126511048	IT	TECHMAHINDR A	3.25
424	MATTA HARIKA	316126511095	IT	VALUE LABS	4.5
425	VAJJA SAI NAVEEN	316126511056	IT	VIRTUSA	4

426	TALASU SAHELI	316126511113	IT	VIRTUSA	4
427	GADHALA BHARATHI	316126511017	IT	VIRTUSA	4
428	CHELLAPALLI TARUN VIVEK	316126511069	IT	WIPRO	3.31
429	PENTAPATI SRIKANTH	316126520170	ME	ASAHI	3
430	P MANIKANTA	316126520202	ME	ASAHI	3
431	MSARATH RAHUL	316126520036	ME	COGNIZANT	4
432	S K MAHABOOB SUBHANI	316126520050	ME	COGNIZANT	4
433	KORNU SATEESH	316126520141	ME	COGNIZANT	4
434	CH GEETHIKA	316126520183	ME	COGNIZANT	4
435	SALAPU ANESH	316126520206	ME	COGNIZANT	4
436	KADARI SUNIL RAJU	316126520024	ME	COGNIZANT	4
437	KOMATLAPALLI SAI KRISHNA	316126520028	ME	COGNIZANT	4
438	MUDILI SHIVANI	316126520040	ME	COGNIZANT	4
439	YADLA SAIKEERTHI	316126520119	ME	COGNIZANT	4
440	SAMPATHIRAO SANTHOSH KUMAR	316126520162	ME	COGNIZANT	4
441	TADUTHURI SOURYA PRADEEP	316126520169	ME	COGNIZANT	4
442	ITAMSETTI LOKESH RAVITEJA	316126520189	ME	COGNIZANT	4
443	BARATAM RAVI KUMAR	316126520269	ME	COGNIZANT	4
444	GANGULA KRANTHI KIRAN	316126520074	ME	EXTRAMARKS	4.2
445	KILLAMSETTI PAVAN KUMAR	316126520084	ME	FACE	2.88
446	TENNETI SRIVATSA	316126520171	ME	HYUNDAI MOBIS	4
447	ELAPANDA PAVAN SAI	316126520014	ME	INFOSYS LTD	3.6
448	KARRI LAKSHMAN	316126520026	ME	INFOSYS LTD	3.6
449	MAHANTI DURGA MOHAN	316126520034	ME	INFOSYS LTD	3.6
450	SUNKARI YESHWANTH SAI SRINIVAS	316126520052	ME	INFOSYS LTD	3.6
451	CHITTELLA HARIKA	316126520071	ME	INFOSYS LTD	3.6
452	PANCHADARLA MANOJANA	316126520102	ME	INFOSYS LTD	3.6
453	TAMADA UGESH	316126520116	ME	INFOSYS LTD	3.6
454	DODDI SARATH KUMAR	316126520128	ME	INFOSYS LTD	3.6
455	K BALARAM KRISHNA	316126520136	ME	INFOSYS LTD	3.6
456	THIMMAPATHINI RAKESH SATYA SAI	316126520159	ME	INFOSYS LTD	3.6
457	SAI BHARATH POLA	316126520161	ME	INFOSYS LTD	3.6
458	ABDUL FAHEEM	316126520178	ME	INFOSYS LTD	3.6
459	DEKKATHI SRIKANTH	316126520186	ME	INFOSYS LTD	3.6
460	GOTTIPALLI SRINIVAS KARTHIK	316126520187	ME	INFOSYS LTD	3.6
461	PREM KUMAR ABHISHEK	316126520204	ME	INFOSYS LTD	3.6
462	NIKHIL SAI BOKKA	316126520042	ME	INFOSYS LTD	3.6
463	YAMINI SANAPALA	316126520049	ME	INFOSYS LTD	3.6
464	BUDIDHA KARUNAKAR	316126520070	ME	INFOSYS LTD	3.6
465	MYLAPALLI DEVAKI NANDAN	316126520096	ME	INFOSYS LTD	3.6
466	BADIREDDY HEMAVARDHAN	316126520123	ME	INFOSYS LTD	3.6
467	HARISH VAVVALAREDDY	316126520131	ME	INFOSYS LTD	3.6
468	VEMIREDDY VENKATA SAI CHANDRAKANTH REDDY	316126520175	ME	INFOSYS LTD	3.6
469	POOLLA VENKAT PAVAN	316126520203	ME	INFOSYS LTD	3.6
470	SEERA AKASH BHARADWAJ	316126520207	ME	INFOSYS LTD	3.6
471	GARLAPATI VENKATA NARASIMHA SAI SRINADH	316126520253	ME	INFOSYS LTD	3.6
472	GELAM SAI DINESH	316126520076	ME	MEDHA SERVO	3.38

473	DASARI RISHI	315126520040	ME	TCS	3.3
474	BALAGA VENKATA RAMANA	316126520005	ME	TCS	3.3
475	KORADA SWAROOPA	316126520031	ME	TCS	3.3
476	MALIPEDDI NARENDRA	316126520035	ME	TCS	3.3
477	PILLA RAJANI	316126520045	ME	TCS	3.3
478	A SAHITHI	316126520061	ME	TCS	3.3
479	BHARGAV KASA	316126520082	ME	TCS	3.3
480	MOHAMMAD VAZEER ALI KHAN	316126520094	ME	TCS	3.3
481	PAPPU DIVYA RAMA SAI CHARAN	316126520103	ME	TCS	3.3
482	DODDI MOHAN MURALI KRISHNA	316126520127	ME	TCS	3.3
483	SHAIK MOHAMMED KHALEEL	316126520255	ME	TCS	3.3



**Head, Training & Placement**




**Principal**

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



**A-1 FENCE**  
**Fence & Fence-ability**

Offer Letter

Ref: 053/HR/OL/2020

06-Nov-2020

Dear Mr. Puriila Rajeev,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to offer you a role of **GET** in **Band 1A** . You would currently be reporting to the **Manufacturing Lead - Production** at A-1 Fence.

The date of your joining would be **09-Nov-2020** . Your will be posted at **Sanjan**.

Your Total Gross Salary as applicable has been detailed in the Annexure to this letter. On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training and the contractual obligation to be with A-1 Fence. On successful completion of the probation, your employment with the company will stand confirmed subject to the terms and conditions as per Company policies.

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.

We request you to please carry a signed copy of the offer letter as a token of your acceptance.

Welcome to A-1 Fence. We wish you a long, rewarding and fulfilling career and look forward to your joining us.

Yours sincerely,

For A-1 Fence Products Company Pvt. Ltd.

**Authorised Signatory**

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

Mr. Puriila Rajeev,  
(Candidate's name in capital letters)

(Signature of the Candidate)

Date:

Location : Sanjan



Annexure to your Offer of Employment [053/HR/OL/2020] as GET in Band 1A@

**Welcome to A-1 Fence!**

Presented here are the details that refer to our offer of employment to you in the role of **GET in Band 1A**.

**1. Probationary Period and Confirmation as a Permanent Employee:**

You will be on probation for a minimum period of six months. If your services are not found satisfactory during this period, the probation period may be extended further. The management can terminate the services during the probation period or after getting confirmed by giving you 1 month notice or salary in lieu thereof.

**2. Leave Eligibility:**

You will be eligible for leaves as per Company policy.

**3. Compensation and benefits:**

Your remuneration will be **INR 300000.0000 Per Annum** including Performance Linked Incentives subject to performance against set KRAs. The detailed break-up of the salary is given in **Annexure-1**. Please note that statutory deductions like **Professional Tax, PF and Income Tax** would be applicable (if any). The appraisal cycle of the company is 1<sup>st</sup> April to 31<sup>st</sup> March.

**4. 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. During probation or on confirmation as a regular employee, you will be required to give one month notice or salary thereof in case you decide to leave our services. In the event of you having any incomplete assignment, the Company will have the discretion to relieve you only at the end of the one month notice period. Similarly, the Company can terminate your services by giving you one month notice or salary thereof. The Company may terminate your services immediately on disciplinary grounds.

**5. Transfer:**

Your services can be transferred to any of our factories/ offices situated anywhere in India or abroad. At such time, the compensation applicable to a specific location will be payable to you.

**6. 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. If the Company is not satisfied, in its sole discretion, with the outcome of the background checks, the Company 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, in advance of initiating appropriate action.



**A-1 FENCE**  
Fence & Fence-ability

## 7. Other Terms & Conditions:

You agree not to undertake employment, whether full -time or part-time, as the Director / Partner / Member /Employee of any other organization or entity engaged in any form of business activity without the consent of A-1 Fence. 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.

You will maintain during the period of your employment and thereafter complete secrecy with regard to Company's affairs and shall not disclose the Company trade secrets or any information regarding the Company's activities to any person or persons. In this regard, you need to sign a **Non-Compete Agreement** with the organization.

Post acceptance of employment offer from your end; Company reserves the rights to withdraw the employment offer anytime before your joining ; without any compensation payable to you.

Please submit 2 passport size photographs, Passport, photo copies of PAN Card, Ration Card, Voter ID, Driving License and your Educational as well as previous Employment Certificates along with the salary slips for last 3 months within 7 days of accepting this offer letter.

In A-1 Fence, there are policies that are linked to performance management, career growth and annual compensation review of an employee, these policies will be applicable to you. You will be governed by the rules, regulations and policies of the Company as applicable to you.

All the benefits are as per the Company policies, which are subject to change from time to time. This offer is also conditional upon the execution of the "Non-Compete Agreement".

***Note: The offer is subject to all clearance by third party background check.***

Welcome to the A-1 Fence family.

Yours sincerely,  
For A-1 Fence Products Company Pvt. Ltd.

Authorised Signatory



**ANNEXURE – 1**

Detailed Salary breakup is as below –

Pay Component	Monthly Amount	Annual Amount
Fixed		
Fixed	20659	247917
Basic	9500	114000
HRA	475	5700
Food Allowance	2600	31200
Children Education Allowance	500	6000
Conveyance Allowance	2083	25000
Medical Allowance	2083	25000
News & Periodical Allowance	1000	12000
Leave Travel Allowance	950	11400
Fuel Reimbursement	1250	15000
Special Allowance	218	2617
Monthly Entitlement	1800	21600
PF Co's contribution	1800	21600
Annual Entitlements	2540	30483
Bonus	791	9496
Performance Linked Incentives	1292	15504
Gratuity	457	5483
Deductions	0	0
PF Employee Contribution	1800	21600
PT	200	2400
Net Taken	0	0
Take Home Salary	18660	223917
<b>Total Fixed</b>	<b>24999</b>	<b>300000</b>
<b>Total CTC</b>	<b>24999</b>	<b>300000</b>

\* Take Home Salary : Fixed -Deductions



**A-1 FENCE**  
Fence & Fence-ability

\* Out of INR 300000.0000 LPA CTC, INR 1292.00 /- Is Performance Linked Incentives (PLI) (variable) subject to the performance against set KRAs for previous year which will be paid at the time of Diwali along with bonus.

Apart from this, you will also be covered under Group Personal Accident as well as Group Mediclaim Insurance provided by the Company as per company policy.

For A-1 Fence Products Company Pvt. Ltd.

Authorised Signatory

Forwarded message -----

Sharon Paul <sharon.paul@accoliteindia.com>

Date: Mon, Nov 9, 2020 at 9:22 PM

Subject: RE: Campus Hires 20-21 : Anil Neerukonda Institute of Technology and Sciences, Visakhapatnam

To: Head Placements ANITS <dean.placements@anits.edu.in>

Dear Placement Team,

Kindly note that we have an additional select from our **Accolite Hiring Challenge 11.0** campus hiring drive! Details of the confirmed hire is below. The hire has already been informed of the selection and can be blocked from attending other placements.

First Name	Last Name	Email ID	Offer Type
Khaja	Mohammad Khaja	mdkhajakutubuddin@gmail.com	Internship (conversion to FTE based on performance)

Below is the link to a Google form for the select to fill. We request you to share the same to the hire to capture details for further proceedings.

[Joiners 2021 - Details](#)

Highlighting the FTE Job and compensation structure details:

- Job Role = Software Engineer
- Fixed + Variable Cost= INR 5 Lakhs/-
- Yearly Bonus = INR 1 to 3 Lakhs/-, based on company guidelines
- Total Salary Package = INR 6 to 8 Lakhs/-

We thank you for spreading the word about our AHC 11 process and look forward to continuing this relationship with your esteemed institution!

Thanks and regards,  
Ms. Sharon Paul  
Campus Recruiter  
Accolite Software Pvt. Ltd.

From: Head Placements ANITS <dean.placements@anits.edu.in>

Sent: Friday, September 25, 2020 7:28 PM

To: Sharon Paul <sharon.paul@accoliteindia.com>

Subject: Re: Campus Hires 20-21 : Anil Neerukonda Institute of Technology and Sciences, Visakhapatnam

Thank you Ms. Sharon Paul

Warm Regards

**P.V.Srinivasa Sarma**

Head - Placements

Anil Neerukonda Institute of Technology & Sciences (**ANITS**)

Sangivalasa, Bheemunipatnam

Visakhapatnam-531 162 AP

Ref: DFC(I)PL/Kesavaram/HR& Admln/Offer of Appointment/2020.  
Date: 28<sup>th</sup> Jan, 2020.

To  
Mr. Pedhiredla poorna Chandrasekhar,  
S/o. Kamu Naidu  
Salika Mallavaram, Golugonda  
Visakhapatnam District, 531084 Andhra Pradesh.  
Contact No: 9542950175, Email: arjunchandra0104@gmail.com

**Sub: Offer of Appointment as GET (Graduate Engineer-Trainee)**

Dear Mr. Chandra Sekhar,

With reference to your application and subsequent interview you had with us, we have pleasure in offering you the position of **GET (Graduate Engineer-Trainee)** in our Unit, situated at Kesavaram village, Payakaraopeta Mandal, on the following terms and conditions as mutually discussed and agreed.

Your CTC is fixed at **Rs.3, 54,372/-** (Rupees Three Lakhs Fifty Four Thousand Three Hundred Seventy Two Only) Per Annum. Please note that the salary details are strictly private and confidential between you and the management. You shall not share/disclose this information under any circumstances with any one at any time except to the authorized person in HR Department.

You are advised to join on 11<sup>th</sup> May, 2020.

You shall work with the company for a minimum period of Three (3) Years from the date of your joining, for which you need to submit your written consent in the specified format, while joining.

This offer and employment is subject to the conditions that (a) on our understanding that the details in your resume and job application are correct and complete in all respects, (b) upon the management being satisfied on any reference and background checks that may be carried out any time during the period of your training and subsequent employment with the company and (c) your medical fitness certified by our Company's authorized /nominated Medical Officer.

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

- Medical Fitness Certificate from our Company's authorized Medical Officer.
- Copies of certificates along with originals in proof of your age, educational qualifications etc. for our records.
- 8 Passport size recent colour Photographs.
- Copy of your Aadhaar Card / Ration Card / Passport / Voter ID / Driving License.





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

If the above terms and conditions are acceptable to you, please sign on the duplicate copy of this offer of appointment and return to us in token of your acceptance.

In case there is no confirmation from your end on or before the specified date, this offer shall automatically stand cancelled.

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

With Best Wishes,

for **DECCAN FINE CHEMICALS (INDIA) PVT. LTD.**

**(B.SANKARA RAO)**  
**AGM – HR & ADMIN.**

**Offer Acceptance:-**

I received original letter of Offer of Appointment dated 28<sup>th</sup> Jan, 2020. I hereby accept the terms and conditions set out therein. I also agree that the salary details are strictly confidential between me and the Organization. I undertake that there would be no breach of this confidentiality agreement. I further confirm that I will be joining on 11<sup>th</sup> May, 2020 and work for a minimum period of 3 years.

Date:

Signature of the Candidate.

Name:

**Fwd: Amazon\_AWS Cloud Support Associate - Campus Hiring 2020 Batch**

 Head Placements ANITS <dean.placements@anits.edu.in>  
 To: ANITS Placements <anitstnp@gmail.com>

Sat, Oct 5, 2019 at 11:24 AM

Please find final selects details of Amazon AWS recruitment drive.

 ----- Forwarded message -----  
 From: Jiddmani, Manjunath

Dear Sir,

Greetings from Amazon!

 Further to the AWS campus hiring process held at ANITS on 3<sup>rd</sup> and 4<sup>th</sup> Oct 2019, we are delighted to announce that the below listed candidates have been selected for role of Cloud Support Associate with Amazon Internet Services Pvt Ltd India;

Full Name	Email Address	Schedule	Branch Name
Sunanda Kanamathareddy	<a href="mailto:sunanda.kanamathareddy@gmail.com">sunanda.kanamathareddy@gmail.com</a>	Aditya Engineering College, Surampalem	Computer Science & Engineering
Lakshmi Lavanya Nukella	<a href="mailto:lavanyalakshmi337@gmail.com">lavanyalakshmi337@gmail.com</a>	Aditya Engineering College, Surampalem	Electronics and communication
Bino Varghese	<a href="mailto:pbinoavarghese@gmail.com">pbinoavarghese@gmail.com</a>	Aditya Engineering College, Surampalem	Computer Science & Engineering
Ajay Raj Nelapudi	<a href="mailto:najayraj.16.cse@anits.edu.in">najayraj.16.cse@anits.edu.in</a>	ANITS Vizag ✓	Computer Science & Engineering
Naren Sai Krishna Kandimalla	<a href="mailto:narensaikrishnak.16.cse@anits.edu.in">narensaikrishnak.16.cse@anits.edu.in</a>	ANITS Vizag ✓	Computer Science & Engineering
GUNNABATHULA TIRUMALESH	<a href="mailto:gtirumalesh.16.cse@anits.edu.in">gtirumalesh.16.cse@anits.edu.in</a>	ANITS Vizag ✓	Computer Science & Engineering
Sesha Sai Mankala	<a href="mailto:mseshasai.16.cse@anits.edu.in">mseshasai.16.cse@anits.edu.in</a>	ANITS Vizag ✓	Computer Science & Engineering
Alisha konduru	<a href="mailto:konduralisha@gmail.com">konduralisha@gmail.com</a>	ANITS Vizag ✓	Information Technology
Lakshmi Meghana Ande	<a href="mailto:meghana.and@gmail.com">meghana.and@gmail.com</a>	ANITS Vizag ✓	Information Technology
KOLLURU BALA GUPTA	<a href="mailto:balagupta0295@gmail.com">balagupta0295@gmail.com</a>	ANITS Vizag ✓	Information Technology
SriRoopa Kethavarapu	<a href="mailto:ksriroopa@gmail.com">ksriroopa@gmail.com</a>	Gayatri Vidya Parishad College of Engineering	Computer Science & Engineering
UNA VISWAMBHARANATH PATRO	<a href="mailto:kanhapatro37@gmail.com">kanhapatro37@gmail.com</a>	Gayatri Vidya Parishad College of Engineering	Computer Science & Engineering
Marni Sai Reshma	<a href="mailto:reshusai.marni648@gmail.com">reshusai.marni648@gmail.com</a>	Gayatri Vidya Parishad College of Engineering	Computer Science & Engineering
Nammi Gnanesh	<a href="mailto:gnaneshnammi@gmail.com">gnaneshnammi@gmail.com</a>	Gayatri Vidya Parishad College of Engineering	Information Technology
Sri Suma Pasumarthi	<a href="mailto:srisumapasumarthi@gmail.com">srisumapasumarthi@gmail.com</a>	Gayatri Vidya Parishad College of Engineering	Computer Science & Engineering
MANDAVILLI SAINATH	<a href="mailto:sainath.ramadevi@gmail.com">sainath.ramadevi@gmail.com</a>	Gayatri Vidya Parishad College of Engineering	Computer Science & Engineering
Kasimahanthi Divya	<a href="mailto:divyakasimahanthi@gmail.com">divyakasimahanthi@gmail.com</a>	Gayatri Vidya Parishad College of Engineering	Computer Science & Engineering
BhuvanaSri Likhitha Kanakam	<a href="mailto:kanakamlikhitha55@gmail.com">kanakamlikhitha55@gmail.com</a>	Gayatri Vidya Parishad College of Engineering	Computer Science & Engineering
Mounika Kalahasthi	<a href="mailto:mounika.kalahasthi7@gmail.com">mounika.kalahasthi7@gmail.com</a>	Gayatri Vidya Parishad College of Engineering	Computer Science & Engineering

Amrutha Varshini M	<a href="mailto:mandalaamruthavarshinistar@gmail.com">mandalaamruthavarshinistar@gmail.com</a>	Gayatri Vidya Parishad College of Engineering	Computer Science & Engineering
Surya Teja Sakala	<a href="mailto:16131a05j5@gvpce.ac.in">16131a05j5@gvpce.ac.in</a>	Gayatri Vidya Parishad College of Engineering	Computer Science & Engineering
Deekshit Krishna Raju Buddharaju	<a href="mailto:deekshit10031999@gmail.com">deekshit10031999@gmail.com</a>	Gayatri Vidya Parishad College of Engineering	Computer Science & Engineering
Avinash Kolla	<a href="mailto:avinash29061999@gmail.com">avinash29061999@gmail.com</a>	Gayatri Vidya Parishad College of Engineering	Computer Science & Engineering
Lakshmi Sravya Burra	<a href="mailto:lakshmisravya51999@gmail.com">lakshmisravya51999@gmail.com</a>	Lendi Institute of Engineering and Technology	Computer Science & Engineering
Manish Kumar Naralasetty	<a href="mailto:naralasettymanishkumar4614@gmail.com">naralasettymanishkumar4614@gmail.com</a>	MVGR College of Engineering	Computer Science & Engineering
Niharika Baliboyna	<a href="mailto:nihayadav99@gmail.com">nihayadav99@gmail.com</a>	Vignan's Institute of Engineering for Women	Computer Science & Engineering
Rayapalli Charitha	<a href="mailto:charithar776@gmail.com">charithar776@gmail.com</a>	Vignan's Institute of Information Technology	Computer Science & Engineering
Kavya Likhitha Oleti	<a href="mailto:kavyaoleti99@gmail.com">kavyaoleti99@gmail.com</a>	Vignan's Institute of Information Technology	Computer Science & Engineering
venkata krishna varma kakarlapudi	<a href="mailto:venkatakrishnavarma@gmail.com">venkatakrishnavarma@gmail.com</a>	Vignan's Institute of Information Technology	Computer Science & Engineering
Sai Kranthi Lammata	<a href="mailto:lskkranthi@gmail.com">lskkranthi@gmail.com</a>	Vignan's Institute of Information Technology	Computer Science & Engineering

Kindly treat this mail as a formal confirmation from Amazon. The detailed offer letter will be shared as soon we decide their date of joining.

As discussed, all the above candidates are eligible to do their internship with AISPL, Bangalore from Jan-2020 with stipend of 40,000 INR per month.

We wholeheartedly thank you for all the support provided from your end. As always, we look forward to a long term relationship with your college in the years ahead.

Please feel free to reach out to us for any clarification you need. Thanks again.

Thanks & Regards,

**MANJUNATH JIDDIMANI**  
Recruiter | Student Programs

 DISCOVER INTERVIEWING AT AMAZON



bala gupta &lt;balagupta0295@gmail.com&gt;

## Amazon\_Intent to Offer

Varughese, Shilpa <varugs@amazon.com>  
 To: "balagupta0295@gmail.com" <balagupta0295@gmail.com>

Mon,

Dear KOLLURU BALA GUPTA,

Congratulations and Welcome to Amazon !!

Thanks for setting aside time to chat with our interviewers. I hope the discussions were informative and enjoyable.

We are pleased to let you know that you have cleared all the rounds of interview and we intend to offer you the position of "Cloud Support Associate" with AISPL, Bangalore. Your work location will be Bangalore or Hyderabad which will be decided based on the business requirement post your internship.

Please find below the compensation package.

Components	Amazon Offer (INR)
Base Salary	INR. 800,000
Sign on Payment -1st year	INR. 300,000
Sign on Payment -2nd year	INR. 200,000
RSU	INR. 600,000

(The RSU's are vested : 5% -first year; 15 % second year; 20 % each every 6 months for 3rd and 4th year)

**Total Compensation: INR 19, 00,000**

As part of your offer, you will be entitled to do the internship with AWS Bangalore from 3<sup>rd</sup> Feb 2020. The internship duration will be for 5 to 6 months post which you will be converted to

**Internship Stipend: 40,000 INR**

**Internship Work Location: Bangalore**

**Start Date: 3<sup>rd</sup> Feb 2020**

Shortly we will initiate your Intern offer process and you will be receiving your offer letter on successful completion of background verification. Kindly respond to this mail with your accept

Kindly get in touch with your placement office and procure your Bonafide certificate,

Also please fill the below table with required details and send it back to us at the earliest. We hope to receive a favorable response from you.

First Name	Middle Name	Last Name	Gender	Personal Email ID	Contact Number	Date of Birth (DD/MM/YYYY)	Father name	College Name	Degree	Branch	Years of Education	Graduation Year	Full Address	Pin Code	Address State

Please let known for any further information/clarification on the same.

Looking forward to onboard you soon!!!

Thanks & Regards,

**SHILPA ABRAHAM VARUGHESE**

Recruiter | Student Programs

M +91 9645239605



**DISCOVER INTERVIEWING AT AMAZON**





Alisha Konduru <konduru.alisha@gmail.com>

**Amazon contact information**

1 message

**Studentprograms-apac** <studentprograms-apac@amazon.com>  
To: "konduru.alisha@gmail.com" <konduru.alisha@gmail.com>

Hi Alisha Konduru,

Welcome to Amazon!

We're excited to have you join us. We're sure there is so much that you would like to know as you start your journey with us. In order to make your first day meaningful ,below are some c support you.

Date of Joining	27-Jul-2020
Name of the Recruiter (*Please reach out for all the queries other than relocation)	Manjunath Jiddirani
Recruiter Contact Number	9739493927
Hiring Manager	Bhanu Thotapally
Hiring Manager Contact Number	9739445094
Hiring Manager Email	bhanultho@amazon.com
Joining Team	AWS Premium Support - VAR

**Important Points:**

- You are encouraged to initiate the connect with your Hiring Manager and some of the guidelines are mentioned below;
- Connect with your Hiring Manager either by calling them or dropping a note.
- Check for the convenient time and mode of communication to contact your Hiring Manager during the next 1 week till you join us
- Check if you are required to do any prep work or pre-reads to help you take off early in your respective project

We hope that your career with Amazon will be fun and filling!

If you have any doubts please feel free to drop an email to studentprograms-apac@amazon.com

Thanks & Regards,  
Student Programs Team  
Email:studentprograms-apac@amazon.com

**Fwd: Apps Associates :: Final Selects :: 2020 Batch**

Head Placements ANITS &lt;dean.placements@anits.edu.in&gt;

Wed, Sep 18, 2019 at 3:45 PM

To: "Dr.R. Sivaranjani" &lt;Hod\_cse@anits.edu.in&gt;, "Dr. Rajya lakshmi Valluri" &lt;Hod\_oco@anits.edu.in&gt;

Cc: T V Hanumantha Rao &lt;proftvrao@anits.edu.in&gt;, Chief Placement Coordinator &lt;placements@anits.edu.in&gt;, ANITS Placements &lt;anitsnp@gmail.com&gt;

Dear Sir/Madam

Herewith sharing the Apps Associates Campus recruitment results which held on 14,15 &amp; 16 at Lendi college.

please inform the concerned students.

Dear Srinivasa Sharma / Subramanyam,

Appreciate the enthusiastic and passionate performance from your candidates!

Please find the final selected candidates and let them get informed. We will come back to you with the intend offer letter soon.

HALLTICKET NO	FULL NAME	BRANCH	EMAIL ADDRESS	PHONE MOBILE
AA2020-CH5121	Gavara Jaya Naga Venkata Satish	CSE	gjnvsatish@gmail.com	9640427257
AA2020-CH4971	Cherukupalli Sai Jyoshna	CSE	cherukupallisaijyoshna@gmail.com	6300387877
AA2020-CH5159	MOHAMMAD MEHAR NAAZ	CSE	mohammadmeharnaaz@gmail.com	7287846460
AA2020-CH4572	ROMALA JAYENDRA VENKATA YADAV	ECE	romalajayendra.2016.ece@anits.edu.in	7036005421
AA2020-CH4628	Kotra Sri Varsha	CSE	ksrivarsha.16.cse@anits.edu.in	8142220989
AA2020-CH4655	Simma Naveen Kumar	ECE	loki.naveen1000@gmail.com	7287075568
AA2020-CH4571	Kanuri Pratima	CSE	pratimakanuri@gmail.com	8367054038

Warm Regards

**P.V.Srinivasa Sarma**

Head - Corporate Relations

Anil Neerukonda Institute of Technology &amp; Sciences (ANITS)

Sangivalasa, Bheemunipatnam

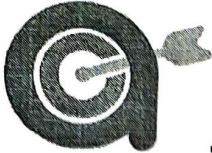
Visakhapatnam-531 162 AP

Mobile : + 91 73307 89891 / 9701082509

Mail ID: dean.placements@anits.edu.in

Direct : +91 8933 225086 Board : +91 8933 225083- 84 Extn: 275

[www.anits.edu.in](http://www.anits.edu.in)



# Aptroid Consulting (India) PVT. LTD.

## Contingency Offer Letter

November 29, 2019

**Lokesh Bothsa,**  
**H.No:11-36,Kotta Buddipeta (V),**  
**Seethanagaram (M), Vizianagaram (D),**  
**Andhra Pradesh-535546**

Dear **Bothsa,**

Congratulations! We are impressed with your performance in interview with us and the information provided by you in your employment application and during selection process. We are pleased to offer you employment with us as **Software Trainee**. Your commencing remuneration will be INR. **300000** CTC (Cost-To-Company) per annum.

You are entitled for an annual bonus of INR. **100000** at company's discretion.

This offer is valid for 2 days and stands nullified, if you do not confirm the acceptance of our offer letter with in this validity period. If you accept our offer, please sign second copy of this letter as confirmation of your willingness to join, and provide us the date of joining within the validity period. Aptroid Consulting India Pvt Ltd. may revoke this contingency offer letter, at any time with or without written notice for any lawful reason. When you join us, you have to submit the required documents as per the annexure and sign the employment agreement. Your appointment is subject to verification of references, submission of all documents, and veracity of information provided by you.

Prior to your acceptance, HR Partner will provide you copies of employment agreement, salary structure and appointment terms. HR Partner and Delivery Head will also orient you about organization, its expectations about your deliverables and provide clarifications for any queries you might have. This offer will become valid only after you certify that you have been provided with all information about the employment you might be required / want to know.

We look forward to welcoming you to Aptroid Consulting.

Sincerely,

Date of Joining:

*Lalitha V*

**Lalitha V Chowdary**  
**Sr.Manager - HR & Operations**

**Lokesh Bothsa**  
Date:

Encl: Required Documents List



## Required Documents List

### Prior to Joining:

1. Updated resume in required format
2. Test mail from official mail-id – if previously employed
3. Copy of resignation mail or acknowledged copy of resignation letter – If previously employed
4. Reconfirmation of joining date by mail

### At the time of Joining:

The following copies of documents (**2 sets**) need to be submitted at the time of joining. Originals have to be presented for verification.

1. Educational certificates
  - a. SSC or equivalent
  - b. Intermediate or equivalent
  - c. Graduation or equivalent with marks memo(s)
  - d. Post Graduation or equivalent with marks memo(s)
  - e. Advanced Diploma, If any
  - f. Professional certifications, If any
2. Employment Record – For previously employed
  - a. Relieving letter from current organization
  - b. Experience letters from all previous employers
3. Financial & Legal documents
  - Previously employed:
    - a. Form 16 / Income certificate / Undertaking for current financial year.
    - b. Pay slips for 2 months
    - c. Salary account statement for 3 months
    - d. PF (NSSN) number
  - For all:
    - e. PAN card – If employee doesn't possess, must acquire it within 3 months of service.
    - f. Passport – If employee doesn't possess, suggested acquiring it within 1 year of service.
    - g. Proof of signature – Driving License / Aadhar Card/ Passport / any legal document which bears the employee signature.
4. Other documents / Information
  - a. Health Fitness certificate from approved medical practitioner
  - b. Employment Agreement
  - c. Recent passport size photograph of employee – 7 Nos
  - d. Individual Stamp/Passport size photographs of immediate family i.e. spouse & children – 2 Nos each
  - e. Blood group of employee
  - f. Declaration of clarity of employment aspects during recruitment process.

*Lalitha.V*

## SALARY STRUCTURE

**Designation : Software Trainee**

**Skill Level/ Grade: RC 4-3/ Team Member**

<b>CTC Per Annum</b>	<b>300,000</b>
<b>Performance Incentive</b>	
<b>Meal Card Opt-in +</b>	<b>No</b>
<b>Base Per Month MBC + Retirals</b>	<b>Base per Annum ABC + Retirals</b>
<b>25000</b>	<b>300,000</b>

! Components in Salary structure are indicative and as applicable at this point of time. Components within base compensation might change. However, there won't be any change in the sub totals of base compensation, incentive and total of CTC.

+ Meal Card (food coupons) applicable at this point of time for those monthly base compensation is equal or higher than INR 50,000 PM at their option. It is part of the CTC.

# Additional benefits and not part of CTC and applicable as per company policy

!Components	Monthly	Annual
Basic	10,000	120,000
HRA	4,000	48,000
Special Allowance	8,486	101,832
Exgratia	833	9,996
Meal Card +	-	-
<b>Base Compensation (MBC / ABC)</b>	<b>23,319</b>	<b>279,828</b>
PF Company contribution		14,400
ESI		-
Gratuity		5,772
<b>Retirals Total</b>		<b>20,172</b>
<b>Gross Salary (base comp - meal card)</b>	<b>23,319</b>	<b>300,000</b>
Less PF Employee Contribution	1,200	
Less Professional Tax	200	
Less ESI	FALSE	
TDS*		
*Based on your investments		
<b>Net Salary</b>	<b>21,919</b>	
<b>I Base (BC + Retirals)</b>	<b>25,000</b>	<b>300,000</b>

### Benefits

# Policy	Entitlement	Coverage-(INR)
Mediclaime – Health Insurance	You, Your Spouse & Your Children	300,000
Personal Accident Insurance	You	200,000
Life Insurance	You	559,656



Auto Glass

Date: 10<sup>th</sup> February, 2020

Sub: Letter of Intent

Dear Harish Vavvalareddy,  
5-7-15/1, Near Shivalayam,  
Pedagantyaada, District-Visakhapatnam,  
Andhra Pradesh-530012.

With reference to your application and the subsequent interview you had with us the Management is pleased to engage you as Trainee for a period of 12 months from the date of your joining in our factory located at F 76 to 81, SIPCOT Industrial Park, Sriperumbudur, Irungattukottai, District-Kancheepuram, Tamil Nadu-602117, Railway Station-Chennai Central.

You will be paid a stipend of Rs. 12000/- (Twelve Thousand) per month during the period of your training. After the successful completion of the training period, certificate for the training will be given.

The Management reserves the right to terminate your training period immediately, if found any indiscipline or misconduct during the training period.

The following benefits will be provided by the company in addition to your stipend.

- Free transportation facility for the fixed routes.
- Subsidized food coupons.

Your joining should not be later than 20<sup>th</sup> April, 2020 after which this letter of engaging training shall become void.

Please sign and return a copy of this letter in acceptance.

Yours Sincerely

For Asahi India Glass Ltd.

*Shruti Wahi*

Corporate HR

Note: When you report for training you are requested to bring the following:

1. Photographs (Passport Size – 4, Stamp Size–2)
2. Certificates (Educational & Date of Birth) original for Verification & photocopy for record.
3. Copy of Aadhar Card

Asahi India Glass Ltd.

Registered Office: Unit No. 203 to 208, Tribhuvan Complex, Ishwar Nagar, Mathura Road, New Delhi- 110065

Corporate Office: 5th, 6th & 8th Floor Tower-B, Global Business Park Mehrauli-Gurgaon Road Gurgaon-122002 (India) Tel.: +91 124 4062212-19 Fax: +91 124 4062244, 4062288

Plant-I: 94.4 Kms. National Highway-8, Village Jellawas, Tehsil Bavval, District Rewari-123 501 (India) Tel.: +91 1284 264366-67, 264274, 264306 Fax: +91 1284 264185

Plant-II: Plot No. F-76 to 81, SIPCOT Industrial Park, Irungattukottai, Sriperumbudur Taluk, District Kancheepuram Tamil Nadu - 602 117 (India) Tel.: +91 44 47103442, 47103443 Fax: +91 44 47100441

Plant-III: AIS Industrial Estate Plot No.- B, Latherdeva Hoon Manglaur - Jhabrera Road, P. O. Jhabrera, Tehsil Roorkee, District Haridwar, Uttarakhand - 247667 Tel.: +91 1332 224007, 224008 Fax: +91 1332 224006

Plant-IV Plot No. T-16, MIDC Industrial Area, Taloja, Panvel Taluk, District Raigad, Maharashtra - 410208 Tel.: +91-22-56163068, 56163072



LAMISAFE - LT • TEMPERLITE - LT • HEATLITE - LT

website : www.aisglass.com

Corporate Identity Number: L26102DL1984PLC019542



Auto Glass

Date: 10<sup>th</sup> February, 2020

Sub: Letter of Intent

Dear Pentapati Sri Kanth,  
33-14-221, Near Gandhi Bomma,  
Allipuram, Visakhapatnam (Urban),  
Waltair R S, District-Visakhapatnam,  
Andhra Pradesh-530004.

With reference to your application and the subsequent interview you had with us the Management is pleased to engage you as Trainee for a period of 12 months from the date of your joining in our factory located at F 76 to 81, SIPCOT Industrial Park, Sriperumbudur, Irungattukottai, District-Kancheepuram, Tamil Nadu-602117, Railway Station-Chennai Central.

You will be paid a stipend of Rs. 12000/- (Twelve Thousand) per month during the period of your training. After the successful completion of the training period, certificate for the training will be given.

The Management reserves the right to terminate your training period immediately, if found any indiscipline or misconduct during the training period.

The following benefits will be provided by the company in addition to your stipend.

- Free transportation facility for the fixed routes.
- Subsidized food coupons.

Your joining should not be later than 20<sup>th</sup> April, 2020 after which this letter of engaging training shall become void.

Please sign and return a copy of this letter in acceptance.

Yours Sincerely

For Asahi India Glass Ltd.

*Shivti Wahi*

Corporate HR

Note: When you report for training you are requested to bring the following:

1. Photographs (Passport Size – 4, Stamp Size–2)
2. Certificates (Educational & Date of Birth) original for Verification & photocopy for record.
3. Copy of Aadhar Card

Asahi India Glass Ltd.

Registered Office: Unit No. 203 to 208, Tribhuvan Complex, Ishwar Nagar, Mathura Road, New Delhi- 110065

Corporate Office: 5th, 6th & 8th Floor Tower-B, Global Business Park Mehrauli-Gurgaon Road Gurgaon-122002(India) Tel.: +91 124 4062212-19 Fax: +91 124 4062244, 4062288

Plant-I: 94.4 Kms. National Highway-8, Village Jallawas, Tehsil Bawal, District Rewari-123 501 (India) Tel.: +91 1284 264366-67, 264274, 264306 Fax : + 91 1284 264185

Plant-II: Plot No. F-76 to 81, SIPCOT Industrial Park, Irungattukottai, Sriperumbudur Taluk, District Kancheepuram Tamil Nadu - 602 117 (India) Tel.: + 91 44 47103442, 47103443 Fax: + 91 44 47100441

Plant-III: AIS Industrial Estate Plot No.- B, Latherdeva Hoon Manglaur - Jhabreera Road, P.O. Jhabreera, Tehsil Roorkee, District Haridwar, Uttarakhand - 247667 Tel.: + 91 1332 224007, 224008 Fax : + 91 1332 224006

Plant-IV Plot No. T-16, MIDC Industrial Area, Talaja, Panvel Taluk, District Raigad, Maharashtra - 410208 Tel.: +91-22-56163068, 56163072



LAMISAFE - LT • TEMPERLITE - LT • HEATLITE - LT

website : www.aisglass.com

Corporate Identity Number: L26102DL1984PLCo19542

Date: 10<sup>th</sup> February, 2020

**Sub: Letter of Intent**

Dear Piridi Manikanta,  
24-103, Ippili Vari Street, Saluru,  
Salur, District-Vizianagram,  
Andhra Pradesh-535591.

With reference to your application and the subsequent interview you had with us the Management is pleased to engage you as Trainee for a period of 12 months from the date of your joining in our factory located at F 76 to 81, SIPCOT Industrial Park, Sriperumbudur, Irungattukottai, District-Kancheepuram, Tamil Nadu-602117, Railway Station-Chennai Central.

You will be paid a stipend of Rs. 12000/- (Twelve Thousand) per month during the period of your training. After the successful completion of the training period, certificate for the training will be given.

The Management reserves the right to terminate your training period immediately, if found any indiscipline or misconduct during the training period.

The following benefits will be provided by the company in addition to your stipend.

- Free transportation facility for the fixed routes.
- Subsidized food coupons.

Your joining should not be later than 20<sup>th</sup> April, 2020 after which this letter of engaging training shall become void.

Please sign and return a copy of this letter in acceptance.

Yours Sincerely

**For Asahi India Glass Ltd.**



**Corporate HR**

Note: When you report for training you are requested to bring the following:

1. Photographs (Passport Size – 4, Stamp Size–2)
2. Certificates (Educational & Date of Birth) original for Verification & photocopy for record.
3. Copy of Aadhar Card

**Asahi India Glass Ltd.**

Registered Office: Unit No. 203 to 208, Tribhuvan Complex, Ishwar Nagar, Malhura Road, New Delhi- 110065

Corporate Office: 5th, 6th & 8th Floor Tower-B, Global Business Park Mehrauli-Gurgaon Road Gurgaon-122002(India) Tel.: +91 124 4062212-19 Fax: +91 124 4062244, 4062288

Plant-I: 94.4 Kms. National Highway-8, Village Jaliawas, Tehsil Bawal, District Rewari-123 501 (India) Tel.: +91 1284 264366-67, 264274, 264306 Fax: + 91 1284 264185

Plant-II : Plot No. F-76 to 81, SIPCOT Industrial Park, Irungattukottai, Sriperumbudur Taluk, District Kancheepuram Tamil Nadu - 602 117 (India) Tel.: +91 44 47103442, 47103443 Fax: +91 44 47100441

Plant-III : AIS Industrial Estate Plot No.- B, Latherdeva Hoon Manglaur - Jhabrera Road, P.O. Jhabrera, Tehsil Roorkee, District Haridwar, Uttarakhand - 247667 Tel.: +91 1332 224007, 224008 Fax: +91 1332 224006

Plant-IV Plot No. T-16, MIDC Industrial Area, Talaja, Panvel Taluk, District Raigad, Maharashtra - 410208 Tel.: +91-22-56163068, 56163072



LAMISAFE - LT • TEMPERLITE - LT • HEATLITE - LT

website : www.aisglass.com

Corporate Identity Number: L26102DL1984PLC019542





Auto Glass

Date: 10<sup>th</sup> February, 2020

**Sub: Letter of Intent**

Dear Seera Akash Bharadwaj,  
10-113/1, Sri Lakshmi Nagar,  
Chinnamushidiwada, near community hall,  
Pendurthi, District-Visakhapatnam,  
Sujatha Nagar,  
Andhra Pradesh-530051.

With reference to your application and the subsequent interview you had with us the Management is pleased to engage you as Trainee for a period of 12 months from the date of your joining in our factory located at F 76 to 81, SIPCOT Industrial Park, Sriperumbudur, Irungattukottai, District-Kancheepuram, Tamil Nadu-602117, Railway Station-Chennai Central.

You will be paid a stipend of Rs. 12000/- (Twelve Thousand) per month during the period of your training. After the successful completion of the training period, certificate for the training will be given.

The Management reserves the right to terminate your training period immediately, if found any indiscipline or misconduct during the training period.

The following benefits will be provided by the company in addition to your stipend.

- Free transportation facility for the fixed routes.
- Subsidized food coupons.

Your joining should not be later than 20<sup>th</sup> April, 2020 after which this letter of engaging training shall become void.

Please sign and return a copy of this letter in acceptance.

Yours Sincerely

For Asahi India Glass Ltd.

Corporate HR

Note: When you report for training you are requested to bring the following:

1. Photographs (Passport Size – 4, Stamp Size–2)
2. Certificates (Educational & Date of Birth) original for Verification & photocopy for record.
3. Copy of Aadhar Card

Asahi India Glass Ltd.

Registered Office: Unit No. 203 to 208, Tribhuvan Complex, Ishwar Nagar, Mathura Road, New Delhi- 110065

Corporate Office: 5th, 6th & 8th Floor Tower-B, Global Business Park Mehrauli-Gurgaon Road Gurgaon-122002(India) Tel.: +91 124 4062212-19 Fax: +91 124 4062244, 4062288

Plant-I: 94.4 Kms. National Highway-8, Village Jaliawas, Tehsil Bawal, District Rewari-123 501 (India) Tel.: +91 1284 264366-67, 264274, 264306 Fax: + 91 1284 264185

Plant-II : Plot No. F-76 to 81, SIPCOT Industrial Park, Irungattukottai, Sriperumbudur Taluk, District Kancheepuram Tamil Nadu - 602 117 (India) Tel.: +91 44 47103442, 47103443 Fax: + 91 44 47100441

Plant-III : AIS Industrial Estate Plot No. - B, Latherdeva Hoon Manglaur - Jhabrera Road, P. O. Jhabrera, Tehsil Roorkee, District Haridwar, Uttarakhnad - 247667 Tel.: + 91 1332 224007, 224008 Fax: + 91 1332 224006

Plant-IV Plot No. T-16, MIDC Industrial Area, Talaja, Panvel Taluk, District Raigad, Maharashtra - 410208 Tel.: +91-22-56163068, 56163072



LAMISAFE- LT • TEMPERLITE- LT • HEATLITE- LT

website : www.aisglass.com

Corporate Identity Number: L26102DL1984PLC019542

**[NextGen Ventures] Campus Recruitment Result - Cape Electric - Engg/2020 Batch - AP - ANITS**

Campus South <campus.south@nextgenventures.in>  
 To: dean.placements@anits.edu.in, placements@anits.edu.in, anitstnp@gmail.com  
 Cc: bikash@nextgenventures.in

Wed, Nov 27, 2019 at 1:01 PM

## NextGen Ventures

### CAMPUS RECRUITMENT RESULT

Consulting Sales Engineer - Cape Electric Pvt. Ltd  
 B.TECH (Electrical, EEE, EIE, ETC, ECE) | 2020 passing out batch

Dear Sir/Madam,

Greetings from NextGen Ventures!

With respect to the "Recruitment Drive (Pooled)" by & for for "Cape Electric Pvt. Ltd." for the 2020 passing out B.E/B.Tech (Electrical, EEE, EIE, ETC, ECE) engineering candidates from your region, please find the "Result" of the drive as mentioned below;

List:

SL.NO	CANDIDATE NAME	EMAIL ID	CONTACT NO.	GENDER	COURSE	STREAM	INSTITUTE	STATUS
1	MADDU CHANDRA SEKHAR	chandu986646@gmail.com	9866464029	MALE	B.E/B.TECH	EEE	AIET	SELECTED
2	VIVEK PATNAIK	vivekpatnaik2903@gmail.com	9100896931	MALE	B.E/B.TECH	ECE	AIET	SELECTED
3	CHARMILA PANIGRAHI	panigrahicharmila@gmail.com	9494455424	FEMALE	B.E/B.TECH	ECE	AIET	SELECTED
4	LATCHUBHUKTA BHANU PRAKASH	prakashlatchubhukta@gmail.com	9912715752	MALE	B.E/B.TECH	EE	ANITS	SELECTED
5	CHALLAPALLI NAGA VENKATA PRASANTH	prasanthchallapalli910@gmail.com	9703745288	MALE	B.E/B.TECH	EEE	ANITS	SELECTED
6	NADIPALLI CHARISHMA	charishmanadipalli77@gmail.com	9515946955	FEMALE	B.E/B.TECH	EEE	ANITS	SELECTED
7	VASAMETTI JAYASHREE	vjaya1999@gmail.com	9948905329	FEMALE	B.E/B.TECH	EEE	ANITS	SELECTED
8	PANANGAPALLI SAI VAMSI	varnsi2511999@gmail.com	9177291783	MALE	B.E/B.TECH	EEE	ANITS	SELECTED
9	KOLLI PREETHI	preethikolli745@gmail.com	9.19248E+11	FEMALE	B.E/B.TECH	ECE	ANITS	SELECTED
10	GRANDHI PHANEENDRA VENKATA SANTHOSH KUMAR	grandhiphaneendra.2016.ece@anits.edu.in	8186826212	MALE	B.E/B.TECH	ECE	ANITS	SELECTED
11	BHUPATHIRAJU VINAY CHANDRA VARMA	bhvinaychandravarma@gmail.com	8106933252	MALE	B.E/B.TECH	EEE	REI	SELECTED
12	CHANDRA SEKHAR KOSANAM	sekhar.kc04@gmail.com	9542457974	MALE	B.E/B.TECH	EEE	MVGRCE	WAITLISTED
13	VYSYARAJU SURAJU	SURAJVYSYARAJU@GMAIL.COM	7989286592	MALE	B.E/B.TECH	EEE	MVGRCE	WAITLISTED
14	CHANDAKA HINDU PRASANNA KUMARI	hinduprasanna4010@gmail.com	9346532514	FEMALE	B.E/B.TECH	EEE	AIET	WAITLISTED
15	MUKTA VISHNU	vishnurukta475@gmail.com	7661017209	MALE	B.E/B.TECH	ECE	AIET	WAITLISTED
16	CHELLURI SARAT	chellurisarat@gmail.com	7794941502	MALE	B.E/B.TECH	EEE	ANITS	WAITLISTED

**Please Note:**

- As informed by the recruiting company, the wait listed candidate will only be absorbed as mentioned in above sequence if any one from the selects declines further.
- Institutes are requested to inform their respective candidates(selected ones) at the earliest & send us their joining confirmation latest by 02nd Dec'19 (Mon).

**DISCLAIMER : NEXTGEN VENTURES**

- NEXTGEN VENTURES does not commit or guarantee any job to any candidate of the institute while performing its responsibilities within the scope of the work in this initiative.
- The Final recruitment will be carried out through by the corporate depending / matching with their satisfaction & expectation with the candidate.



2014 Blk

Capgemini Technology Services India Limited  
(Formerly known as IGATE Global Solutions Limited)  
IT 1, IT 2, Arol MIDC, Thane - Belapur Road,  
Navi Mumbai - 400708, Maharashtra, India.  
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121  
www.capgemini.com/in-en

**Date: March 24, 2020**

**Ref No: HR/Campus/LO16342383/1**

**Kotyada Bheemunaidu  
Anil Neerukonda Institute Of Science And Technology**

### Letter of Intent ("LOI")

Dear **Kotyada Bheemunaidu**,

With reference to your interview conducted by us at SOA, 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 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**

  
**Puneet Kumra**  
**Head - Fresher Hiring**


**ANNEXURE 1**

**Kotyada Bheemunaidu**

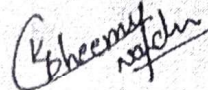
**Analyst and A4**

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)**. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

**For & On Behalf of Capgemini**

  
**Puneet Kumra**  
**Head - Fresher Hiring**

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



**Candidate Name: Kotyada Bheemunaidu**

**Date:** 26/03/2020

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

From: <[Shiva.Tammishetti@cognizant.com](mailto:Shiva.Tammishetti@cognizant.com)>

Date: Mon, Sep 30, 2019 at 6:22 PM

Subject: Cognizant T-School 2020 Batch Campus Recruitment | Vishakhapatnam Combined Campus Final Selects

To: <[siva.prasad@raghueducational.org](mailto:siva.prasad@raghueducational.org)>

Cc: <[Sowmya.Sankranthi@cognizant.com](mailto:Sowmya.Sankranthi@cognizant.com)>

# Cognizant®



Dear Prof Siva Prasad,

Team Cognizant is happy to share the final list of selected candidates from Vishakhapatnam Region colleges. We would like to congratulate the chosen candidates on their stellar performance and look forward to welcoming them onboard soon.

It is imperative for us to extend our gratitude for the warm reception we received from Raghu Institutions. We were impressed with the cordial support that was extended to us.

We will share a soft copy of the offer letters based on the final acceptance from the students shortly.

Once again, we would like to place on record our appreciation for this collaboration between Cognizant and your esteemed institution. Thanks to this long-standing equation, we have been able to identify the most driven individuals and build a strong and skilled employee base.

We look forward to our continued partnership and to further strengthen our position as the employer of choice.

Regards,  
Human Resources - Talent Acquisition  
Cognizant Technology Solutions

2019 Cognizant. All rights reserved.

S.No	Reg No	Full Name	Primary Email Id	Mobile Number	Current Stream	College Name
1	316126510010	Gavara Jaya Naga Venkata Sai	gjnvenkatasatish.16.cse@anits.edu.in	9640427257	CSE	ANITS
2	316126510014	V Suryanaryana Durga Sai Krishna Gunnam	gvdsakrishna.16.cse@anits.edu.in	9963939928	CSE	ANITS
3	316126510024	Mavuri Sravani	msravani.16.cse@anits.edu.in	7989851678	CSE	ANITS
4	316126510027	Sushma Manjeti	msushma.16.cse@anits.edu.in	8019320050	CSE	ANITS
5	316126510031	Mylapilli Raghu	mraghu.16.cse@anits.edu.in	9030646556	CSE	ANITS
6	316126510032	Amrutha Lakshmi Nagireddi	namruthalakshmi.16.cse@anits.edu.in	9705196937	CSE	ANITS
7	316126510050	Shiv Shankar Singh	sshankarsingh.16.cse@anits.edu.in	8790493907	CSE	ANITS
8	316126510055	Sri Akhil Thaneti	akhilthaneti24@gmail.com	9705886623	CSE	ANITS
9	316126510059	Venkata Sai Nitesh Virothi	vsainitesh.16.cse@anits.edu.in	7013507208	CSE	ANITS
10	316126510063	Anil Krishna Avvaru	aanilkrishna.16.cse@anits.edu.in	8498905320	CSE	ANITS
11	316126510069	Chitimala Ajay Sumanth	ajayparkar22@gmail.com	9398432798	CSE	ANITS
12	316126510075	Gandhi Sai Charan	gsaicharan.16.cse@anits.edu.in	8555925305	CSE	ANITS
13	316126510087	Kanuri Pratima	kpratima.16.cse@anits.edu.in	8367054038	CSE	ANITS
14	316126510088	Kesari Lakshmi Srinivas	srinukesari333@gmail.com	9703002808	CSE	ANITS
15	316126510096	Mohammad Reshma	mdreshma.16.cse@anits.edu.in	9346090324	CSE	ANITS
16	316126510107	Reddi Bhargavi	rbhargavi.16.cse@anits.edu.in	7093476749	CSE	ANITS
17	316126510111	Sai Teja Polisetty	saittejapolisetty99@gmail.com	8985130081	CSE	ANITS
18	316126510114	Ameen Shaik	skameen.16.cse@anits.edu.in	7055387187	CSE	ANITS
19	316126510124	Badam V D S Sailendra	bvdsaisailendra.16.cse@anits.edu.in	7036286846	CSE	ANITS
20	316126510132	Hemanth Krishna Chitrada	chkrishna.16.cse@anits.edu.in	9100868203	CSE	ANITS
21	316126510133	Chodipilli Sampath	sampathch.16.cse@anits.edu.in	9440819757	CSE	ANITS
22	316126510141	K Anantha Ramayya	kanantharamayya@gmail.com	9490916460	CSE	ANITS
23	316126510149	Haritha Kunisetty	haritha.kunisetty@gmail.com	9010434230	CSE	Anits
24	316126510154	Marada Ravindra	ravindra.phenom10@gmail.com	9182308307	CSE	ANITS
25	316126510167	Pinisetty Hari Teja	phariteja.16.cse@anits.edu.in	7036772030	CSE	ANITS
26	316126510168	Prakhyas Dasari	prakhyaad.16.cse@anits.edu.in	8106959603	CSE	ANITS
27	316126510170	Ravuru Sree Meghana	rsreemeghana.16.cse@anits.edu.in	6300799316	CSE	ANITS
28	316126510177	Manogna Tata	tmanogna.16.cse@anits.edu.in	7995824205	CSE	ANITS
29	316126510190	Yamini Pravaillika Ayinampudi	ayinampudiyaminipravailika.16.cse@anits.edu.in	9110710985	CSE	ANITS
30	316126511007	Srayya Battula S L	srayyabattula@gmail.com	8330927129	IT	ANITS
31	316126511015	Srinivasa Chakravarthi Dumpa	dumpa.16.it@anits.edu.in	9348796519	IT	ANITS
32	316126511026	Alisha Konduru	kondurualisha@gmail.com	8340934981	IT	ANITS
33	316126511042	Navya Sabbavarapu	navya06sabbavarapu@gmail.com	7288945584	IT	ANITS
34	316126511051	Sonali Patro	sonali.16.it@anits.edu.in	9701481612	IT	ANITS
35	316126511052	Tangudu Sujala	tangudu.16.it@anits.edu.in	7989888046	IT	ANITS
36	316126511054	Sai Abhigna Tummala	abhigna.tummala@gmail.com	9703435076	IT	ANITS
37	316126511060	Srija Vyasaraju	vysayarajusa@gmail.com	9182802199	IT	ANITS
38	316126511064	Nikhitha Bhamidimarri	nikhitha.0603@gmail.com	9666201875	IT	ANITS
39	316126511082	Satyasmath Gembali	gembali.16.it@anits.edu.in	7659935211	IT	Anits
40	316126511085	Gudla Pramodh	gudla.16.it@anits.edu.in	9704994254	IT	ANITS
41	316126511089	Kodru Sandeep	sandeepkodru77@gmail.com	8330933688	IT	ANITS
42	316126511090	Koduri N V S R Krishna Sai	koduri.16.it@anits.edu.in	9493955660	IT	ANITS
43	316126511092	Subhpravan Mallireddy	mallireddy.16.it@anits.edu.in	9550704454	IT	ANITS
44	316126512003	Dinesh Kumar Arnipalli	dineshkumararnipalli143@gmail.com	9885243093	ECE	ANITS
45	316126512007	Tarakeswara Venkata Madhan Boddu	boddutarakeswara.2016.ece@anits.edu.in	9703968497	ECE	ANITS
46	316126512010	Chinta Shalini	chinta.2016.ece@anits.edu.in	7036571931	ECE	ANITS
47	316126512019	Giduturi Yeshwanth	giduturi.2016.ece@anits.edu.in	9494183768	ECE	ANITS
48	316126512023	Sai Nikhitha Gandhi	nikhithasai1995@gmail.com	9949932399	ECE	ANITS
49	316126512025	Nikhil Kanumuri	kanumuri.2016.ece@anits.edu.in	8466906325	ECE	ANITS

50	316126512027	Keerthi Pavan Siva Ganesh	keertripavan.2016.ece@anits.edu.in	9491723838	ECE	ANITS
51	316126512032	Venkata Sai Nikhila Manapura	manapuramvenkata.2016.ece@anits.edu.in	9063888727	ECE	ANITS
52	316126512033	Vasavi Mandala	vasavimandala27@gmail.com	7093995644	ECE	ANITS
53	316126512055	Vendra Sai Sandeep	sandeepvendra1404@gmail.com	9618313815	ECE	ANITS
54	316126512060	Yerra Ravi Sai Teja	yerraravi.2016.ece@anits.edu.in	7799303610	ECE	ANITS
55	316126512061	Pratyusha Adibhatla	adibhatla.2016.ece@anits.edu.in	7780750986	ECE	ANITS
56	316126512075	Sahitya Gadde	sahityagadde2310@gmail.com	7013903164	ECE	ANITS
57	316126512078	Rohitha Guttikonda	guttikondarohi3@gmail.com	8247559869	ECE	ANITS
58	316126512084	Komati Jyothi Sirisha	komatijyothi.2016.ece@anits.edu.in	7287914567	ECE	ANITS
59	316126512091	Madugula Jyotshna	madugula.2016.ece@anits.edu.in	7702439399	ECE	ANITS
60	316126512092	Manda Satish Raj	manda.2016.ece@anits.edu.in	8919774474	ECE	ANITS
61	316126512100	Nimushakavi Sai Harshitha	nimushakavisai.2016.ece@anits.edu.in	9912653444	ECE	ANITS
62	316126512106	Potnuru Sandhya	potnuru.2016.ece@anits.edu.in	6303028256	ECE	ANITS
63	316126512110	Vinay Kumar Sammangi	svinaykumar7363@gmail.com	9652783395	ECE	ANITS
64	316126512115	Kesava Rao Etcherla	etcherla.2016.ece@anits.edu.in	7032794527	ECE	ANITS
65	316126512117	Vakada Mohan Sai Vamsi	vakadamohan.2016.ece@anits.edu.in	8523012323	ECE	ANITS
66	316126512121	Abdul Irfan	abdul.2016.ece@anits.edu.in	8977967677	ECE	ANITS
67	316126512125	Athmakuri Dinesh Venkata Sai Kumar	athmakuridineshkumar@gmail.com	8688164882	ECE	ANITS
68	316126512126	Sravankumar Bade	badesravankumar@gmail.com	9515814962	ECE	ANITS
69	316126512137	Hadasa Preethi Istaria	hadasaapreethi@gmail.com	9515042808	ECE	ANITS
70	316126512139	Jaldu Atchuta Santosh Sampreeth	jalduatthuta.2016.ece@anits.edu.in	7794822189	ECE	ANITS
71	316126512141	Kandarpa Sai Naveen	kandarpnaveen7@gmail.com	9502143787	ECE	ANITS
72	316126512143	Sai Swapnika Karri	karrisa.2016.ece@anits.edu.in	7032386888	ECE	ANITS
73	316126512145	Sri Gowri Kilari	kilarisri.2016.ece@anits.edu.in	8186919844	ECE	ANITS
74	316126512151	Manasa Mylapalli	manasamylapalli.2016.ece@anits.edu.in	8106079275	ECE	ANITS
75	316126512157	Netinti Vamsi Ramakrishna	vamsiramakrishna24@gmail.com	7036110324	ECE	ANITS
76	316126512165	Romala Jayendra Venkata Yadav	jayendrachamp7@gmail.com	7036005421	ECE	ANITS
77	316126512167	Sambangi Pratap	prathapsambangi@gmail.com	6301945297	ECE	ANITS
78	316126512169	Supriya Silla	silla.2016.ece@anits.edu.in	6305435943	ECE	ANITS
79	316126512170	Naveen Kumar Simma	simmanaveen.2016.ece@anits.edu.in	7287075568	ECE	ANITS
80	316126512171	Temburu Pavan	temburu.2016.ece@anits.edu.in	8309396102	ECE	ANITS
81	316126512175	Vallamsetti Pavan Kalyan	vallamsettipavan.2016.ece@anits.edu.in	8978431203	ECE	ANITS
82	316126512207	Gayatri Gangireddy	gayatri.2016.ece@anits.edu.in	8499051650	ECE	ANITS
83	316126514002	Dileep Kumar Badana	bdileepkumar.16.eee@anits.edu.in	7981942629	EEE	ANITS
84	316126514031	Sunil Kolati	sunilkolati76@gmail.com	9573992030	EEE	ANITS
85	316126514094	Pratyusha Maradana	mpratyusha.16.eee@anits.edu.in	7997838613	EEE	ANITS
86	316126514111	Bhagyasri Rayavarapu	rbhagyasri.16.eee@anits.edu.in	8374870778	EEE	ANITS
87	316126514134	Godavarti Ranga Sushma	sushmaagodavarthi@gmail.com	8247019833	EEE	ANITS
88	316126514173	Yadam Joshua	yadamjoshna@gmail.com	7989284285	EEE	ANITS
89	316126514192	Palla Nirosha	pnirosha.16.eee@anits.edu.in	9573773898	EEE	ANITS
90	316126514208	Nadipallicharishma	charishmanadipalli77@gmail.com	9515946955	EEE	ANITS
91	316126520024	Sunil Raju Kadari	k.sunilbabu.16.me@anits.edu.in	7093642088	MECH	ANITS
92	316126520141	Kornu Sateesh	sateeshkornu1999@gmail.com	7036164758	MECH	Anits
93	316126520162	Santhosh Kumar Sampathirao	s.santhoshkumar.16.me@anits.edu.in	7036353355	MECH	ANITS
94	316126520169	Taduthuri Sourya Pradeep	souryapradeep.1999@gmail.com	7989822770	MECH	ANITS
95	316126520189	Itamsetti Lokesh Raviteja	i.lokeshraviteja.16.me@anits.edu.in	8143117522	MECH	ANITS
96	316126520206	Salapu Anesh	s.anesh.16.me@anits.edu.in	8978921675	MECH	ANITS



S.No	Current University Reg No	First Name	Last Name	Primary Email ID	Primary Mobile No	Current Stream
1	316126520028	Sai Krishna	Komatlapalli	saikrishnak456@gmail.com	7995115072	Mechanical Engineering
2	316126520036	Sarath Rahul	Malla	msarathrahul@gmail.com	7799889953	Mechanical Engineering
3	316126520040	Shivani	Mudili	mudilishivani95@gmail.com	7396662277	Mechanical Engineering
4	316126520050	Mahaboobsbhani	Shaik	sh.mahaboobsbhani.16.me@anits.edu.in	7095122194	Mechanical Engineering
5	316126520119	Saikerthi	Yadla	y.saikerthi.16.me@anits.edu.in	7288093456	Mechanical Engineering
6	316126520183	Geethika	Chettupalli	c.geethika.16.me@anits.edu.in	8106995793	Mechanical Engineering
7	316126520269	Ravi Kumar	Baratam	b.ravukumar.16.me@anits.edu.in	8919655831	Mechanical Engineering

**Fwd: Shortlisted Students - Final Results** - CTRL

Head Placements ANITS <dean.placements@anits.edu.in>  
 To: ANITS Placements <anitstnp@gmail.com>

Thu, Sep 5, 2019 at 12:38 PM

Warm Regards

**P.V.Srinivasa Sarma**

Head - Corporate Relations  
 Anil Neerukonda Institute of Technology & Sciences (ANITS)  
 Sangivalasa, Bheemunipatnam  
 Visakhapatnam-531 162 AP

Mobile : + 91 73307 89891 / 9701082509  
 Mail ID: dean.placements@anits.edu.in  
 Direct : +91 8933 225086 Board : +91 8933 225083- 84 Extn: 275  
[www.anits.edu.in](http://www.anits.edu.in)

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

From: **Biksham Y** <biksham.y@cloud4c.com>  
 Date: Wed, Aug 28, 2019 at 8:06 PM  
 Subject: Shortlisted Students - Final Results  
 To: adityaadida369@gmail.com <adityaadida369@gmail.com>, sailendrabadam@gmail.com <sailendrabadam@gmail.com>, mgmanogna55@gmail.com <mgmanogna55@gmail.com>, sreemeghanaravuru@gmail.com <sreemeghanaravuru@gmail.com>, gvkvamsikrish1911@gmail.com <gvkvamsikrish1911@gmail.com>, saisuryasrinivas2015@gmail.com <saisuryasrinivas2015@gmail.com>, pavantemburu@gmail.com <pavantemburu@gmail.com>, katyapolavarapu@gmail.com <katyapolavarapu@gmail.com>  
 Cc: Roop Kumar Raju <roopkumar.g@ctrls.in>, dean.placements@anits.edu.in <dean.placements@anits.edu.in>, santosh lingala <santosh.lingala@cloud4c.com>

Dear Srinivasa Sarma,

The following students are shortlisted for training. Offer - Letter will be released after approval from management

Below are the selected list of students:

S No	Name	Email ID	Mobile No	Location
1	Aditya Adida ✓	adityaadida369@gmail.com	9490485139	ANITS
2	B.V.D.S.SAILENDRA ✓	sailendrabadam@gmail.com	7036286846	ANITS
3	Manogna Tata ✓	mgmanogna55@gmail.com	7995824205	ANITS
4	Ravuru Sree Meghana ✓	sreemeghanaravuru@gmail.com	9550194105	ANITS

5	GONDESI VAMSI KRISHNA REDDY	gvkvamsikrish1911@gmail.com	9493486736	ANITS
6	SAI SURYA SRINIVAS PAMMINA	salsuryasrinivas2015@gmail.com	7680830358	ANITS
7	Temburu Pavan	pavantemburu@gmail.com	8309396102	ANITS
8	P Sai Kausthubh	katyapolavarapu@gmail.com	7989246797	Anits

Best Regards,

Y Biksham

Cloud4C

---

image001.png  
40K

Ref: DFC(I)PL/Kesavaram/HR& Admln/Offer of Appointment/2020.  
Date: 28<sup>th</sup> Jan, 2020.

To  
Mr. Pedhiredla poorna Chandrasekhar,  
S/o. Kamu Naidu  
Salika Mallavaram, Golugonda  
Visakhapatnam District, 531084 Andhra Pradesh.  
Contact No: 9542950175, Email: arjunchandra0104@gmail.com

**Sub: Offer of Appointment as GET (Graduate Engineer-Trainee)**

Dear Mr. Chandra Sekhar,

With reference to your application and subsequent interview you had with us, we have pleasure in offering you the position of **GET (Graduate Engineer-Trainee)** in our Unit, situated at Kesavaram village, Payakaraopeta Mandal, on the following terms and conditions as mutually discussed and agreed.

Your CTC is fixed at **Rs.3, 54,372/-** (Rupees Three Lakhs Fifty Four Thousand Three Hundred Seventy Two Only) Per Annum. Please note that the salary details are strictly private and confidential between you and the management. You shall not share/disclose this information under any circumstances with any one at any time except to the authorized person in HR Department.

You are advised to join on 11<sup>th</sup> May, 2020.

You shall work with the company for a minimum period of Three (3) Years from the date of your joining, for which you need to submit your written consent in the specified format, while joining.

This offer and employment is subject to the conditions that (a) on our understanding that the details in your resume and job application are correct and complete in all respects, (b) upon the management being satisfied on any reference and background checks that may be carried out any time during the period of your training and subsequent employment with the company and (c) your medical fitness certified by our Company's authorized /nominated Medical Officer.

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

- Medical Fitness Certificate from our Company's authorized Medical Officer.
- Copies of certificates along with originals in proof of your age, educational qualifications etc. for our records.
- 8 Passport size recent colour Photographs.
- Copy of your Aadhaar Card / Ration Card / Passport / Voter ID / Driving License.





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

If the above terms and conditions are acceptable to you, please sign on the duplicate copy of this offer of appointment and return to us in token of your acceptance.

In case there is no confirmation from your end on or before the specified date, this offer shall automatically stand cancelled.

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

With Best Wishes,

for **DECCAN FINE CHEMICALS (INDIA) PVT. LTD.**

**(B.SANKARA RAO)**  
**AGM – HR & ADMIN.**

**Offer Acceptance:-**

I received original letter of Offer of Appointment dated 28<sup>th</sup> Jan, 2020. I hereby accept the terms and conditions set out therein. I also agree that the salary details are strictly confidential between me and the Organization. I undertake that there would be no breach of this confidentiality agreement. I further confirm that I will be joining on 11<sup>th</sup> May, 2020 and work for a minimum period of 3 years.

Date:

Signature of the Candidate.

Name:

Date: 11 September 2020

Surya Pinninti  
Gurgaon

Dear Surya,

Further to your recent meetings and discussions with us, we are pleased to offer you employment with Delhivery Private Limited in the position of Developer-FS\_Godam at the company's office located at Gurgaon HQ (Haryana) Gurgaon, Haryana, India, (Field), on the terms and conditions set out hereinafter:

#### EMPLOYMENT

Your effective date of joining shall be no later than 14 September 2020.

Your employment with the Company shall be subject to successful pre and/or post-employment background checks, accuracy of the testimonials and information provided by you and your being free from any contractual restrictions preventing you from accepting this offer or starting work with us on the above-mentioned date. You, if so asked by the Company, shall disclose on your own behalf and, if married, on your spouse's behalf full details of any external directorships held and any personal business interests including partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company and acceptance by the Company of those external interests.

Please note that if during the pre or post-employment background checks, the background checking agency gives a negative report or in the event of unsatisfactory result of your pre or post-employment background checks, this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and, if you have already commenced employment with the Company, such employment shall automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to Company's rights and remedies against you.

#### PLACE OF POSTING

Your initial place of posting shall be at the Company's office located at Gurgaon. However, your services are transferable and you may be assigned / transferred in India or outside India to serve the Company in any of its existing or future offices or any of its group companies or

Delhivery Private Limited  
Corporate Office: Plot 5, Sector 44, Gurgaon - 122 002, Haryana, India  
Registered Office: A-29 (Back part), Mohan Cooperative Estate, New Delhi - 110044  
Formerly known as SSN Logistics Private Limited  
+91 124 6225600  
corporate@delhivery.com  
www.delhivery.com  
CIN U63090DL2011PTC21234

associates. It is a condition of your employment that you comply with any such requirements of the Company. The transfer arrangement shall not deem to constitute a change in your conditions of service.

Notwithstanding the above, you may however be required to work at any other place that the Company may deem fit and as may be required from time to time. You may also be seconded, deputed or transferred to any other person / company associated with the Company whether in India or abroad. In such a case your relocation expenses shall be borne by the Company and your reimbursement shall be as per the Relocation Policy of the Company. Parts of the Company operate on a 24x7 basis and are open for 365 days in a year.

#### PERFORMANCE OF DUTIES

You shall be assigned with all the duties and responsibilities of the Developer-FS\_Godam and such other duties on behalf of the Company, as may be reasonably assigned from time to time by the Company's management.

#### PROBATION

You shall serve a minimum probation period of 3 (Three) months from the date of your joining the Company ("Probation") following which your employment with the Company shall be deemed to be confirmed, unless stated otherwise, and in writing. The Company reserves the right to extend the Probation period for an additional period, as deemed appropriate, in the event of your performance being dissatisfactory.

It shall be your responsibility to read, pursue and follow Company's regulations/policies, copies whereof shall be made available to you on the HRMS portal.

During the period of Probation, either the Company or you may at any time terminate this letter of appointment, without cause, by giving in writing to the other party, 15 (Fifteen) days notice or in lieu thereof a sum equal to the amount or pro-rated amount of basic salary which would have accrued to you during the period or remaining period of notice. You shall not be entitled to any notice pay if your employment is terminated in accordance with Appendix 3 to this letter of appointment.

#### COMPENSATION

As compensation for services to be rendered, you shall be paid an annual fixed salary of Rs. 800000 (Eight Lakh Rupees). Your cost to the company (CTC) shall be Rs. 800000 (Eight Lakh Rupees) per annum. A detailed compensation structure is provided along with this letter of appointment (Appendix 1).

The salary shall be payable on a monthly basis in arrears on or about the last working day of

Delhivery Private Limited  
Corporate Office: Plot 5, Sector 44, Gurgaon - 122 002, Haryana, India  
Registered Office: A-29 (Back part), Mohan Cooperative Estate, New Delhi - 110044  
Formerly known as SSN Logistics Private Limited  
+91 124 6225600  
corporate@delhivery.com  
www.delhivery.com  
CIN U63090DL2011PTC21234

each calendar month, but in no case later than the 10th day of the succeeding calendar month. Please note that your salary details are highly confidential and should not be disclosed inside or outside the Company by you in any manner whatsoever and any failure on your part to adhere to this obligation shall be considered as serious breach of the terms of this letter of appointment.

You shall keep strictly confidential, details of your salary and the employment benefits provided to you, within and outside the Company.

#### RELOCATION

Any Relocation assistance, if provided shall be as per the Company's relocation policy.

#### TERMINATION OF EMPLOYMENT

During Probation period, either the Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, 15 (Fifteen) day's notice. You shall not be entitled to any notice pay if your employment is terminated in accordance with Appendix 3 to this letter of appointment.

After completion of the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, 30 (Thirty) days notice. The Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with Appendix 3 to this letter of appointment.

Your employment shall also be governed by the standard terms and conditions, which are annexed hereto as Appendix 3 and the same shall form an integral part of this letter of appointment. Your employment is conditional upon your acceptance of the standard terms and conditions and the specific provisions contained in Appendix 3.

Kindly sign and return the duplicate copy of this letter of appointment along with the Appendixes, as a token of your acceptance of the terms and conditions set out herein. Also, please initial each page of this letter of appointment and the Appendixes.

Please note that by signing this letter of appointment, you have agreed to accept the employment with the Company on the terms and conditions set out herein. Upon your signature and return to us, this letter of appointment shall be treated as an employment agreement and the terms and conditions of this letter of appointment shall govern your employment with the Company. This letter of appointment shall automatically stand revoked in the event you do not join the Company on or before the effective date mentioned in this letter of appointment.

Delhivery Private Limited  
Corporate Office: Plot 5, Sector 44, Gurgaon - 122 002, Haryana, India  
Registered Office: A-29 (Back part), Mohan Cooperative Estate, New Delhi - 110044  
Formerly known as: SSN Logistics Private Limited  
+91 124 6225600  
corporate@delhivery.com  
www.delhivery.com  
CIN U63090DL2011PTC21234

It is a pleasure to welcome you as a part of Delhivery Private Limited. We are confident that your employment with the Company shall prove mutually beneficial and rewarding and we look forward to having you join. On your first day of employment, please report to our office located at Gurgaon at 9.30 AM along with the documents as mentioned in the Appendix 2. Should there be a change in your start date, it is mandatory that the same be communicated to us a week in advance.

**Surya, we thank you for considering Delhivery Private Limited as your future employer! We have bold objectives:**

1. Create the largest economic value for our customers through our fulfillment platform.
2. Become the default choice for any company looking for supply chain solutions in India
3. Focus relentlessly on economy in design and execution and pass on the benefits of our frugality to customers

Joining us, shall put you amongst a team that is committed to excellence in everything we do. We are a battle-hardened force today, flag-bearers for a new generation of fulfillment companies around the world. Our clients and their customers trust us to fulfill our service promises and to build new paths for commerce, maintaining the highest standards of quality, precision and professionalism.

For Delhivery Private Limited



Suraju Dutta  
Managing Director

I accept this letter of appointment on the terms and conditions as described herein.  
**Disclaimer:** As part of the green initiative, the Company has adopted a paperless policy. Please consider this as the only offer letter that will be shared with you. If specifically required for a particular purpose, please drop an email to [foe@delhivery.com](mailto:foe@delhivery.com) for a hard copy.

**ACKNOWLEDGEMENT:**

Surya Pinninti  
11 September 2020

Delhivery Private Limited  
Corporate Office: Plot 5, Sector 44, Gurgaon - 122 002, Haryana, India  
Registered Office: A-29 (Back part), Mohan Cooperative Estate, New Delhi - 110044  
Formerly known as: SSN Logistics Private Limited  
+91 124 6225600  
corporate@delhivery.com  
www.delhivery.com  
CIN U63090DL2011PTC21234

Appendix 1: Salary Break up

SALARY COMPUTATION		
Components	Per Annum	Per Month
Basic	320000	26667
HRA	160000	13333
Special Allowance	298400	24867
<b>Gross</b>	<b>778400</b>	<b>64867</b>
Deductions		
Employee PF	21600	1800
Total Deductions	21600	1800
Net Pay Before Tax	756800	63067
Company Contribution		
Employer PF	21600	1800
<b>Sub Total</b>	<b>21600</b>	<b>1800</b>
<b>CTC</b>	<b>800000</b>	<b>66667</b>
<b>Total CTC</b>	<b>800000</b>	

- a) Annual Performance Incentive is payable as per the prevailing company policy.
  - b) The Net Take Home is subject to opting the Flexi options at the time of joining.
  - c) Flexi pay may include Meal Coupons, LTA, Car Hiring and Vehicle Operating Exp.
- Notes:**  
Taxes shall be deducted subject to Investments declared to the organization has been computed on a yearly basis. Taxes will be computed as per the government regulations, which can change from time to time.

#### Appendix 2

Please come prepared with the following documents (photocopies & originals) on your day of joining:

- Delhivery Private Limited  
Corporate Office: Plot 5, Sector 44, Gurgaon - 122 002, Haryana, India  
Registered Office: A-29 (Back part), Mohan Cooperative Estate, New Delhi - 110044  
Formerly known as SSN Logistics Private Limited
- +91 124 6225600  
corporate@delhivery.com  
www.delhivery.com  
CIN U63090DL2011PTC21234

- a) Highest Qualification Proof (Mark sheet and Certificate/Degree)
- b) Pan Card
- c) Aadhaar Card
- d) Permanent Address Proof (Aadhaar card/Voter ID card/Passport).
- e) Current Address Proof (Aadhaar card/Voter ID card/Passport/ Notarized Rent Agreement), in case employee's permanent address and current address are not same.
- f) Last two employer's Relieving letter.
- g) 4 Passport size photograph
- h) Latest Salary Slip
- i) Bank Statement / Canceled Cheque
- j) Signed Offer Letter

Your employment with the Company shall be subject to submission of the above documents and required joining forms on the date of joining. Shall you fail to submit the same even within 7 (seven) days of your joining, the Company reserves the right to terminate your employment, in the event the above documents and forms are not submitted within the time stated above.

#### Appendix 3

#### STANDARD TERMS AND CONDITIONS OF EMPLOYMENT

This appendix containing the Standard Terms and Conditions of employment is attached to the letter of appointment and shall be deemed to be an integral part thereof. Your employment is conditional upon your acceptance of the standard terms and conditions detailed herein.

#### 1. BENEFITS

- You will also be entitled, during the term of your employment, to such leaves, medical insurance, Group Personal Accident and other employee benefits as the Company may offer from time to time, subject to applicable eligibility requirements. The Company does reserve the right to make any modifications in this benefits package that it deems appropriate. Brief overview of benefits currently being offered:
    - i. Eligibility for a total of 32 days of Annual leaves every financial year (April-March)
    - ii. Gratuity shall be paid as per the Gratuity Act
    - iii. Eligibility for Provident fund as per the Employees Provident Fund and Miscellaneous Provisions Act, 1952
    - iv. Eligible for Employees State Insurance as per the Employees State Insurance Act, 1948
    - v. Performance Linked Incentives shall be paid based on performance during the financial year.
- Please refer to the respective policy documents, as updated and available on the Company's HRMS portal for details.

- Delhivery Private Limited  
Corporate Office: Plot 5, Sector 44, Gurgaon - 122 002, Haryana, India  
Registered Office: A-29 (Back part), Mohan Cooperative Estate, New Delhi - 110044  
Formerly known as SSN Logistics Private Limited
- +91 124 6225600  
corporate@delhivery.com  
www.delhivery.com  
CIN U63090DL2011PTC21234



## 2. CONFIDENTIALITY

In consideration of the Company furnishing You with the Confidential Information, the employee agree as follows:

1. The Confidential Information shall be used by You solely within the scope of your engagement of services for which the disclosure was made, and not for any other purpose. You shall not disclose Confidential Information to any third party and shall otherwise treat such Confidential Information as you treat like information of your own. You agree shall always take whatever commercially reasonable steps are necessary to protect the confidentiality of such information.
2. You are required to keep the Confidential Information confidential as you would your own confidential information and trade secrets and keep in confidence and subject to the terms and conditions of this Agreement. You shall not disclose the Confidential Information or any part thereof to any Person. You shall not take any copies or make any summaries or transcripts or reproduce or transmit by any means and in any form whatsoever (including in an externally accessible computer or electronic information retrieval system) of the whole or any part of the Confidential Information otherwise than as required in pursuance to this Agreement and without the prior written consent of the Company.
3. The term "Confidential Information" shall be deemed not to include information which is or becomes generally available to the public other than as a result of a disclosure by You or any other person who directly or indirectly receives such information from You or in violation of a confidentiality obligation to the Company known to You or is or becomes available to You on a non-confidential basis from a source which is entitled to disclose it to You.
4. Unless otherwise specified in a separate agreement between the parties, all Confidential Information disclosed by the Company to You shall be and shall remain the Company's property. Upon termination of your engagement of services for which the disclosure was made, or at any time upon Company's request, you shall promptly return all existing tangible Confidential Information to the Company. Any type of Confidential Information tangible and intangible that you came across during the tenure with the organization, that shall remain subject to the confidentiality obligations post the termination as per this Agreement.
5. In case of breach of the terms and conditions of this Agreement or any unauthorized disclosure or use of the confidential information by you, which may cause the Company irreparable harm, sufficient injury, loss and damage, the extent of which may be impossible to ascertain and which cannot be fully compensated by monetary damages, in addition to any other remedies the Company may have at law or in equity, the Company shall be entitled to seek immediate injunction and other equitable relief against you to prevent any further or continuing breach of your obligations. In addition to all remedies available in law and equity,

Delhivery Private Limited  
Corporate Office: Plot 5, Sector 44, Gurgaon - 122 002, Haryana, India  
Registered Office: A-29 (Back part), Mohan Cooperative Estate, New Delhi - 110044  
Formerly known as SSN Logistics Private Limited

+91 124 6225600  
corporate@delhivery.com  
www.delhivery.com  
CIN:U63090DL2011PTC221234

you will also be liable to pay for all legal fees and costs incurred in the successful enforcement of this Agreement or the successful establishment of breach of this Agreement.

6. Intellectual Property Ownership. The Employee hereby assigns to the Company all rights, including, without limitation, copyrights, patents, trade secret rights, and other intellectual property rights associated with any ideas, concepts, techniques, inventions, processes, works of authorship, Confidential Information or trade secrets (i) developed or created by the Employee, solely or jointly with others, during the course of performing work for or on behalf of the Company or any affiliate of the Company, or the predecessors of any such entities, whether as an employee or independent contractor, (ii) that the Employee conceives, develops, discovers or makes in whole or in part during the Employee's employment by the Company that relate to the business of the Company or any affiliate of the Company or the actual or demonstrably anticipated research or development of the Company or any affiliate of the Company, (iii) that the Employee conceives, develops, discovers or makes in whole or in part during or after the Employee's employment by the Company that are made through the use of any of the equipment, facilities, supplies, trade secrets or time of the Company or any affiliate of the Company, or (iv) developed or created by the Employee, solely or jointly with others, at any time before the Employment Period, that relate to or involve the Company's businesses (including, but not limited to, the business of the Company Group) (collectively, the "Work Product"). Without limiting the foregoing, to the extent possible, all software, compilations and other original works of authorship included in the Work Product will be considered a "work made for hire" as that term is defined in Title 17 of the United States Code. If, notwithstanding the foregoing, the Employee for any reason retains any right, title or interest in or relating to any Work Product, the Employee agrees promptly to assign, in writing and without any requirement of further consideration, all such right, title, and interest to the Company. Upon request of the Company at any time during or after the Employment Period, the Employee will take such further actions, including execution and delivery of instruments of conveyance, as may be appropriate to evidence, perfect, record or otherwise give full and proper effect to any assignments of rights under or pursuant to this Agreement. The Employee will promptly disclose to the Company any such Work Product in writing.

## 3. DISCIPLINARY ACTION PROCEDURE

Any breach of the Company's regulations/policies, failure to attain or maintain a satisfactory work standard or any misconduct by an employee shall be regarded as a disciplinary or capability matter. Your immediate superior shall normally deal with minor disciplinary matters. The procedure for more serious offences including major misconduct shall be dealt in the manner set out under the Company's regulations/policies. Further, in case of any kind of mis-conduct, the Company is at liberty to terminate your employment immediately.

Delhivery Private Limited  
Corporate Office: Plot 5, Sector 44, Gurgaon - 122 002, Haryana, India  
Registered Office: A-29 (Back part), Mohan Cooperative Estate, New Delhi - 110044  
Formerly known as SSN Logistics Private Limited

+91 124 6225600  
corporate@delhivery.com  
www.delhivery.com  
CIN:U63090DL2011PTC221234

#### 4. COMPANY'S REGULATIONS/POLICIES

You shall abide and be bound by the Company's regulations/policies as available on company's HRMS portal, and the same shall form part of this letter of appointment. The Company's regulations/policies may be changed / amended at any time at the discretion of the Company and the changed Company regulations/policies shall thereupon bind you. You shall the Company from time to time.

#### 5. SEPERATION / TERMINATION OF EMPLOYMENT

Separation/Termination of employment will be applicable in accordance with condition set forth in Separation Policy and Disciplinary, Capability and Grievance Management policy. Categories of voluntary separation are Resignation, Death, Retirement and End of fixed term. Absenteeism.

#### 6. REPRESENTATION

You represent and warrant that you are not bound by or subject to any court order, agreement, arrangement or undertaking (including but without limitation any non-competition or non-solicitation undertakings) or any other disability of any nature which may in any way restrict or prohibit you from entering into this letter of appointment or from performing your duties and providing services under this agreement of employment on the terms and condition contained herein.

#### 7. INTERPRETATION

If any of the provisions of this letter of appointment shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or un-enforceability shall not affect any other provisions of this letter of appointment, and this letter of appointment shall be construed as if such invalid, illegal or unenforceable provision has never been contained in this letter of appointment. If, moreover, any one or more of the provisions contained in this letter of appointment shall for any reason be held to be excessively broad as to duration, activity or subject, it shall be construed by limiting and reducing it, so as to be enforceable to the extent compatible with the applicable law as it shall the appear.

#### 8. DISPUTES

All disputes or differences whatsoever arising between the Company and you out of or relating to the construction, meaning and operation or effect of this letter of appointment or the breach thereof shall be settled by a senior officer of the Company as nominated by the CHRO and the decision made in pursuance thereof shall be binding on you and the Company.

Delhivery Private Limited  
Corporate Office: Plot 5, Sector 44, Gurgaon - 122 002, Haryana, India  
Registered Office: A-29 (Back part), Mohan Cooperative Estate, New Delhi - 110044  
Formerly known as SSN Logistics Private Limited

+91 124 6225600  
corporate@delhivery.com  
www.delhivery.com  
CIN US:3090DL2011PTC21234

i. Any disputes during or after your employment would first be settled amicably between us. Should such a settlement be not possible then the same shall be finally settled by arbitration as per the provisions of the Arbitration and Conciliation Act, 1996, or any other statutory modification or re-enactment thereof. The arbitration shall be conducted by a sole arbitrator who shall be an independent and suitably qualified third party appointed by the Company. The venue of the arbitration shall be Gurgaon, India. The arbitration proceedings shall be conducted in English.

ii. Subject to what is stated above, the courts at New Delhi, India shall have the sole jurisdiction in respect of all matters pertaining to this appointment.

iii. This appointment shall be governed and construed exclusively in accordance with the laws of India

#### 9. WAIVER OF BREACH

Any waiver by the Company of a breach of any provision of this letter of appointment shall not operate or be construed as a waiver of any subsequent breach.

Delhivery Private Limited  
Corporate Office: Plot 5, Sector 44, Gurgaon - 122 002, Haryana, India  
Registered Office: A-29 (Back part), Mohan Cooperative Estate, New Delhi - 110044  
Formerly known as SSN Logistics Private Limited

+91 124 6225600  
corporate@delhivery.com  
www.delhivery.com  
CIN US:3090DL2011PTC21234

**Total List Received from Chemical Dept. (12-10-2020)**

S. No.	Enrollment No.	Name	Name of the Employer	On/Off Campus	No. of Placements
1	316126502001	Mr. A. Roshan Nag Kumar	Divi's Laboratories Ltd.	Off Campus	1
2	316126502002	Mr. A. Nikhil Sai Srinivas	Divi's Laboratories Ltd.	Off Campus	1
3	316126502005	Mr. Bojanki Prudhvi	Divi's Laboratories Ltd.	Off Campus	1
4	316126502006	Mr. Chandaka Sai Kumar	Divi's Laboratories Ltd.	Off Campus	1
5	316126502007	Mr. Chinta Sai Kiran	Infosys Ltd. & Deccan Fine Chemicals (India) Pvt. Ltd.	On Campus & Off Campus	2
6	316126502008	Mr. Chitakana Swamy Sai	Divi's Laboratories Ltd.	Off Campus	1
7	316126502009	Ms. D.Ramya bharathi	Deccan Fine Chemicals (India) Pvt. Ltd..	Off Campus	1
8	316126502011	Mr. G.S. S. A. Hemanth	Deccan Fine Chemicals (India) Pvt. Ltd. & Divi's Laboratories Ltd.	Off Campus	2
9	316126502012	Mr. Gundu Hemanth	Divi's Laboratories Ltd.	Off Campus	1
10	316126502013	Mr. Jinnla Sravan Kumar	Divi's Laboratories Ltd.	Off Campus	1
11	316126502015	Mr. J. Chandra Sai Girish	Divi's Laboratories Ltd.	Off Campus	1
12	316126502016	Mr. Kilaparthi Kamalakar	Divi's Laboratories Ltd. & Deccan Fine Chemicals (India) Pvt. Ltd.	Off Campus	1
13	316126502019	Mr. N. Manoj Yadav	Divi's Laboratories Ltd.	Off Campus	2
14	316126502020	Mr. Peddina Sampath Kumar	Divi's Laboratories Ltd. & Deccan Fine Chemicals (India) Pvt. Ltd.	Off Campus	1
15	316126502021	Mr. P. Poorna Chandrasekar	Infosys Ltd. & Deccan Fine Chemicals (India) Pvt. Ltd.	On Campus & Off Campus	2
16	316126502022	Ms. R. N. Krishna Keerthana	Focus Academy for Career Enhancement (FACE) & Deccan Fine Chemicals (India) Pvt. Ltd.	On Campus & Off Campus	2
17	316126502023	Mr. Ronanki Mozes	Divi's Laboratories Ltd.	Campus	1
18	316126502025	Mr. Shorab Mallo	Torrecid India Pvt. Ltd.	Off Campus	1
19	316126502027	Mr. Surisetty Sai Naresh	Divi's Laboratories Ltd.	On Campus	1
20	316126502028	Mr. T. Srikanth Hanumanthu	Infosys Ltd. & Divi's Laboratories Ltd.	Off Campus	1
21	316126502030	Mr. Vivek Inna	Deccan Fine Chemicals (India) Pvt. Ltd. & Divi's Laboratories Ltd.	On Campus & Off Campus	2
22	316126502031	Ms. V. Madhavi Latha	Infosys Ltd. & Deccan Fine Chemicals (India) Pvt. Ltd.	Off Campus	2
23	316126502034	Mr. Muppina Kalyan Babu	Divi's Laboratories Ltd.	On Campus & Off Campus	2
24	316126502035	Mr. M. Sharukh Nawaz	Divi's Laboratories Ltd.	Campus	1
25	316126502037	Mr. Ande Jagadeesh	Divi's Laboratories Ltd.	Off Campus	1
26	316126502038	Mr. G. Ganesh Kumar	Divi's Laboratories Ltd.	Off Campus	1
27	316126502039	Mr. S. Dinakara Vara Prasad	Deccan Fine Chemicals (India) Pvt. Ltd. & Divi's Laboratories Ltd.	Off Campus	1
28	316126502041	Mr. B. Manoj Kumar	Divi's Laboratories Ltd. & Deccan Fine Chemicals (India) Pvt. Ltd.	Off Campus	2
29	316126502043	Mr. Vanam Uday Kiran	Infosys Ltd. & Divi's Laboratories Ltd.	Off Campus	2
30	316126502044	Mr. Sammidi Manikanta	Infosys Ltd. & Divi's Laboratories Ltd.	On Campus & Off Campus	2
31	316126502045	Ms. P. Sravani	Extra marks Educations India Pvt. Ltd.	Campus	2
32	316126502046	Mr. Jujuri Sasidhar	Divi's Laboratories Ltd.	On Campus	1
33	316126502048	Mr. Malla Appalarasayya	Divi's Laboratories Ltd.	Off Campus	1
34	316126502050	Mr. Maradana Ganapathi Rao	Divi's Laboratories Ltd.	Off Campus	1
35	316126502051	Mr. SK Mahaboob Subhani	Divi's Laboratories Ltd.	Off Campus	1
36	316126502053	Mr. B. Datta Sai	Divi's Laboratories Ltd.	Off Campus	1

11 - A

To,  
Mr. Adabala Roshan Nag Kumar  
S/o Sree Rama Chandra Murthy  
LandMark : Near BSNL Main Office,  
City/Village : Duddi Vari Agraharam,  
Post : Moberlipet,  
Mandal : Amalapuram,  
District : EAST GODAVARI-533201.

Date:16.03.2020,

Sub : Letter for Training

**We extend to you our warmest welcome to our family of Divi's Laboratories Limited.**

With reference to your application and discussions had with you ,we are pleased to offer you a one-year training in Production Department, at Unit-2, situated at Chippada Village, Bhemmuniapatnam Mandal, Visakhapatnam District on the on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.16000/- per month during your training period.
2. After submit / verification of your B.Tech provisional certificate you will be paid a stipend of Rs.16000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated , if you are not found medically fit.
4. Training is given at any one of the departments, branches & manufacturing units of the organization, depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization, depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules, regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization, at its sole discretion, may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act, 1948.
9. This offer of training is based on the information furnished in your application. If, at any given time, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed, then your training based on this letter of training, is liable to be terminated, without any notice or any stipend in lieu thereof.

.....44089.....

10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization, shall not be disclosed, divulged or made public by you even thereafter.
11. You shall adhere to Organization's policies, procedures, rules and regulations, discipline and general work practices, which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place.
13. Your training is liable for termination at any time without notice or enquiry, if you are found indulging in any misconduct.
14. Your progress in training is reviewed from time to time and if found unsatisfactory, your training will be terminated without notice.
15. You are required to submit the following at the time of joining
  - a. For verification purpose, we need your original certificates of S.SC, Inter, & B.Tech and photo copies of the same.
  - b. Four passport size color photographs.
  - c. Four copies of post card size black & white group photo of yours along with your dependent parents, and your spouse & children if married.
  - d. Photo copies of Aadhaar & PAN cards of yours along with your father, mother, spouse and children, if Married.
  - e. Photo copy of SBI savings bank account passbook.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

You shall join training within a week after completion of your final year examination including practical's, provided if you cleared all the subjects in previous examinations. You may bring marks memo's as a proof of passed previous examinations at the time of joining.

We take this opportunity to welcome you to the organization and wish you good luck.

Yours sincerely,

For DIVI 'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)

---

**ACCEPTANCE**

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

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

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

Road Map : Vizag to Tagarapuvalasa - Bus available. Tagarapuvalasa to Chippada - Autos available.

 :08922 248917/927

.....44089.....

**Congratulations || DXC Technology || 2020 Batch || Offered Candidates**

3 messages

Mon, Feb 17, 2020 at 11:01 AM

**Kondapally Adharsh Kumar** <adharsh.kumar@cocubes.com>

To: "Dean.placements@anits.edu.in" &lt;Dean.placements@anits.edu.in&gt;

Cc: Vinay Singh &lt;vinay.singh@cocubes.com&gt;, "B. Giridhar Mohan" &lt;giridhar.mohan@cocubes.com&gt;, Akhil Perali &lt;akhil.perali@cocubes.com&gt;, Khareedu Uday Kiran &lt;uday.kiran@cocubes.com&gt;

Dear Sir,

Greetings from Aon CoCubes!!!

Congratulations!! We are delighted to inform you that below candidates have been offered for the 'Trainee' role in 'DXC Technology'. The students were shortlisted based on CoCubes Score and the interview process for the shortlisted students was conducted at Vijayawada.

CoCubes Id	Name	Institute Name	Graduation Branch	CoCubes Score
2873357	Chitrada Hemanth Krishna	Anil Neerukonda Institute Of Technology And Sciences, Visakhapatnam	Computer Science Engineering	509
2874244	Gunuru Suhitha Sai	Anil Neerukonda Institute Of Technology And Sciences, Visakhapatnam	Electronics and Communications Engineering	573
2874088	Mohammed Payaz	Anil Neerukonda Institute Of Technology And Sciences, Visakhapatnam	Electrical and Electronics Engineering	517
2873348	Pradeep Vepada	Anil Neerukonda Institute Of Technology And Sciences, Visakhapatnam	Electronics and Communications Engineering	537

**Designation:** Trainee**Salary:** INR 3.4 LPA**Joining Period:** Post Course Completion

Thank you for your support during the entire process, Looking forward in adding value to your esteemed institute.

Warm Regards,

**Adharsh Kondapally** | Associate Institutions

Aon's Assessment Solutions

m +91 7093152250

[cocubes.com](http://cocubes.com) | [LinkedIn](#) | [Twitter](#) | [Facebook](#)

**CoCubes** | 20,000+ Offers | 1,000+ Companies | 3.3 LPA Mean Salary | 40 LPA Max. Salary

**Head Placements ANITS** <dean.placements@anits.edu.in>

Mon, Feb 17, 2020 at 11:23 PM

To: HOD's of All Departments &lt;hods@anits.edu.in&gt;, teamplacements &lt;teamplacements@anits.edu.in&gt;, ANITS Placements &lt;anitsstp@gmail.com&gt;, Chief Placement Coordinator &lt;placements@anits.edu.in&gt;

Cc: T V Hanumantha Rao &lt;proftvrao@anits.edu.in&gt;

Dear Sir/Madam,

Please inform the concern students.

Warm Regards

**P.V.Srinivasa Sarma**

Head - Placements

Anil Neerukonda Institute of Technology &amp; Sciences (ANITS)

Sangivalasa, Bheemunipatnam

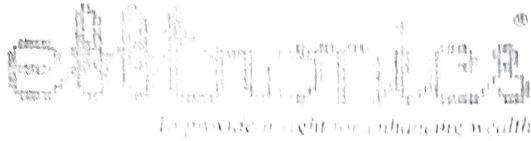
Visakhapatnam-531 162 AP

Mobile : + 91 73307 89891 / 9701082509

Mail ID : dean.placements@anits.edu.in

Direct : +91 8933 225052 Board : +91 8933 225083- 84 Extn: 225

[www.anits.edu.in](http://www.anits.edu.in)



**EFFTRONICS SYSTEMS PVT. LTD.**

40-55 M. Boudhava, Vikrma - Vijayawada-520 010 AP INDIA  
Tel: +91 (086) 241 3375 Fax: +91 (086) 241 3093  
e-mail: info@efftronics.com Website: www.efftronics.com

EFF/HRD/20-21/OFF-RD/079

24-Feb-20

To,

MS MOTHA POOJITHA,  
D/O M.V.D.V. PRASADA RAO,  
D NO:5-209,  
10<sup>th</sup> STREET SARADA NAGAR,  
ANAKAPALLI,  
VISAKHAPATAM-531001,  
ANDRA PRADESH.



Dear MS MOTHA POOJITHA,

**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 June 2020(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

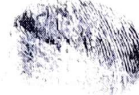
With Regards,  
For Efftronics Systems Pvt Ltd,

T. B. Sankar

(BHAVANI SANKAR T)  
VICE-PRESIDENT

PARENT

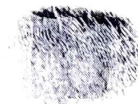
M V D V Prasad Rao



Witness By  
Motha

CANDIDATE

M Poojitha



Page 1 of 3

Mfrs. Relocating Data Loggers and LED Displays

Efftronics Embeded 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.



PARENT

M. V. D. V. *[Signature]*

CANDIDATE

M. Pojitha



Verified by  
Anshavij

Page 2 of 3



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 **Willfully non-performer** or guilty of fraud, dishonest, disobedient, disorderly behavior, 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 Eftronics Systems Pvt Ltd,

T B Sankar

(BHAVANI SANKAR T)  
VICE-PRESIDENT

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: 28/9/2020

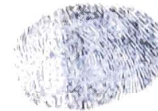
Place: VISAKHAPATNAM

Signature of Parent/Guardian

M. S. V. Prasad



M. J. Jeejit  
Signature of candidate



Verified By  
Madhavi

Page 3 of 3




**Fwd: ENH iSecure Results**

Placement Team <anitstnp@gmail.com>  
Draft

Sat, Mar 7, 2020 at 8:27 AM

From: **ENH iSecure Careers** <careers@enhisecure.com>  
Date: Friday, March 6, 2020  
Subject: ENH iSecure Results  
To: dean.placements@anits.edu.in

Dear Placement Officer

 Greetings from ENH iSecure!

We Are Delighted to Inform you , that the below students are selected. We will be releasing the offer letters for the mentioned candidates soon. We Look forward for your association with ENH iSecure.

SNO	Name
1	Mr. Khageshwar Rao Chapa
2	Ms. Kothapalli Madhulika - ANITS
3	Ms. Ruby Raghava Sontyana - ANITS

Thank you so much for your hospitality. We look forward to visit your campus again.

Please reach out to me if you have any queries.

Best Regards

**Sandeep Ganti**

Sr HR Executive

+91 8826771397 | sandeep.ganti@enhisecure.com

Date: 09-March-2020

Location: Hyderabad

Ref No: ENHHR/2020/Q1/IS/H1204

Sontyana Ruby Raghava

2-50-50/1, Kondapeta,  
Tagarapuvalasa,  
Bheemunipatnam,  
Visakhapatnam-531163

Phone: 9948803554

Email: rubysontyana99@gmail.com

**Subject: Employment Confirmation Letter**

Dear Ruby,

**Congratulations!**

You have been chosen to be a part of the Elite Cyber Security team of **ENH iSecure** subject to the acceptance of Terms & Conditions mentioned below:



1. Upon or before completion of your Exams, you will be joining us as "**Intern**" on the **available date as confirmed by your college**. You will be working as **Intern** until the following conditions are met:
  - a. Successful Completion of your Graduation and submission of all relevant certificates/documents [All Educational documents (SSC, Intermediate, Consolidated Mark Sheets of Graduation, Provisional Certificate) and Aadhar Card, PAN, Voter ID, Driving License, Blood Group]
  - b. Back Ground Verification Clearance
2. The Company will pay **INR 5000** per month (all inclusive) as a stipend during Internship period.
3. Once all the conditions mentioned above are met, the succeeding month you will be offered as **Trainee IAM Support Engineer** with CTC of **INR 2,82,168** per annum.
4. The breakup of the compensation structure is attached herewith in **Annexure A**.

Kindly return a copy of this letter of employment duly signed on all pages as a token of your acceptance of the terms & Conditions of employment.

We welcome you to **ENH iSecure** and look forward for a long and mutually beneficial association.

Yours Sincerely

For ENH iSecure private limited

Authorized Signatory

**Annexure A**

<b>Name: Ruby Raghava Sontyana</b>	<b>Ref: ENHHR/2020/Q1/IS/H1204</b>
<b>Designation: Trainee IAM Support Engineer</b>	<b>Date of Joining: Subject to Above Conditions</b>

<b>Gross Salary</b>	<b>Per Annum</b>	<b>Per Month</b>
Basic	1,51,920	12,660
HRA	60,768	5,064
Conveyance	12,000	1,000
Medical Reimbursement	7,200	600
Meal Coupons	13,200	1,100
Special Allowance	8,112	676
<b>Fixed Gross Per Annum</b>	<b>2,53,200</b>	<b>21,100</b>
Employer Contribution – PF	19,200	1,600
Group Health Insurance	9,768	814
<b>Total Cost to Company</b>	<b>2,82,168</b>	<b>23,514</b>

- All relevant Tax levies shall be deducted from your gross compensation monthly, if applicable

*G. Benelille*  




bala gupta &lt;balagupta0295@gmail.com&gt;

**Welcome To EPAM - Congratulations !!!**

1 message

Shared EPAM-RDIN Hiring &lt;epam-rdin\_hiring@epam.com&gt;

Thu, Aug 15, 2019 at 2:32 AM



Dear Engineer,

**Congratulations!!!**

With reference to your application and subsequent selection process we had in last few weeks, EPAM is pleased to make an offer of an employment to join the family. We are excited about the engineering skills you bring to our company and look forward to a mutually rewarding and long term association with you.

You are expected to join EPAM in 2020 (July or Sept), exact date of joining will be communicated to you at least 4 weeks prior to your joining date.

**Designation : Junior Software Engineer**

**CTC : 6 Lakhs per annum**

Wishing you all the best and looking forward to meet you at the time of joining.

Feel free to reach out to Ramesh Mudigiri for any further information.

Regards,

Talent Acquisition Team

ENGINEERING IS IN OUR DNA

REGARDS,

RD TEAM

Call: +91 9550080046 Email: epam-rdin\_hiring@epam.com

Hyderabad, India epam.com

**CONFIDENTIALITY CAUTION AND DISCLAIMER**

This message is intended only for the use of the individual(s) or entity(ies) to which it is addressed and contains information that is legally privileged and confidential. If you are not the intended recipient, or the person responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. All unintended recipients are obliged to delete this message and destroy any printed copies.

Employment Offer Letter



Name : Mylapilli Raghv  
Address: 21-44-52, UTown Kotha  
Road, VSKP, 530001.

Date: December 19, 2019

Dear Raghv

Congratulations upon your selection and choosing Eternus Solutions Private Limited as per your career choice. Based on the interaction we had with you, Eternus Solutions Private Limited, is pleased to offer you the Title of Trainee.

Given below are the applicable Terms and Conditions of this employment:

1. Your all-inclusive compensation will be Rs. 3.6L /- per annum.
2. The detailed salary break-up will be shared on submission of documents listed below:
  - Educational/professional qualification certificates (Copies)
  - Proof of Age and Permanent/current Residence address, Emergency contact details
  - Relieving/Experience Letter from last 2 Employers (If applicable)
  - Salary slip/certificate of the last salary drawn (If applicable for last 3 Months)
  - Copy of Passport, PAN card, Aadhaar Card and Driving License
  - 1 (one) scan passport size Photograph
3. Your current posting would be at the **Aundh, Pune** office of the Company.
4. Your employment will be governed by the terms and conditions of the employment agreement, as contained in the Appointment Letter, which will be given to you once you formally join us on or before January 13, 2020.
5. Your offer is subject to you submitting the above documents to the HR Department on or before **December 31, 2019**. This employment offer letter is open and valid up to the date of joining mentioned.

As a token of acceptance kindly acknowledge this offer letter by signing below.

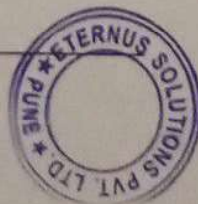
We welcome you to our organization and trust that we could mutually build a meaningful and rewarding career for you in our Company.

For ETERNUS SOLUTIONS PRIVATE LIMITED,

Ashish Kulkarni  
Human Capital Management

Employee Signature

Rgh



Date 20-Dec-19

Eternus Solutions Private Limited

Regd. Office : Office No. 001/002, NSG IT Park, Aundh, Pune - 411 007. INDIA ☎ : +91 902 852 8000

Website : [www.eternussolutions.com](http://www.eternussolutions.com) Email : [finance.dept@eternussolutions.com](mailto:finance.dept@eternussolutions.com)

## Thanks Note and request for Feedback - ANITS

Mahesh Babu <mahesh.babu@extramarks.in>

Mon, Feb 24, 2020 at 1:17 PM

To: Placement Team <anitstnp@gmail.com>

Cc: maheshbabu147369@gmail.com, Shuvam Pallanaik <shuvam.pallanaik@extramarks.in>, Abhilash Vissa <abhilash.vissa@extramarks.in>, zaheer <zaheer@extramarks.com>

Dear Sir,

We are happy to associate with your esteemed organisation. We are proud to announce that we could offer placements to best 7 of people turned up in the process. We will be sending offer letters to the selected candidates before 1st, March. The list of selected candidates is as below.

S.No	Name	Branch
1	Chenna Sreeaneesha Sai Priya	IT
2	Mohan Sai vamsi Vakada	ECE
3	Gangula Kranthi Kiran	Mechanical
4	Kothapalli Pydi Akash	CSE
5	Pavan Devavarapu	ECE
6	Sravani Porupureddy	Chemical
7	K Alekhya	CSE

Please make sure that they will not be allowed to sit for any other placement process as they acknowledged the same in presence of Mr. Dilip Kumar. We expect them to join by March 1st, 2020. But joining date will be finalized along with offer letter. They will be given leave for the time of their final semesters after discussing dates from TPO.

Also attached the feedback form in attachments.

Regards,  
Mahesh Babu,  
BDM, Extramarks

**From:** "Placement Team" <anitstnp@gmail.com>

**To:** maheshbabu147369@gmail.com, "mahesh babu" <mahesh.babu@extramarks.in>

**Sent:** Monday, February 24, 2020 9:03:03 AM

**Subject:** Thanks Note and request for Feedback - ANITS

[Quoted text hidden]



ANITS feedback form.docx

40K




December 23, 2019

Pedada Anusha  
anushapedadaece@gmail.com


Dear Pedada Anusha,

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

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

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

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

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

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



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

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

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

Thank you

Yours sincerely

For Focus 4 – D Career Education Pvt Ltd

*P. S. Vijay Anand*

**Vijay Anand P S**

**Vice President – Human Resources**

*P. Anusha*  
**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**



December 23, 2019

Rallabhandi N K Keerthana  
krishnakeerthana4@gmail.com

Dear Rallabhandi N K Keerthana,

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

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

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

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

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

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

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

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

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

Thank you

Yours sincerely

For Focus 4 – D Career Education Pvt Ltd

*P. S. Vijay Anand*

**Vijay Anand P S**

**Vice President – Human Resources**

**ACCEPTANCE OF OFFER**

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

**Name & Signature of the candidate with date of acceptance**



December 23, 2019

R Bhagyasree

bhagyasree111999@gmail.com

Dear R Bhagyasree,

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

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

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

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

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

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

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

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

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

Thank you  
Yours sincerely  
For Focus 4 – D Career Education Pvt Ltd

*P. S. Vijay Anand*

**Vijay Anand P S**  
Vice President – Human Resources

*R. Bhagya Sree*  
**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



December 23, 2019

G V N S Srinadh  
saisrinadh333@gmail.com

Dear G V N S Srinadh,

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

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

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

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

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

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

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

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

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

Thank you

Yours sincerely

For Focus 4 – D Career Education Pvt Ltd

*P. S. Vijay Anand*

**Vijay Anand P S**

**Vice President – Human Resources**

**ACCEPTANCE OF OFFER**

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

**Name & Signature of the candidate with date of acceptance**



December 23, 2019

Gollapalli Vandana  
vandanagollapalli1998@gmail.com

Dear Gollapalli Vandana,

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

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

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

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

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

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





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

**Notes:** \*Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.  
\*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you  
Yours sincerely  
For Focus 4 – D Career Education Pvt Ltd

*P. S. Vijay Anand*

**Vijay Anand P S**  
**Vice President – Human Resources**

**ACCEPTANCE OF OFFER**

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

**Name & Signature of the candidate with date of acceptance**



December 23, 2019

Joga T N Lokeswara  
lokeshjoga1999@gmail.com

Dear Joga T N Lokeswara,

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

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

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

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

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

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



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

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

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

Thank you

Yours sincerely

For Focus 4 – D Career Education Pvt Ltd

*P. S. Vijay Anand*

**Vijay Anand P S**

**Vice President – Human Resources**

**ACCEPTANCE OF OFFER**

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

**Name & Signature of the candidate with date of acceptance**

---

**Fwd: Final Results- FULL Creative**

---

Head Placements ANITS <dean.placements@anits.edu.in>

Fri, Nov 15, 2019 at 2:53 PM

To: "Dr.R. Sivaranjani" <Hod\_cse@anits.edu.in>, SATHAR G <sathar.cse@anits.edu.in>, ANITS Placements <anitstnp@gmail.com>, Chief Placement Coordinator <placements@anits.edu.in>

Cc: T V Hanumantha Rao <proftvhrao@anits.edu.in>

Dear Madam,

Please inform the selected students and update your records.

Warm Regards

**P.V.Srinivasa Sarma**

Head - Placements

Anil Neerukonda Institute of Technology & Sciences (ANITS)

Sangivalasa, Bheemunipatnam

Visakhapatnam-531 162 AP

---

Mobile : + 91 73307 89891 / 9701082509

Mail ID: dean.placements@anits.edu.in

Direct : +91 8933 225052 Board : +91 8933 225083- 84 Extn: 225

[www.anits.edu.in](http://www.anits.edu.in)

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

From: **Nikitha Murali** <nikitha.murali@anywhere.co>

Date: Fri, Nov 15, 2019 at 2:47 PM

Subject: Final Results- FULL Creative

To: ANITS Placements <dean.placements@anits.edu.in>

Dear Sir,

Please find the list of students who are selected for the internship program in the placement process in a pdf document attached below.


Thank you.

Regards,

Nikitha Muralikrishnan

Human Resources

---

 **ANITS - 2020 - Final Result.pdf**  
47K

( P 70 )

Full Name	Personal Email ID	Phone Number	Name of College	Department	Domain	Type
Basa Ashok Kumar	basaashokkumar@gmail.com	9493560670	Anil Neerukonda Institute of Technology and Sciences	CSE	Java	Internship
Varaprasadh alajangi	varaprasadh.a@gmail.com	8106492369	ANITS	CSE	Web Development	Internship

1079



**List of selected candidates-ANITS-2019-20**

message

Santhosh Gongada <santhosh.gongada@ggktech.com>  
From: Head Placements ANITS <dean.placements@anits.edu.in>

Wed, Sep 4, 2019 at 12:00 F

Hi Srinivas,

Please find the list of selected candidates.

S.No.	Emp Name	Mob Num	Email
1	Sai Mahidhar Vukkem	9492013146, 8919345366	mahidhar.vukkem@gmail.com
2	Madanmohan Tanakala	8790348929	thanakalamadanmohan@gmail.com
3	B.S.S.P Kanthi	9849476492	kanthipadma59@gmail.com
4	Boni V N Aashish	8500522878	bvnaashish.16.eee@anits.edu.in

ECE - 57  
ECE - 203  
ECE - 107  
ECE - 007

Regards,

Santhosh Gongada | Human Resources

GGK Tech | Direct: +91-8106437575 | www.ggktech.com | Delivering Commitments.

GGK Tech is in the 50 fast growing technology companies in India. Deloitte Tech Fast 50 award winner for 3 consecutive years.

GGK Technologies respects your privacy. This email is intended only for the use of the party to which it is addressed and may contain information that is privileged, confidential, or protected by law. If you have received this message in error, or do not want to receive any further emails from us, please notify us immediately by replying to the message and deleting it from your computer.

Congrats  
Only  
11/9/19

STRICTLY PRIVATE AND CONFIDENTIAL

3 September, 2019

Mr. B.S.S. P Kanthi  
#24-37 Srinivas Nagar,  
Simhachalam, Visakhapatnam,  
Andhra Pradesh - 530028

Dear Kanthi,

Congratulations! Subsequent to the discussions we had with you recently, we are pleased to offer you an appointment in our organization. Please find the details below:

**Position:** Trainee Software Engineer

**Date of Joining:** July, 2020

**Compensation:** Gross Compensation During the Training Rs.2,40,000/- (Rupees Two Lakh Forty Thousand only)

Gross Compensation Upon successful completion of the training, Rs.4,50,000/- (Rupees Four Lakh Fifty Thousand only)

**Notice Period:** In case of resignation / termination of services, either party will be required to give a two month notice in writing

**Place of Work:** Your initial 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 organization or any one of its associates or customers, conducts business

If you choose to accept this job offer and comply with the terms and existing policies which are modified from time to time, we request you to confirm your acceptance by signing the offer letter and sending it across to us within 5 days, failing which this offer of employment is liable to be invalid.

**Note:** Please find the details of the terms & conditions of this offer attached, the details of which are strictly confidential and should not be shared with anyone.

We congratulate you on your appointment and wish you a long and successful career with GGK.

Sincerely,



Anju Singh  
Senior Manager – Human Resources

-Copy-

STRICTLY PRIVATE AND CONFIDENTIAL

Mr. B.S.S. P Kanthi  
#24-37 Srinivas Nagar,  
Simhachalam, Visakhapatnam,  
Andhra Pradesh - 530028

Dear Kanthi,

Congratulations! Subsequent to the discussions we had with you recently, we are pleased to offer you an appointment in our organization. Please find the details below:

**Position:** Trainee Software Engineer

**Date of Joining:** July, 2020

**Compensation:** Gross Compensation During the Training Rs.2,40,000/- (Rupees Two Lakh Forty Thousand only)

Gross Compensation Upon successful completion of the training, Rs.4,50,000/- (Rupees Four Lakh Fifty Thousand only)

**Notice Period:** In case of resignation / termination of services, either party will be required to give a two month notice in writing

**Place of Work:** Your initial 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 organization or any one of its associates or customers, conducts business

If you choose to accept this job offer and comply with the terms and existing policies which are modified from time to time, we request you to confirm your acceptance by signing the offer letter and sending it across to us within 5 days, failing which this offer of employment is liable to be invalid.

**Note:** Please find the details of the terms & conditions of this offer attached, the details of which are strictly confidential and should not be shared with anyone.

We congratulate you on your appointment and wish you a long and successful career with GGK.

Sincerely,



Anju Singh  
Senior Manager – Human Resources

Signature: *BSSPKanthi*

Dated: 04/09/19



### Details of Salary

**Name:** B.S.S. P Kanthi  
**Position:** Trainee Software Engineer

#### Compensation Details (INR)

Sl. No.	Particulars	Yearly	Monthly
<b>A</b>	<b>Fixed Compensation</b>		
1	Basic	86,400	7,200
2	HRA	34,560	2,880
4	Professional Development Allowance	8,640	720
5	Special Allowance	44,463	3,705
6	Leave Travel Allowance	7,197	600
7	Telephone & Internet Expenses	12,000	1,000
<b>B</b>	<b>Performance Allowance**</b>	24,000	2,000
<b>C</b>	<b>Standard Benefits</b>		
6	Provident Fund*	21,600	1,800
7	Gratuity	4,156	346
<b>D</b>	<b>Gross Compensation</b>	240,000	20,000

\*PF will be deducted as per the statutory norms.

\*\*The Performance Allowance is paid every month and it is linked to your individual performance.

### Terms and Conditions

#### 1. Working Hours

The organization works 5-6 days a week, 8.5 hours a day. You will be expected to attend office and work during the hours assigned to you by your leaders. You will be required to work 5 days a week and your weekly off may not necessarily be on Saturday and Sunday. Employees with career experience of less than 2 years are expected to work on the 1<sup>st</sup> and 3<sup>rd</sup> Saturdays of every month.

#### 2. Confidentiality

You will be required to execute a confidentiality agreement at the time of joining us regarding your Employment and the business matters of the organization.

#### 3. Authenticity

Please note that this offer is subject to the authenticity of the information and documentation provided by you. In the event the information provided is proved to be false / untrue, the organization reserves the right to immediately terminate your services.

#### 4. Educational Qualification

This offer would stand cancelled if you fail to successfully complete your educational degree and do not meet the percentage criterion as specified during interviews.

#### 5. Permanent Account Number (PAN)

Permanent Account Number (PAN) is mandatory under Income Tax Act for processing salaries. In the absence of PAN, TDS would be deducted as per the applicable slab rate of Income Tax.

#### 6. Statutory Benefits

**Provident Fund:** Provident Fund will be deducted from your salary as per EPF Act. The organization will also contribute a matching amount towards your Provident Fund. The PF related components of the compensation would be governed by the relevant statutory laws as may be applicable from time to time.

**Gratuity:** The Gratuity is paid to the associates as per the Gratuity Act, 1972 and would be governed by the relevant statutory laws and company policy as may be applicable from time to time.

#### 7. Statutory Compliance

Income Tax and Profession Tax or any other payments will be deducted from your salary, applicable as per statutory laws.

#### 8. Health Insurance

You and your dependents will be covered as per the existing Group Insurance Policy facilitated by the organization.

#### 9. Drug Test

You will be required to undergo a drug test with the organization on the day of induction. If tested positive for any of the banned & illegal drugs as per the organization policy, it would result in action leading up to termination.

#### 10. Background Checks

Background checks (Address, Criminal and Education, Employment or any other check as required by the organization from time to time) are conducted for all associates. Additionally, Advanced Background Checks (Address, Criminal and Education & Employment from the time the associate turned 18 till present) may be conducted for associates depending on the organization policy / business need. If the information provided by you is misrepresented, the organization would take appropriate action leading up to termination of employment.

STRICTLY PRIVATE AND CONFIDENTIAL

ggk tech  
Delivering Commitments

### 11. Tax Benefit Components

The available tax benefit options are House Rental Allowance, Professional Development Allowance, Leave Travel Allowance and Telephone & Internet Expenses. Employees can avail these tax benefits upon submission of the relevant documents as needed. The claim and reimbursement process will be as per the Company policy

Leave Travel Allowance and Professional Development Allowance components will be paid to you as a part of your salary every month. However if you would like to opt for it as a tax benefit, the same should be declared in prior in the Income Tax Declaration Form shared by our Finance team. The respective amount will be deducted monthly and will be reimbursed after submission of relevant documents as per the policy. It may be pertinent to note that the Leave Travel & Professional Development Allowance exemption under the Act is restricted to the travel and Certification/Course cost only.

In case the employees have declared the components under tax benefit and failed to submit the documents the same amount will reimbursed or paid back only after the tax cycle and the respective amount is taxable.

Employees can also claim Telephone & Internet Expenses and HRA under tax exemption and the relevant documents have to be submitted as needed. There will not be a monthly deduction on these components.

Please note that this offer is subject to the authenticity of the information and documentation provided by you. In the event the information provided is proved to be false / untrue, the organization reserves the right to immediately terminate your services.

Forwarded message

From: Tpo Gitam <tpogit@gmail.com>  
Date: Mon, Dec 30, 2019 at 12:48 PM

Subject: GITAM Pool Drive Selects-19th Dec, 2019

To: Manigandan <gitamhyd.tpo@gmail.com>, Lokesh\_GITAM <tpo.no@gitam.edu>, Director Placements GITAM <directorplacementsgitam@gmail.com>, Dr Nathi Venu Kumar <tpo.director@gitam.edu>, Placement officer AUCE <placementofficer.auce@gmail.com>, <dean.placements@anils.edu.in>, GMRIT Srinivasa Rao <tnr@gmrit.org>, Dean Training & Placement Lendi <dean.tpo@lendi.org>, <tnr@gmrit.edu.in>, GMRIT CDC Head <Tushar.GMRIT@gmritgroup.in>, TPO Lendi Prakesh <tpo.lendi@gmail.com>, <vignanplacements@yahoo.com>, TPO DIET <tpo@diel.edu.in>, Sridhar Nekkanti <gharinekkanti75@gmail.com>, Vignan Group - VSP <krsn.deantp@gmail.com>

Good afternoon all.

Heartiest congratulations to selects. List of selects is enclosed.

Thank you very much for your support.

Mail from HCL is as follows:

Dear Commander Gurusurthy sir,

Firstly, I would like to thank you for all the efforts you have put in to host HCL. It was a wonderful experience and we really appreciate the support and welcome you extended towards us.

I would take this opportunity to share with you, the list of selected scholars by HCL for our Internship Program who had attended the Pool Drive at your campus on 19<sup>th</sup> Dec. 2019. We will be verifying the mark-sheets again for our screening process and we will let you know if we face any issue. Please do inform the placement cell of other colleges regarding the selection of scholars from those institutions. We will release the offer letters to the scholars shortly.

Looking forward to your support and future relationships with your esteemed institution.

Thank you

Warm regards,

Anil Asst Director

Directorate of Training & Placement

GITAM Deemed to be University

mail : [tpogit@gmail.com](mailto:tpogit@gmail.com)

Tel: 0891-2840212 (O)



X GITAM Pool Drive...

**HCL Technologies Limited**

Corporate Identification Number: L74140DL1991PLC046369  
Technology Hub, Special Economic Zone  
Plot No: 3A, Sector 126, Noida, Uttar Pradesh 201304, India  
Tel: +91 120 6126000, F: +91 120 4683030  
Registered Office: 806, Siddhartha 96, Nehru Place – 110019, New Delhi, India  
www.hcltech.com

**OFFER FOR INTERNSHIP**

December 26, 2019

**K V RATNAVATHI**

**6-156, SWAPNA PRIYA PALACE, PEDHA GUMMALURU**

**S. RAYAVARAM MANDALAM**

**EAST GODAVARI, AP- 531083**

Dear **K V RATNAVATHI**,

**Subject: Internship with HCL Software**

Congratulations! Your application for internship dated **09<sup>th</sup> January 2020** duly recommended by your College/University vide it's letter dated **11<sup>th</sup> December 2019** has been successfully processed. We are impressed with your academic credentials and are pleased to offer you an internship position with HCL SOFTWARE - a division of HCL Technologies Ltd ("HCL" or "Company").

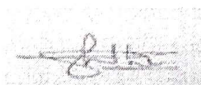
HCL Technologies is one of the fastest growing technology companies in the world. In our pursuit to deliver the best software products to our customers, we created HCL SOFTWARE division. It develops, markets, sells, and supports over 20 product families in the areas of DevSecOps, Automation, Digital Solutions, Data Management, Marketing and Commerce, and Mainframes with a mission to drive customer success through relentless innovation of its products.

During your internship with us, you will be trained on technologies that help in developing and testing of the above mentioned product families. It is a structured and rigorous training programme to provide you experiential learning, real chance to put your skills in practice which makes you become Skilled and enhanced employable. You will also have an opportunity to gain "hands on" live project experience and to interact with global leaders from HCL.

Please report to **HCL Technologies** at the following Address **HCL Technologies Ltd, SDC Tower, S No. 20/3, NH 5 Kesarapalli, Gannavaram, Vijayawada, Andhra Pradesh 521102** on **09<sup>th</sup> January 2020** at **9:00 AM**. This internship shall be governed by the terms and conditions as laid down hereunder in this internship agreement as stated in **ANNEXURE 1**.

Looking forward.

For **HCL Technologies Ltd**,



**Srimathi Shivashankar**

**Corp. VP & Program Director**

**HCL**

HCL Technologies Limited

Corporate Identification Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No: 3A, Sector 126, Noida, Uttar Pradesh 201304, India

Tel: +91 120 6126000, F: +91 120 4683030

Registered Office: 806, Siddhartha 96, Nehru Place – 110019, New Delhi, India

www.hcltech.com

### Internship Agreement - ANNEXURE 1

1. The duration of your internship would be **6 months**. Your internship shall commence on **09<sup>th</sup> January 2020** to an automatic end on **08<sup>th</sup> July 2020**. Please note that this internship is not an offer for employment by the Company and doesn't create any employer and employee relation and neither of us intends any employment relationship to be created either now or at any time in the future, accordingly regulations governing employment with the Company will not apply to you. 2. You shall faithfully undertake and complete this training and further agree and undertakes that on successfully completing the training, you shall serve the Company for a minimum period of **24 months** from the date of successful completion of the training in case HCL offers you such job opportunity. It is clearly understood and agreed upon by the Parties that termination of training for any reason directly attributable to you, shall also be deemed to constitute failure to successfully complete this training or to serve the Company for a period of **30 days** thereafter.

3. You agree and accept that you would be imparted specialized training meant to impart high skills and capabilities. These are specialized skills which you shall acquire as a result of the training and, as such, with the increased competitiveness, the skills imparted to you are to be used by the Company only. It is, therefore, clearly understood and agreed to by you that if you do not fulfil your obligations under this agreement and do not serve the Company for a stipulated minimum period after successfully completing the training or otherwise commits any infringement or violation of this agreement or if the training is terminated for any reason directly attributable to you, the Company shall be fully competent and entitled to enforce this agreement and recover the training cost amounting to **Rs.1.25 lakhs** (Rupees One Lakh Twenty Five Thousand only), which shall be in addition to the damages for committing breach of the agreement. In such an event, you shall immediately pay to the Company the said training cost as well as a sum of amount as liquidated damages, failing which the Company shall be legally competent to recover the said amounts from you or your surety through the process of law, irrespective of any part-period actually served by you after the training.

2. As an intern, your position shall always be that of a 'learner', who is conducting an organizational study, while the Company shall hold the position of a 'teacher' or 'instructor'.

3. During your internship with the Company, you will be paid a stipend of **INR 12,000** per month, subject to deductions as per applicable tax laws.

4. You will be off on all weekends, public holidays as per the published Holiday calendar for **HCL Software**, accessible through **www.myhcl.com**. You may take personal leaves in exigencies and you should keep your mentor and HR Partner informed.

5. During the internship, you would be required to conduct the study during the normal working hours from **9:00 am to 6:30 pm** on Mondays to Fridays. You may also be required to attend trainings in shifts as permitted by law. The shifts and timings are subject to change and will be communicated to you from time to time.

6. The company expects you to undertake, attend and complete your internship with high standards of integrity and to maintain appropriate standards of behavior at all times.

7. Your continuation in internship shall be subject to the satisfactory verification of your credentials, testimonials, etc. and the details given by you in your Application Form/ Declaration. Your internship shall be liable to be terminated summarily if it is found at any time that you have concealed any material information or given any false information/ particulars or convicted of or pleaded guilty of any offence or crime. For the avoidance of doubt, your signature in this Letter constitutes your express authorization to the Company (or the appointed third party) to conduct a background investigation on your credentials, as may be necessary.

**HCL**

**HCL Technologies Limited**

Corporate Identification Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No: 3A, Sector 126, Noida, Uttar Pradesh 201304, India

Tel: +91 120 6126000, F: +91 120 4683030

Registered Office: 806, Siddhartha 96, Nehru Place – 110019, New Delhi, India

[www.hcltech.com](http://www.hcltech.com)

8. You will be required to maintain utmost secrecy and shall not divulge or disclose to anyone in any manner, particulars or details of any information or data that you may come to possess by virtue of your association with the Company, including details of the trade secrets, manufacturing or research process, financial, administrative and /or organization matter or any transaction or affairs of the Company of confidential nature.

9. You are expected to acquaint yourself with the governance related Company policies which are available at the Company's online portal or may be acquired from the HR representatives at the respective premises. If at any time in the opinion of the Company, you are found to be guilty of fraud, dishonesty, disobedience, disorderly behaviour, negligence, indiscipline, or any other conduct considered by to be deterrent to the Company's interest or of violation of one or more terms of this internship letter, the Company reserves the right to terminate your internship without notice. The decision of the Company in this regard shall be final.

10. All inventions, discoveries, improvements, copyrightable material, trademarks ideas and concepts and other intellectual property rights that you may make or conceive, either solely or jointly with others, during the period of your internship, shall be deemed to be the exclusive property of the Company and you hereby waive any and all rights, title or interest, if any, in the same in favour of the Company. Further, it is expected that you to promptly reduce to writing and disclose to the Company all such inventions, discoveries, improvements, copyrightable material, trademarks ideas and concepts and other intellectual property rights, which you may make or conceive during the internship.

11. You will be responsible for safekeeping and return in good condition and order of all Company assets, which may be in your use, custody or charge; failing which the Company shall be entitled to recover the costs of the same from you.

12. You expressly agree and undertake to fully indemnify, compensate and hold the Company harmless from and against any and all claims, demands, damages, injuries, expenses and liability arising directly or indirectly from your acts or omissions. You further agree that you will defend at your own expense and will indemnify and hold the Company harmless from and against any and all damages, demands, expenses, claims, liability, injuries, suits and proceedings asserted or brought against the Company on a claim that any material, software or other writings or articles developed by you for the Company during the course of your internship with the Company constitutes and infringement of any patent, copyright or other third party intellectual property right.

13. Your continuance on this internship with the Company is subject to your remaining physically and mentally fit. You are expected to undergo medical examination as per the directions of the Company, if required unless prohibited under law.

14. The Company is an equal opportunities Company and has a detailed equal opportunities policy, a copy of which is available at our internal portal. You are required to read the policy and take all necessary steps to ensure that it is properly observed. Failure to comply with the terms of the policy may result in disciplinary action and, in serious cases, termination of internship.

15. Data Protection: You shall at all times be under a duty to provide and update the Company with your personal particulars, including but not limited to residential address, residential telephone number, mobile phone number, identity card number, driving license number, income tax reference number, name(s), date(s) of birth and contact details of spouse, next of kin, and children.

16. You consent to the Company monitoring and recording any use that you make of the Company's electronic communications systems for the purpose of ensuring that the Company's rules are being complied with and for legitimate

**HCL**

HCL Technologies Limited

Corporate Identification Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No: 3A, Sector 126, Noida, Uttar Pradesh 201304, India

Tel: +91 120 6126000, F: +91 120 4683030

Registered Office: 806, Siddhartha 96, Nehru Place – 110019, New Delhi, India

[www.hcltech.com](http://www.hcltech.com)

business purposes. You shall comply with any electronic communication systems policies, if any, that the Company may issue from time to time.

17. Right to search

a) The Company reserves the right to search you or any of your property held on the Company's premises, at any time, if the Company believes that you are under the influence of alcohol or restricted drugs or carry a weapon, which could be hazardous to other occupants of the premises or if it believes that you may have committed a criminal offence.

b) The Company may take assistance of the local government agencies or any other authorized agency for conducting the necessary search as stated above.

c) If you refuse to comply with the Company's search procedure, such refusal will be treated as misconduct and will entitle the Company to take disciplinary action.

d) If you use your personal laptop or phone for office purposes, the Company has the right to inspect, take a back-up of the data, and/or submit the laptop and/or phone for forensic analysis on ground of any suspicion or misconduct.

18. Further, during the period of your internship with HCL, you will be required to inter alia comply with the Company's Code of Business Ethics & Conduct, Anti-Bribery & Anti-Corruption, Business Gift and Entertainment policy and Health and Safety policies and failure to do so shall entitle the Company to take appropriate disciplinary action which may lead & include up to termination of your internship with HCL at any time without notice. Copy of such policies is accessible through [www.myhcl.com](http://www.myhcl.com) or you can also contact your HR Partner.

19. You would be required to submit the below stated documents on the date of your reporting for your internship.

a) Qualification certificates

b) Date of birth certificate

c) Photographs – 7 no's

d) Copy of ID Card / Passport.

e) Proof of your education with <name of university>

f) Letter from University / College recommending you for internship for the period.

If all the above terms and conditions of internship are acceptable to you, please confirm your acceptance by signing and returning to us the duplicate of this Internship letter.

No commitments other than what is mentioned in this Internship Agreement will be applicable to you or entertained by us.

---

I accept the above terms & conditions

Student's Name:

Signature:

Date:

**HCL**



HCL Technologies Limited  
Corporate Identification Number: L74140DL1991PLC046369  
Technology Hub, Special Economic Zone  
Plot No: 3A, Sector 126, Noida, Uttar Pradesh 201304, India  
Tel: +91 120 6126000, F: +91 120 4683030  
Registered Office: 806, Siddhartha 96, Nehru Place – 110019, New Delhi, India  
www.hcltech.com

## **OFFER FOR INTERNSHIP**

December 26, 2019

**GUNTU SANDHYA**

**D.NO: 1-150, BETHALA PURAM,**

**MANDASA MANDALAM**

**SRIKAKULAM, AP -532243**

Dear **GUNTU SANDHYA,**

**Subject: Internship with HCL Software**

Congratulations! Your application for internship dated **09<sup>th</sup> January 2020** duly recommended by your College/University vide it's letter dated **11<sup>th</sup> December 2019** has been successfully processed. We are impressed with your academic credentials and are pleased to offer you an internship position with HCL SOFTWARE - a division of HCL Technologies Ltd ("HCL" or "Company").

HCL Technologies is one of the fastest growing technology companies in the world. In our pursuit to deliver the best software products to our customers, we created HCL SOFTWARE division. It develops, markets, sells, and supports over 20 product families in the areas of DevSecOps, Automation, Digital Solutions, Data Management, Marketing and Commerce, and Mainframes with a mission to drive customer success through relentless innovation of its products.

During your internship with us, you will be trained on technologies that help in developing and testing of the above mentioned product families. It is a structured and rigorous training programme to provide you experiential learning, real chance to put your skills in practice which makes you become Skilled and enhanced employable. You will also have an opportunity to gain "hands on" live project experience and to interact with global leaders from HCL.

Please report to **HCL Technologies** at the following Address **HCL Technologies Ltd, SDC Tower, S No. 20/3, NH 5 Kesarapalli, Gannavaram, Vijayawada, Andhra Pradesh 521102** on **09<sup>th</sup> January 2020** at **9:00 AM**. This internship shall be governed by the terms and conditions as laid down hereunder in this internship agreement as stated in **ANNEXURE 1**.

Looking forward.

**For HCL Technologies Ltd,**



**Srimathi Shivashankar**

**Corp. VP & Program Director**

**HCL**

HCL Technologies Limited

Corporate Identification Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No: 3A, Sector 126, Noida, Uttar Pradesh 201304, India

Tel: +91 120 6126000, F: +91 120 4683030

Registered Office: 806, Siddhartha 96, Nehru Place – 110019, New Delhi, India

[www.hcltech.com](http://www.hcltech.com)

### Internship Agreement - ANNEXURE 1

1. The duration of your internship would be **6 months**. Your internship shall commence on **09<sup>th</sup> January 2020** to an automatic end on **08<sup>th</sup> July 2020**. Please note that this internship is not an offer for employment by the Company and doesn't create any employer and employee relation and neither of us intends any employment relationship to be created either now or at any time in the future, accordingly regulations governing employment with the Company will not apply to you. 2. You shall faithfully undertake and complete this training and further agree and undertakes that on successfully completing the training, you shall serve the Company for a minimum period of **24 months** from the date of successful completion of the training in case HCL offers you such job opportunity. It is clearly understood and agreed upon by the Parties that termination of training for any reason directly attributable to you, shall also be deemed to constitute failure to successfully complete this training or to serve the Company for a period of **30days** thereafter.

3. You agree and accept that you would be imparted specialized training meant to impart high skills and capabilities. These are specialized skills which you shall acquire as a result of the training and, as such, with the increased competitiveness, the skills imparted to you are to be used by the Company only. It is, therefore, clearly understood and agreed to by you that if you do not fulfil your obligations under this agreement and do not serve the Company for a stipulated minimum period after successfully completing the training or otherwise commits any infringement or violation of this agreement or if the training is terminated for any reason directly attributable to you, the Company shall be fully competent and entitled to enforce this agreement and recover the training cost amounting to **Rs.1.25 lakhs** (Rupees One Lakh Twenty Five Thousand only), which shall be in addition to the damages for committing breach of the agreement. In such an event, you shall immediately pay to the Company the said training cost as well as a sum of amount as liquidated damages, failing which the Company shall be legally competent to recover the said amounts from you or your surety through the process of law, irrespective of any part-period actually served by you after the training.

2. As an intern, your position shall always be that of a 'learner', who is conducting an organizational study, while the Company shall hold the position of a 'teacher' or 'instructor'.

3. During your internship with the Company, you will be paid a stipend of **INR 12,000** per month, subject to deductions as per applicable tax laws.

4. You will be off on all weekends, public holidays as per the published Holiday calendar for **HCL Software**, accessible through [www.myhcl.com](http://www.myhcl.com). You may take personal leaves in exigencies and you should keep your mentor and HR Partner informed.

5. During the internship, you would be required to conduct the study during the normal working hours from **9:00 am to 6:30 pm** on Mondays to Fridays. You may also be required to attend trainings in shifts as permitted by law. The shifts and timings are subject to change and will be communicated to you from time to time.

6. The company expects you to undertake, attend and complete your internship with high standards of integrity and to maintain appropriate standards of behavior at all times.

7. Your continuation in internship shall be subject to the satisfactory verification of your credentials, testimonials, etc. and the details given by you in your Application Form/ Declaration. Your internship shall be liable to be terminated summarily if it is found at any time that you have concealed any material information or given any false information/ particulars or convicted of or pleaded guilty of any offence or crime. For the avoidance of doubt, your signature in this Letter constitutes your express authorization to the Company (or the appointed third party) to conduct a background investigation on your credentials, as may be necessary.

**HCL**

**HCL Technologies Limited**

Corporate Identification Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No: 3A, Sector 126, Noida, Uttar Pradesh 201304, India

Tel: +91 120 6126000, F: +91 120 4683030

Registered Office: 806, Siddhartha 96, Nehru Place – 110019, New Delhi, India

[www.hcltech.com](http://www.hcltech.com)

8. You ~~will~~ be required to maintain utmost secrecy and shall not divulge or disclose to anyone in any manner, particulars or details of any information or data that you may come to possess by virtue of your association with the Company, including details of the trade secrets, manufacturing or research process, financial, administrative and /or organization matter or any transaction or affairs of the Company of confidential nature.
9. You are expected to acquaint yourself with the governance related Company policies which are available at the Company's online portal or may be acquired from the HR representatives at the respective premises. If at any time in the opinion of the Company, you are found to be guilty of fraud, dishonesty, disobedience, disorderly behaviour, negligence, indiscipline, or any other conduct considered by to be deterrent to the Company's interest or of violation of one or more terms of this internship letter, the Company reserves the right to terminate your internship without notice. The decision of the Company in this regard shall be final.
10. All inventions, discoveries, improvements, copyrightable material, trademarks ideas and concepts and other intellectual property rights that you may make or conceive, either solely or jointly with others, during the period of your internship, shall be deemed to be the exclusive property of the Company and you hereby waive any and all rights, title or interest, if any, in the same in favour of the Company. Further, it is expected that you to promptly reduce to writing and disclose to the Company all such inventions, discoveries, improvements, copyrightable material, trademarks ideas and concepts and other intellectual property rights, which you may make or conceive during the internship.
11. You will be responsible for safekeeping and return in good condition and order of all Company assets, which may be in your use, custody or charge; failing which the Company shall be entitled to recover the costs of the same from you.
12. You expressly agree and undertake to fully indemnify, compensate and hold the Company harmless from and against any and all claims, demands, damages, injuries, expenses and liability arising directly or indirectly from your acts or omissions. You further agree that you will defend at your own expense and will indemnify and hold the Company harmless from and against any and all damages, demands, expenses, claims, liability, injuries, suits and proceedings asserted or brought against the Company on a claim that any material, software or other writings or articles developed by you for the Company during the course of your internship with the Company constitutes and infringement of any patent, copyright or other third party intellectual property right.
13. Your continuance on this internship with the Company is subject to your remaining physically and mentally fit. You are expected to undergo medical examination as per the directions of the Company, if required unless prohibited under law.
14. The Company is an equal opportunities Company and has a detailed equal opportunities policy, a copy of which is available at our internal portal. You are required to read the policy and take all necessary steps to ensure that it is properly observed. Failure to comply with the terms of the policy may result in disciplinary action and, in serious cases, termination of internship.
15. Data Protection: You shall at all times be under a duty to provide and update the Company with your personal particulars, including but not limited to residential address, residential telephone number, mobile phone number, identity card number, driving license number, income tax reference number, name(s), date(s) of birth and contact details of spouse, next of kin, and children.
16. You consent to the Company monitoring and recording any use that you make of the Company's electronic communications systems for the purpose of ensuring that the Company's rules are being complied with and for legitimate

**HCL**

**HCL Technologies Limited**

Corporate Identification Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No: 3A, Sector 126, Noida, Uttar Pradesh 201304, India

Tel: +91 120 6126000, F: +91 120 4683030

Registered Office: 806, Siddhartha 96, Nehru Place – 110019, New Delhi, India

[www.hcltech.com](http://www.hcltech.com)

business purposes. You shall comply with any electronic communication systems policies, if any, that the Company may issue from time to time.

**17. Right to search**

a) The Company reserves the right to search you or any of your property held on the Company's premises, at any time, if the Company believes that you are under the influence of alcohol or restricted drugs or carry a weapon, which could be hazardous to other occupants of the premises or if it believes that you may have committed a criminal offence.

b) The Company may take assistance of the local government agencies or any other authorized agency for conducting the necessary search as stated above.

c) If you refuse to comply with the Company's search procedure, such refusal will be treated as misconduct and will entitle the Company to take disciplinary action.

d) If you use your personal laptop or phone for office purposes, the Company has the right to inspect, take a back-up of the data, and/or submit the laptop and/or phone for forensic analysis on ground of any suspicion or misconduct.

18. Further, during the period of your internship with HCL, you will be required to inter alia comply with the Company's Code of Business Ethics & Conduct, Anti-Bribery & Anti-Corruption, Business Gift and Entertainment policy and Health and Safety policies and failure to do so shall entitle the Company to take appropriate disciplinary action which may lead & include up to termination of your internship with HCL at any time without notice. Copy of such policies is accessible through [www.myhcl.com](http://www.myhcl.com) or you can also contact your HR Partner.

19. You would be required to submit the below stated documents on the date of your reporting for your internship.

a) Qualification certificates

b) Date of birth certificate

c) Photographs – 7 no's

d) Copy of ID Card / Passport.

e) Proof of your education with <name of university>

f) Letter from University / College recommending you for internship for the period.

If all the above terms and conditions of internship are acceptable to you, please confirm your acceptance by signing and returning to us the duplicate of this Internship letter.

No commitments other than what is mentioned in this Internship Agreement will be applicable to you or entertained by us.

---

I accept the above terms & conditions

Student's Name:

Signature:

Date:

**HCL**

HCL Technologies Limited  
Corporate Identification Number: L74140DL1991PLC046369  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 126, Noida, Uttar Pradesh 201304, India  
Tel: +91 120 6126000, F: +91 120 4683030  
Registered Office: 806, Siddhartha 96, Nehru Place – 110019, New Delhi, India  
www.hcltech.com

**OFFER FOR INTERNSHIP**

**December 26, 2019**

**BASA ASHOK KUMAR  
D.NO 3-142, BRAMALA VEEDHI  
CHITYALA  
WEST GODAVARI, AP-534316**

Dear **BASA ASHOK KUMAR,**

**Subject: Internship with HCL Software**

Congratulations! Your application for internship dated **09<sup>th</sup> January 2020** duly recommended by your College/University vide it's letter dated **11<sup>th</sup> December 2019** has been successfully processed. We are impressed with your academic credentials and are pleased to offer you an internship position with HCL SOFTWARE - a division of HCL Technologies Ltd ("HCL" or "Company").

HCL Technologies is one of the fastest growing technology companies in the world. In our pursuit to deliver the best software products to our customers, we created HCL SOFTWARE division. It develops, markets, sells, and supports over 20 product families in the areas of DevSecOps, Automation, Digital Solutions, Data Management, Marketing and Commerce, and Mainframes with a mission to drive customer success through relentless innovation of its products.

During your internship with us, you will be trained on technologies that help in developing and testing of the above mentioned product families. It is a structured and rigorous training programme to provide you experiential learning, real chance to put your skills in practice which makes you become Skilled and enhanced employable. You will also have an opportunity to gain "hands on" live project experience and to interact with global leaders from HCL.

Please report to **HCL Technologies** at the following Address **HCL Technologies Ltd, SDC Tower, S No. 20/3, NH 5 Kesarapalli, Gannavaram, Vijayawada, Andhra Pradesh 521102** on **09<sup>th</sup> January 2020** at **9:00 AM**. This internship shall be governed by the terms and conditions as laid down hereunder in this internship agreement as stated in **ANNEXURE 1**.

Looking forward.

**For HCL Technologies Ltd,**



**Srimathi Shivashankar**

**Corp. VP & Program Director**

**HCL**

**HCL Technologies Limited**

Corporate Identification Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No: 3A, Sector 126, Noida, Uttar Pradesh 201304, India

Tel: +91 120 6126000, F: +91 120 4683030

Registered Office: 806, Siddhartha 96, Nehru Place – 110019, New Delhi, India

[www.hcltech.com](http://www.hcltech.com)

**Internship Agreement - ANNEXURE 1**

1. The duration of your internship would be **6 months**. Your internship shall commence on **09<sup>th</sup> January 2020** to an automatic end on **08<sup>th</sup> July 2020**. Please note that this internship is not an offer for employment by the Company and doesn't create any employer and employee relation and neither of us intends any employment relationship to be created either now or at any time in the future, accordingly regulations governing employment with the Company will not apply to you. 2. You shall faithfully undertake and complete this training and further agree and undertakes that on successfully completing the training, you shall serve the Company for a minimum period of **24 months** from the date of successful completion of the training in case HCL offers you such job opportunity. It is clearly understood and agreed upon by the Parties that termination of training for any reason directly attributable to you, shall also be deemed to constitute failure to successfully complete this training or to serve the Company for a period of **30days** thereafter.

3. You agree and accept that you would be imparted specialized training meant to impart high skills and capabilities. These are specialized skills which you shall acquire as a result of the training and, as such, with the increased competitiveness, the skills imparted to you are to be used by the Company only. It is, therefore, clearly understood and agreed to by you that if you do not fulfil your obligations under this agreement and do not serve the Company for a stipulated minimum period after successfully completing the training or otherwise commits any infringement or violation of this agreement or if the training is terminated for any reason directly attributable to you, the Company shall be fully competent and entitled to enforce this agreement and recover the training cost amounting to **Rs.1.25 lakhs** (Rupees One Lakh Twenty Five Thousand only), which shall be in addition to the damages for committing breach of the agreement. In such an event, you shall immediately pay to the Company the said training cost as well as a sum of amount as liquidated damages, failing which the Company shall be legally competent to recover the said amounts from you or your surety through the process of law, irrespective of any part-period actually served by you after the training.

2. As an intern, your position shall always be that of a 'learner', who is conducting an organizational study, while the Company shall hold the position of a 'teacher' or 'instructor'.

3. During your internship with the Company, you will be paid a stipend of **INR 12,000** per month, subject to deductions as per applicable tax laws.

4. You will be off on all weekends, public holidays as per the published Holiday calendar for **HCL Software**, accessible through **www.myhcl.com**. You may take personal leaves in exigencies and you should keep your mentor and HR Partner informed.

5. During the internship, you would be required to conduct the study during the normal working hours from **9:00 am to 6:30 pm** on Mondays to Fridays. You may also be required to attend trainings in shifts as permitted by law. The shifts and timings are subject to change and will be communicated to you from time to time.

6. The company expects you to undertake, attend and complete your internship with high standards of integrity and to maintain appropriate standards of behavior at all times.

7. Your continuation in internship shall be subject to the satisfactory verification of your credentials, testimonials, etc. and the details given by you in your Application Form/ Declaration. Your internship shall be liable to be terminated summarily if it is found at any time that you have concealed any material information or given any false information/ particulars or convicted of or pleaded guilty of any offence or crime. For the avoidance of doubt, your signature in this Letter constitutes your express authorization to the Company (or the appointed third party) to conduct a background investigation on your credentials, as may be necessary.

**HCL**

**HCL Technologies Limited**

Corporate Identification Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No: 3A, Sector 126, Noida, Uttar Pradesh 201304, India

Tel: +91 120 6126000, F: +91 120 4683030

Registered Office: 806, Siddhartha 96, Nehru Place – 110019, New Delhi, India

[www.hcltech.com](http://www.hcltech.com)

8. You will be required to maintain utmost secrecy and shall not divulge or disclose to anyone in any manner, particulars or details of any information or data that you may come to possess by virtue of your association with the Company, including details of the trade secrets, manufacturing or research process, financial, administrative and /or organization matter or any transaction or affairs of the Company of confidential nature.

9. You are expected to acquaint yourself with the governance related Company policies which are available at the Company's online portal or may be acquired from the HR representatives at the respective premises. If at any time in the opinion of the Company, you are found to be guilty of fraud, dishonesty, disobedience, disorderly behaviour, negligence, indiscipline, or any other conduct considered by to be deterrent to the Company's interest or of violation of one or more terms of this internship letter, the Company reserves the right to terminate your internship without notice. The decision of the Company in this regard shall be final.

10. All inventions, discoveries, improvements, copyrightable material, trademarks ideas and concepts and other intellectual property rights that you may make or conceive, either solely or jointly with others, during the period of your internship, shall be deemed to be the exclusive property of the Company and you hereby waive any and all rights, title or interest, if any, in the same in favour of the Company. Further, it is expected that you to promptly reduce to writing and disclose to the Company all such inventions, discoveries, improvements, copyrightable material, trademarks ideas and concepts and other intellectual property rights, which you may make or conceive during the internship.

11. You will be responsible for safekeeping and return in good condition and order of all Company assets, which may be in your use, custody or charge; failing which the Company shall be entitled to recover the costs of the same from you.

12. You expressly agree and undertake to fully indemnify, compensate and hold the Company harmless from and against any and all claims, demands, damages, injuries, expenses and liability arising directly or indirectly from your acts or omissions. You further agree that you will defend at your own expense and will indemnify and hold the Company harmless from and against any and all damages, demands, expenses, claims, liability, injuries, suits and proceedings asserted or brought against the Company on a claim that any material, software or other writings or articles developed by you for the Company during the course of your internship with the Company constitutes and infringement of any patent, copyright or other third party intellectual property right.

13. Your continuance on this internship with the Company is subject to your remaining physically and mentally fit. You are expected to undergo medical examination as per the directions of the Company, if required unless prohibited under law.

14. The Company is an equal opportunities Company and has a detailed equal opportunities policy, a copy of which is available at our internal portal. You are required to read the policy and take all necessary steps to ensure that it is properly observed. Failure to comply with the terms of the policy may result in disciplinary action and, in serious cases, termination of internship.

15. Data Protection: You shall at all times be under a duty to provide and update the Company with your personal particulars, including but not limited to residential address, residential telephone number, mobile phone number, identity card number, driving license number, income tax reference number, name(s), date(s) of birth and contact details of spouse, next of kin, and children.

16. You consent to the Company monitoring and recording any use that you make of the Company's electronic communications systems for the purpose of ensuring that the Company's rules are being complied with and for legitimate

**HCL**

HCL Technologies Limited  
Corporate Identification Number: L74140DL1991PLC046369  
Technology Hub, Special Economic Zone  
Plot No: 3A, Sector 126, Noida, Uttar Pradesh 201304, India  
Tel: +91 120 6126000, F: +91 120 4683030  
Registered Office: 806, Siddhartha 96, Nehru Place – 110019, New Delhi, India  
[www.hcltech.com](http://www.hcltech.com)

business purposes. You shall comply with any electronic communication systems policies, if any, that the Company may issue from time to time.

17. Right to search

- a) The Company reserves the right to search you or any of your property held on the Company's premises, at any time, if the Company believes that you are under the influence of alcohol or restricted drugs or carry a weapon, which could be hazardous to other occupants of the premises or if it believes that you may have committed a criminal offence.
- b) The Company may take assistance of the local government agencies or any other authorized agency for conducting the necessary search as stated above.
- c) If you refuse to comply with the Company's search procedure, such refusal will be treated as misconduct and will entitle the Company to take disciplinary action.
- d) If you use your personal laptop or phone for office purposes, the Company has the right to inspect, take a back-up of the data, and/or submit the laptop and/or phone for forensic analysis on ground of any suspicion or misconduct.

18. Further, during the period of your internship with HCL, you will be required to inter alia comply with the Company's Code of Business Ethics & Conduct, Anti-Bribery & Anti-Corruption, Business Gift and Entertainment policy and Health and Safety policies and failure to do so shall entitle the Company to take appropriate disciplinary action which may lead & include up to termination of your internship with HCL at any time without notice. Copy of such policies is accessible through [www.myhcl.com](http://www.myhcl.com) or you can also contact your HR Partner.

19. You would be required to submit the below stated documents on the date of your reporting for your internship.

- a) Qualification certificates
- b) Date of birth certificate
- c) Photographs – 7 no's
- d) Copy of ID Card / Passport.
- e) Proof of your education with <name of university>
- f) Letter from University / College recommending you for internship for the period.

If all the above terms and conditions of internship are acceptable to you, please confirm your acceptance by signing and returning to us the duplicate of this Internship letter.

No commitments other than what is mentioned in this Internship Agreement will be applicable to you or entertained by us.

---

I accept the above terms & conditions

Student's Name:

Signature:

Date:

**HCL**



**Hyundai Mobis ANITS - Campus Drive Report**

Head Placements ANITS &lt;dean.placements@anits.edu.in&gt;

Mon, Aug 19, 2019 at 10:10 PM

To: "Dr.R. Sivaranjani" &lt;Hod\_cse@anits.edu.in&gt;, "Dr. Rajya lakshmi Valluri" &lt;Hod\_ece@anits.edu.in&gt;, TV Hanumantha Rao &lt;hod\_mech@anits.edu.in&gt;

Cc: T V Hanumantha Rao &lt;proftvhrao@anits.edu.in&gt;

Bcc: anitsnp@gmail.com

Dear Sir/Madam,

Please find the below-selected candidates in Hyundai Mobis drive, they have to share the acceptance by 21<sup>st</sup> Aug 2019(Wednesday). Post that, company shall share the application form and document checklist to be shared in a separate email to initiate the further offer process.

You may instruct the selected students accordingly.

The Snapshot of the final status of the drive is as given below: -

S NO	First Name	Email Address	Branch
1	Siddharth Pradhan	<a href="mailto:siddharth2959@gmail.com">siddharth2959@gmail.com</a>	ECE
2	Satya devi kuladeep kumar Karedla	<a href="mailto:kskuladeepkumar.16.cse@anits.edu.in">kskuladeepkumar.16.cse@anits.edu.in</a>	CSE
3	Ravada Sai Mani	<a href="mailto:ravada.saimani321@gmail.com">ravada.saimani321@gmail.com</a>	ECE
4	Aditya Adida	<a href="mailto:adityaa.16.cse@anits.edu.in">adityaa.16.cse@anits.edu.in</a>	CSE
5	Srivatsa Tenneti	<a href="mailto:t.srivatsa.16.me@anits.edu.in">t.srivatsa.16.me@anits.edu.in</a>	Mechanical

Request you to collect the individual acceptance letter from all the above students to submit us by tomorrow EOD. So, we are able to forward the same confirmation to the company as they requested.

Warm Regards

**P.V.Srinivasa Sarma**

Head - Corporate Relations

Anil Neerukonda Institute of Technology &amp; Sciences (ANITS)

Sangivalasa, Bheemunipatnam

Visakhapatnam-531 162 AP

Mobile : + 91 73307 89891 / 9701082509

Mail ID: dean.placements@anits.edu.in

Direct : +91 8933 225086 Board : +91 8933 225083- 84 Extn: 275

[www.anits.edu.in](http://www.anits.edu.in)

Fwd: \*Confidential: Campus - IBM Shortlist for Associate System Engineer-Anil Neerukonda Institute of Technology & Sciences (ANITS),Vizag

Head Placements ANITS <dean.placements@anits.edu.in>  
To: T V Hanumantha Rao <profhvrao@anits.edu.in>  
Bcc: anitsnp@gmail.com

Dear Sir

For your information

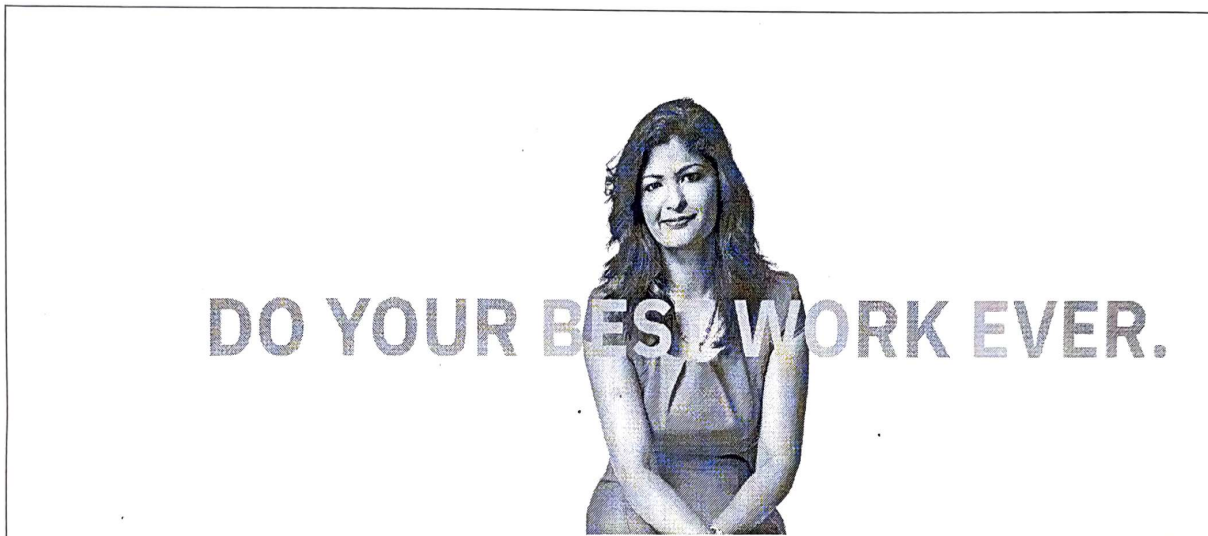
Warm Regards

**P.V.Srinivasa Sarma**

Head - Placements  
Anil Neerukonda Institute of Technology & Sciences (ANITS)  
Sangivalasa, Bheemunipatnam  
Visakhapatnam-531 162 AP

Mobile : + 91 73307 89891 / 9701082609  
Mail ID: dean.placements@anits.edu.in  
Direct : +91 8933 225052 Board : +91 8933 225083- 04 Extn: 225  
[www.anits.edu.in](http://www.anits.edu.in)

----- Forwarded message -----  
From: Adyasha Sahu



Dear Team,

We thank you for the support extended to the IBM Talent Acquisition team to ensure a smooth and seamless hiring process conducted between 4/5/6 Dec'19 and to help make this event a success.

Please find below the list of students from your 2020 batch who have been short-listed for the position of Associate System Engineer at IBM India.

Also as discussed please share the TPO details (Name/Phone Number/Email id) by 14-Dec-19.

Please do reach out to us in case of any clarifications.

Thanks and Regards,

**Adyasha Sahu**  
TAS-EPH Hiring



Follow IBM India Recruitment on social media. Stay Connected!



Disclaimer - This e-mail may contain confidential, proprietary, copyrighted, sensitive personal and/or legally privileged information solely for the intended recipient/s. The contents do not represent the opinion of IBM or any of its affiliates except to the extent that it relates to its official business. If you are not the intended recipient, kindly delete this e-mail and any attachments hereto, and inform the sender by return e-mail of your receipt hereof in error. Any unauthorized access to, review, reproduction, dissemination or other use of the information contained herein is strictly prohibited.

ANITS VIZAG OVERALL SHORTLIST.xls  
51K

Tr  
ler  
with  
th  
e o  
ility

mp:

Candidate Full Name	Gender	MOBILE_NO	Highest Qualification YEAR_OF_PASS	Highest Qualification Branch	College Name	University	Req ID	Ref num
Divya, Bandaru	Female	7989590849	2020	ECE ✓	Anil Neerukonda Institute of Technology and Science	University	263330BR	4458448
Naga Sindhuri, Munjila	Female	9133383016	2020	CSE ✓	Anil Neerukonda Institute of Technology and Science	University	263330BR	4466049
AYINAMPUDI, YAMINI PRAVALLIKA	Female	9110710985	2020	CSE ✓	Anil Neerukonda Institute of Technology and Science	University	263330BR	4462926
Patoju, Hemaja	Female	9160209469	2020	CSE ✓	Anil Neerukonda Institute of Technology and Science	University	263330BR	4466080
Nimushakavi, Sai Harshitha	Female	9912653444	2020	ECE ✓	Anil Neerukonda Institute of Technology and Science	University	263330BR	4471474
PATWASE, SAKSHI	Female	9010388324	2020	IT ✓	Anil Neerukonda Institute of Technology and Science	University	263330BR	4462558
Venkata Satya Sai, Boddapu	Female	7013872091	2020	CSE ✓	Anil Neerukonda Institute of Technology and Science	University	263330BR	4468731
Venkata Sai Iikhita, Bhamidipati	Female	7794923210	2020	IT ✓	Anil Neerukonda Institute of Technology and Science	University	263330BR	4474329
Maddi, Prasanna Madhuri Sai	Female	9381347937	2020	ECE ✓	Anil Neerukonda Institute of Technology and Science	University	263330BR	4457495
Satya Sri, Samayamanthula	Female	8464069845	2020	CSE ✓	Anil Neerukonda Institute of Technology and Science	University	263330BR	4458696
ROHITHA, GUTTIKONDA	Female	8247559869	2020	ECE ✓	Anil Neerukonda Institute of Technology and Science	University	263330BR	4458689

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

From: **Kireet Nuthalapati** <kireet.nuthalapati@infosys.com>  
Date: Sun, Sep 29, 2019 at 6:04 PM  
Subject: Infosys Final List: Congratulations  
To: Head Placements ANITS <dean.placements@anits.edu.in>

Dear Mr. Srinivasa Sarma

Greetings !

Please find attached final list of offers.

Please note that the offers are conditional. We would like to highlight the below.

1. The candidates who are not meeting eligibility criteria on the day of the process, and still have appeared for the process and are offered- Their offers would be cancelled at a later point of time
2. The candidates should be eligible on the day of joining. Ensure cut off CGPA/percentages are met during joining
3. Mark Sheet/other document verification will happen in due course of time

Congratulations and all the best ! Thanks for all your hospitality and support. ☺

Best Regards,  
Kireet N



Roll No.	Name	CGPA	Percentage	Offered
1	...	...	...	...
2	...	...	...	...
3	...	...	...	...
4	...	...	...	...
5	...	...	...	...
6	...	...	...	...
7	...	...	...	...
8	...	...	...	...
9	...	...	...	...
10	...	...	...	...

X ANITS Final List...

Sno	Title	First Name	Middle Name	Last Name	SAP ID
1	Mr.	Golagani	Eswara	Sai Kumar	316126510011
2	Mr.	Sri Varsha	N/A	Kotra	316126510022
3	Mr.	Kurmala	Sai	Sankar	316126510023
4	Ms.	Mavuri	N/A	Sravani	316126510024
5	Mr.	Mahammad	Sajid	Basha	316126510026
6	Ms.	Manjeti	N/A	Sushma	316126510027
7	Mr.	Mylapilli	N/A	Raghu	316126510031
8	Ms.	Gayatri	N/A	Penmetsa	316126510038
9	Ms.	Roseline	N/A	Villuri	316126510047
10	Mr.	Yeddu	Vinod	Kumar	316126510060
11	Ms.	Pujitha	N/A	Grandhi	316126510105
12	Ms.	Rohitha	N/A	Kola	316126510108
13	Mr.	Dantuluri	Vithal	Varma	316126510119
14	Ms.	Bolla	Hema	Raja Sri	316126510130
15	Ms.	Maddula	Venkata	Naga Sowmya	316126510151
16	Mr.	Murukurthi	Ravi	Varma	316126510160
17	Ms.	Nadimpalli	Roshitha	Varma	316126510161
18	Ms.	Jillidimudi	N/A	Sowmya	316126511023
19	Ms.	Pasumarthi	Sai	SriValli	316126511035
20	Ms.	Rayana	N/A	Saranya	316126511041
21	Ms.	Vysyaruju	N/A	Srija	316126511060
22	Ms.	Meghana	Lakshmi	Ande	316126511061
23	Ms.	Bhamidimarri	N/A	Nikhitha	316126511064
24	Ms.	Divya	Sri	Dantuluri	316126511073
25	Ms.	Garapati	N/A	Akanksha	316126511080
26	Mr.	Mallireddy	N/A	Subhapravan	316126511092
27	Ms.	Roopini	N/A	Goli	316126511106
28	Mr.	Syed	N/A	Sharfaraz	316126511112
29	Mr.	Dinesh	Kumar	Arnipalli	316126512003
30	Ms.	Gorty	Sree	Lalitha	316126512020
31	Ms.	Manapuram	Venkata	Sai Nikhila	316126512032
32	Ms.	Sai Mani	N/A	Ravada	316126512048
33	Mr.	Korada	N/A	Raja	316126512054
34	Mr.	Vendra	Sai	Sandeep	316126512055
35	Ms.	Guttikonda	N/A	Rohitha	316126512078
36	Mr.	Kasina	Vizia	Vidya Sagar	316126512082
37	Ms.	Nambari	Gayatri	Samyuktha Yadav	316126512099
38	Ms.	Potnuru	N/A	Sandhya	316126512106
39	Mr.	Etcherla	Kesava	Rao	316126512115
40	Mr.	Allada	Tarun	Kumar	316126512124
41	Ms.	Samyuktha	N/A	Dantuluri	316126512132
42	Mr.	Jonnada	S V	Sai Kiran	316126512140
43	Mr.	Putheti	Vamsi	Krishna	316126512162
44	Ms.	Sravya	N/A	Yelleti	316126512179
45	Mr.	Boddepalli	Bharat	Kumar	316126514006
46	Mr.	Kimidi	Lalith	Sri Sai Sandeep	316126514022
47	Mr.	Kambhampati	Krishna	Rao	316126514027
48	Ms.	Bhamidipati	Kanaka	Lalitha Prathyusha	316126514065
49	Mr.	Doddi	Poorna	Sesha Sai	316126514073
50	Ms.	Arundhathi	N/A	Gedela	316126514076
51	Ms.	Maradana	N/A	Pratyusha	316126514094
52	Ms.	Mattaparthi	Venkata	Tejaswi	316126514097
53	Mr.	Mulagapaka	Lakshman	Kumar	316126514101
54	Mr.	Challa	Ajay	Dileep	316126514128
55	Ms.	Cheepurupalli	N/A	Anusha	316126514132
56	Ms.	Godavarthi	Ranga	Sushma	316126514134
57	Mr.	Ram	Mihir	Prakki	316126514161
58	Ms.	Telluri	Sri	Harshita Reddy	316126514169
59	Ms.	Gorle	N/A	Pujitha	316126514204
60	Ms.	Mudili	N/A	Shivani	316126520040
61	Mr.	Nikhil	Sai	Bokka	316126520042
62	Ms.	Yamini	N/A	Sanapala	316126520049

Sno	Title	First Name	Middle Name	Last Name	SAP ID
63	Mr.	Budidha	N/A	Karunakar	316126520070
64	Mr.	Gelam	Sai	Dinesh	316126520076
65	Ms.	Panchadarla	N/A	Manojana	316126520102
66	Mr.	Sai	Bharath	Pola	316126520161
67	Mr.	Taduthuri	Sourya	Pradeep	316126520169
68	Mr.	Dekkathi	N/A	Srikanth	316126520186
69	Mr.	Itamsetti	Lokesh	Raviteja	316126520189
70	Mr.	Poolla	Venkat	Pavan	316126520203
71	Mr.	Baratam	Ravi	Kumar	316126520269
72	Mr.	G	Sai	Raghavendra Nitish Kumar	316126508010
73	Mr.	Vempatapu	Sai	Praveen	316126508052
74	Ms.	Yellapu	N/A	Lahari	316126508055
75	Mr.	P	Poorna	Chandrasekar	316126502021
76	Mr.	Tanuj	Srikanth	Hanumanthu	316126502028
77	Mr.	Sammidi	N/A	Manikanta	316126502044
78	Ms.	Bodda	N/A	Sri Vidya	316126510005
79	Mr.	Rjohn	N/A	Wesley	316126510045
80	Mr.	Thaneti	Sri	Akhil	316126510055
81	Mr.	Polipalli	Sunil	Kumar	316126510103
82	Mr.	Shaik	N/A	Ameen	316126510114
83	Mr.	Adabala	V R S	Akhilesh	316126510121
84	Mr.	Barla	Sarat	Sasank	316126510125
85	Mr.	K	Anantha	Ramayya	316126510141
86	Ms.	Korla	Meghana	Chowdary	316126510147
87	Ms.	Kurmapu	N/A	Haritha	316126510150
88	Mr.	Marada	N/A	Ravindra	316126510154
89	Ms.	Prakhya	N/A	Dasari	316126510168
90	Mr.	Gokavarapu	Manikya	Midhilesh	316126510195
91	Ms.	Adduri	Srirama	Satya Haneesha	316126511001
92	Mr.	Dwara	Naga	Phaneendra	316126511016
93	Ms.	Pratyusha	N/A	Sirikonda	316126511049
94	Ms.	Tangudu	N/A	Sujala	316126511052
95	Ms.	Tummala	Sai	Abhigna	316126511054
96	Mr.	Gattupalli	Venkata	Hari Hara Deepak	316126511081
97	Ms.	Shreya	N/A	Gokavarapu	316126511084
98	Mr.	Hafeezullah	N/A	Syed	316126511111
99	Mr.	Thanna	N/A	Sujith	316126511118
100	Mr.	Boddu	Tarakeswara	Venkata Madhan	316126512007
101	Ms.	Nethala	N/A	Greeshma	316126512039
102	Ms.	Nidadavolu	N/A	Niharika	316126512040
103	Mr.	Pilaka	N/A	Akhil	316126512045
104	Ms.	Adibhatla	N/A	Pratyusha	316126512061
105	Ms.	Agnihotram	Sai	Bhargavi	316126512063
106	Ms.	Anga	N/A	Lavanya	316126512064
107	Mr.	Dasari	Tarun	Ram Sai	316126512072
108	Ms.	Jalumuru	N/A	Swathi	316126512080
109	Mr.	Kunchala	N/A	Venkatesh	316126512087
110	Mr.	Vinay	Kumar	Sammangi	316126512110
111	Ms.	Vaka	Sree	Preeti	316126512116
112	Mr.	Vakada	Mohan	Sai Vamsi	316126512117
113	Mr.	Abdul	N/A	Irfan	316126512121
114	Mr.	Kandarpa	Sai	Naveen	316126512141
115	Ms.	Kilari	Sri	Gowri	316126512145
116	Mr.	Koduru	N/A	Karthik	316126512146
117	Mr.	Vamsi	Ramakrishna	Netinti	316126512157
118	Ms.	Garikina	Sai	Bhavani	316126512184
119	Ms.	Kuppannagaru S S V S	Likhitha	Patnaik	316126514023
120	Mr.	Rega	Sai	Hemanth	316126514051
121	Mr.	Gyana	Sagar	Balla	316126514079
122	Ms.	Rayavarapu	N/A	Bhagyasri	316126514111
123	Ms.	Akula	J N	Santosh Lakshmi	316126514121
124	Mr.	Mohammed	N/A	Inayath	316126514154

Sno	Title	First Name	Middle Name	Last Name	SAP ID
125	Ms.	Yadam joshna	N/A	Joshna	316126514173
126	Mr.	Puthi	Jaya	Krishna	316126514190
127	Mr.	Srinu	N/A	Boddu	316126514200
128	Mr.	Kadari	Sunil	Raju	316126520024
129	Mr.	Karri	N/A	Lakshman	316126520026
130	Mr.	Mahanti	Durga	Mohan	316126520034
131	Mr.	Tamada	N/A	Ugesh	316126520116
132	Mr.	HARISH	N/A	VAVVALAREDDY	316126520131
133	Mr.	K	Balaram	Krishna	316126520136
134	Mr.	Gottipalli	Srinivas	Karthik	316126520187
135	Mr.	Prem	Kumar	Abhishek	316126520204
136	Mr.	Garlapati	Venkata	Narasimha Sai Srinadh	316126520253
137	Mr.	Kommuri	Jyothi	Swaroop	316126508024
138	Mr.	Kotipalli	Shanmukha	Vinay Srinivas	316126508025
139	Mr.	Vegesna	Karthik	Varma	316126508051
140	Mr.	Gaddai	N/A	Rahul	316126510009
141	Mr.	Gavara	Jaya	Naga Venkata Satish	316126510010
142	Mr.	Gondesi	VamsiKrishna	Reddy	316126510012
143	Mr.	Gunnam	V	Suryanaryana Durga Sai Krishna	316126510014
144	Ms.	Katyayini	N/A	Kuntamukkala	316126510091
145	Mr.	Nakka	N/A	Mohan	316126510099
146	Ms.	Reddi	N/A	Bhargavi	316126510107
147	Ms.	Sabbavarapu	N/A	Mounika	316126510110
148	Mr.	Aditya	N/A	Adida	316126510122
149	Mr.	Sailendra	Venkata Datta Sai	Badam	316126510124
150	Mr.	Dandu	N/A	Saikumar	316126510137
151	Mr.	Darapu	Tarakeswara	Rao	316126510138
152	Ms.	Kambam	N/A	Priyanka	316126510142
153	Mr.	Krishna	Vamsi	Giduthuri	316126510148
154	Ms.	Sri	Mounika	Maddila	316126510175
155	Ms.	Tata	N/A	Manogna	316126510177
156	Mr.	Chadrakanth	Dhanunjai	Chintala	316126511012
157	Mr.	Dumpa	Srinivasa	Chakravarthi	316126511015
158	Ms.	Seelam	Eshita	Kamalavalli	316126511046
159	Mr.	Vankayala	Chiranjeevi	Deepak Kumar	316126511057
160	Ms.	Bontala	N/A	Praneetha	316126511066
161	Mr.	Degala	N/A	Srinadh	316126511074
162	Ms.	Barre	Deva	Harshitha	316126512004
163	Ms.	GANDI	SAI	NIKHITHA	316126512023
164	Ms.	Komati	Jyothi	Sirisha	316126512084
165	Mr.	Athmakuri	Dinesh	Venkata Sai Kumar	316126512125
166	Mr.	Dharma	Praneeth	Bandaru	316126512128
167	Ms.	Gokarakonda	N/A	Monika	316126512134
168	Mr.	Karra	Sai	Kalyan	316126512142
169	Mr.	Kotha	N/A	Satya Venkata Madhav	316126512147
170	Ms.	Nalamati	tejaswini	Tejaswini	316126512156
171	Mr.	Paritala	Asha	Srikar	316126512158
172	Mr.	Uppili	Hima	Kiran	316126512174
173	Mr.	Pattipati	N/A	Tirumala	316126512212
174	Ms.	Ayenampudi	N/A	Sushma	316126514062
175	Mr.	Budi	Jyothi	Ranjan	316126514126
176	Mr.	Gudisa	N/A	Yashwanth	316126514136
177	Ms.	Narni	N/A	Bharathi	316126514177
178	Mr.	Elapanda	Pavan	Sai	316126520014
179	Mr.	Sunkari	Yeshwanth	Sai Srinivas	316126520052
180	Mr.	Mylapalli	Devaki	Nandan	316126520096
181	Mr.	Badireddy	N/A	Hemavardhan	316126520123
182	Mr.	Doddi	N/A	Sarath Kumar	316126520128
183	Mr.	Thimmapathini	Rakesh	Satya Sai	316126520159
184	Mr.	Abdul	N/A	Faheem	316126520178
185	Mr.	Chinta	Sai	Kiran	316126502007
186	Ms.	Vuppuluri	Madhavi	Latha	316126502031

Sno	Title	First Name	Middle Name	Last Name	SAP ID
187	Mr.	Vanam	Uday	Kiran	316126502043
188	Ms.	Nagireddi	Amrutha	Lakshmi	316126510032
189	Mr.	Ronanki	N/A	Chaitanya	316126510046
190	Ms.	Vaishnavi	N/A	Buddharaju	316126510068
191	Mr.	Gadu	Dinesh	Kumar Naidu	316126510076
192	Ms.	Jallepalli	Sai	Sri Ramya	316126510084
193	Ms.	Kanuri	N/A	Pratima	316126510087
194	Ms.	Sreesailam	N/A	Deepika	316126510116
195	Ms.	Pooja	N/A	Bennabhaktula	316126510126
196	Ms.	Deepika	N/A	Betha	316126510127
197	Ms.	Chsai	N/A	Jyoshna	316126510131
198	Mr.	Sampath	N/A	Chodipilli	316126510133
199	Ms.	Mohammad	N/A	Mehar Naaz	316126510158
200	Ms.	Perla	N/A	Anuhya	316126510166
201	Ms.	Sree Meghana	N/A	Ravuru	316126510170
202	Ms.	Varalakshmi Manasa	N/A	Reddi	316126510171
203	Ms.	Baddukonda	Bindu	Madhavi	316126511004
204	Ms.	Sakala	N/A	Rama	316126511044
205	Ms.	Gali	N/A	Vineela	316126511079
206	Ms.	K	N/A	Niharika	316126511087
207	Mr.	Koduri	N	V S S R Krishna Sai	316126511090
208	Mr.	Giduturi	N/A	Yeshwanth	316126512019
209	Mr.	P	Sai	Kausthubh	316126512108
210	Ms.	Manasa	N/A	Mylapalli	316126512151
211	Ms.	Sonia	N/A	Poosarla	316126512161
212	Mr.	Romala	Jayendra	Venkata Yadav	316126512165
213	Mr.	Chintala	Gokul Alok Vardhan	Sanjay	316126514009
214	Mr.	Komatlapalli	Sai	Krishna	316126520028
215	Ms.	Chittella	N/A	Harika	316126520071
216	Mr.	Gangula	Kranthi	Kiran	316126520074
217	Ms.	Yadla	sai	keerthi	316126520119
218	Mr.	Vemireddy	Venkata	Sai Chandrakanth Reddy	316126520175
219	Mr.	Akash Bharadwaj	N/A	Seera	316126520207
220	Mr.	Papana	Tharakeswar	Rao	316126508069
221	Ms.	Jadugurla	Vijaya	Lakshmi	318226510003



**Fwd: SES Interview Results**

Placement Team <anitsnp@gmail.com>  
 To: GVRMurthy ANITS <anitsnp@gmail.com>

Tue, Oct 1, 2019 at 3:07 PM

----- Forwarded message -----  
 From: **Kireet Nuthalapati** <kireet.nuthalapati@infosys.com>  
 Date: Tue, Oct 1, 2019 at 9:30 AM  
 Subject: SES Interview Results  
 To: Head Placements ANITS <dean.placements@anits.edu.in>

Dear Sir,

PFB the results for SES interviews conducted on 29<sup>th</sup> Sep at ANITS, Vizag.

FirstName	LastName	EmailID	Final Status
GURRALA	HARSHA VARDHAN	ghvghv99@gmail.com	SE
Kankipati	Rohith	rohithkankipati4743@gmail.com	SES
Sai Teja	Polisetty	saitejapolisetty99@gmail.com	SES
Kesari lakshmi srinivas	-	srinukesari333@gmail.com	SES
Surya	Teja	surya.teja0210@gmail.com	SES
Surya Karteek	Reddy	suryakarteek1998@gmail.com	SE

Regards,

Kireet N

----- Forwarded message -----  
From: Kireet Nuthalapati <kireet.nuthalapati@infosys.com>  
Date: Fri, Aug 2, 2019 at 8:42 AM  
Subject: Infosys Certification: List of your students shortlisted for InfyTQ upgrade test  
To: Head Placements ANITS <dean.placements@anits.edu.in>  
Cc: Biswa Bhusan01 <Biswa\_Bhusan01@infosys.com>



Dear Prof. Srinivasa Sarma

Thank you for your support in driving nominations for Infosys Certification. The response that we have received from students all over the country is phenomenal.

As you are already aware, students who clear the certification examination with more than 65% score not only become an **Infosys Certified Software Programmer**, but also get shortlisted for the InfyTQ upgrade test. These students are required to undergo a technical assessment process. Students who clear this assessment, will be interviewed for Power Programmer / Systems Engineer Specialist role at Infosys.

**Please find attached the list of Infosys certified students from your institute who have been shortlisted for the InfyTQ upgrade test.**

Few students from your institute who are eligible to be shortlisted for the InfyTQ upgrade test through Infosys Certification have already been shortlisted for the **Pre-Placement Interview** opportunity for Power Programmer role after Round 2 of HackWithInfy, our India-wide hackathon for students. Since a candidate cannot appear twice for the same role, these students will only be eligible to undergo the pre-placement interview process for the Power Programmer role through HackWithInfy 2019. **Please also find attached the list of such students from your college.**

**The technical assessment test for the Power Programmer / Systems Engineer Specialist roles will be conducted online on Wednesday, August 7, 2019.** Each shortlisted student will be sent an email with all the necessary details.

**Please note:** The shortlisted students will also get a mail from HackerRank with assessment details. If your students do not receive the email from HackerRank by August 5, or if they are unable to assess the test link, please inform your regional recruiter immediately with InfyTQ registration details of the student.

Kindly encourage your students to make the most of this opportunity.

We look forward to your continued support.

Best regards,  
Team InfyTQ

Infosys  
Navigate your next

Copyright © 2019 Infosys Limited

First Name	Last Name	Email Id	Specialization Name
Anil Krishna	Avvaru	anilkrisshh1179@gmail.com	C
bala	gupta	balagupta0295@gmail.com	Computer Science
Surya	Teja	surya.teja0210@gmail.com	Computer Science
Sesha Sai	Mankala	seshasaimankala@gmail.com	Computer Science Engineering
Sai Pranav	Nishtala	pranav605@gmail.com	Comp. Science & Engineering
saiesh	durga	saieshdurga37@gmail.com	Computer Science
KIRAN MAHESH REDDY	DUVVI	dkmaheshreddy.16.cse@anits.edu.in	Computer Science Engineering
himakar	paradi	himakarparadi@gmail.com	Computer Science Engineering
Naren	Sai Krishna Kandimalla	narensaikrishnak.16.cse@anits.edu.in	Computer Science
Venkata Raghava Nikhil	Moolaveesala	mvr.nikhil@gmail.com	Computer Science Engineering
meghana	janapareddy	meghanajs99@gmail.com	Computer science & engg
Sravani	Dibbidi	saisravani1112@gmail.com	Computer Science
SRIDHAR	SEEPANA	sridharseepana6@gmail.com	Comp. Science & Engineering
Venkatesh	Matcha	venkateshiit123@gmail.com	Computer science & engg
Manoj Kumar	Gujjala	balu88861@gmail.com	c, c++,java, python
SIGILIPALLI	APUROOP	sapuroop@gmail.com	Computer Science
kesari	LakshmiSrinivas	klsrinivas.16.cse@anits.edu.in	Computer Science Engineering
Sai Tej	Sunkara	sunkara.sai.vizag@gmail.com	Computer Science
kankipati	rohith	rohithkankipati4743@gmail.com	Computer Science Engineering
Veera Venkata Satish	Nakka	venkatsatish511999@gmail.com	Information Technology
Jyothirmayi	Bodasakurti	jyothirmayibodasakurti01@gmail.com	Computer Science
geetha	nalini	geetha19199@gmail.com	Computer Science
upendra	yadav	chandakauppu@gmail.com	Information Technology
Siva Rama Krishna	Gundubilli	sivaramakrishnagundubilli@gmail.com	Information Technology
subhash	kondepoti	kpsubhash.16.cse@anits.edu.in	Computer Science
Mohammad	khaja kutubuddin	mdkkutubuddin.16.cse@anits.edu.in	Computer Science Engineering
Shiv Shankar	Singh	sshankarsingh.16.cse@anits.edu.in	Computer Science and Engineering
Alisha	konduru	kondurualisha@gmail.com	Computer Science Engineering
Saikrishna	Matcha	machasaikrishna155@gmail.com	Computer science & engg



**EMPLOYMENT OFFER**

Hyderabad ,  
2019-12-22.

Ref. No.: JTS-OL-1920-039

To

**Mr.YUVA RAHUL KANAPARTHI ,**  
D.No:-36-45-8/1  
Kancharapalem,  
Visakhapatnam-530008

**Sub. : Employment Offer Letter**

Dear **Mr.YUVA RAHUL,**

This is further to your personal interview held at our office on 2019-12-22. We are pleased to offer you an employment in our Organization as **Engineer Trainee**. Your place of employment will be at our corporate office in Hyderabad.

You will be under probation for a period of three months. Your gross salary per annum will be **Rs.180000/-**. In addition, you may be eligible to get incentive based on the direct revenue generated by you to the company beyond a set limit.

Please note that this employment is being offered to you with a minimum service commitment of **one year** from the date of joining. You are requested to submit your copies of Educational and Experience Certificates within one week from the date of joining at **Jytra Technology Solutions Pvt. Ltd.**

This employment offer is valid till **2020-05-31** and you are required to join on or before this date, the offer stands withdrawn thereafter. You need to work for at least 8 hours per day and 45 hours per week during our regular business hours. You are entitled to get **12 personal leaves** per year which will be credited proportionately at the end of each month. Further you should be willing to work in shifts and at customer locations as per the business requirements. **2 months notice period** is required in case of service resignation after serving the notice period.

You are expected to maintain utmost secrecy in regard to the business affairs of **Jytra Technology Solutions Pvt. Ltd.** and shall keep the information, data and passwords strictly confidential. No data, information, technical documents, drawings etc., shall be transmitted outside the office premises in any format.

We welcome you to the family of **Jytra Technology Solutions Pvt. Ltd.**, and looking forward for a long term and mutually beneficial professional association. If you need additional information, please contact the undersigned.

For **Jytra Technology Solutions Pvt. Ltd.**

Murali Krishna Mutyala  
CEO

*Note: This is ERP generated document and doesn't require any physical signature.*

**Jytra Technology Solutions Pvt. Ltd.**

6-646 Sri Mutyala Sreehari Estate Rangampeta - 533291, East Godavari District Andhra Pradesh, India,



29-Sep-2020

Sai Naveen Vajja  
Viskhapatnam

**Req: Offer of employment**

Dear Sai,

We are pleased to offer you the position of **Associate Software Engineer** at **Legato Health Technologies LLP** and your work location will be **Hyderabad - GAR-T9**. We hope you are as excited about this opportunity as we are to have you on our team.

The annualized salary being offered to you is **INR. 325,000 (Three Lakh Twenty Five Thousand Rupees Only)** less applicable withholding taxes. The detailed compensation structure is given in Annexure - A.

This offer is contingent upon your acceptance within 3 business day and on confirmation that you are legally authorized to work in your position on your start date and at all times thereafter, the successful verification of your background information. Legato reserves the right to withdraw this offer at its sole discretion at any time prior to the Date of Joining with due communication to you.

A one-time joining bonus of **INR 25,000/- (Twenty Five Thousand Rupees Only)** will be paid to you on the first regular pay cycle administratively feasible following your employment with Legato and is subject to all applicable withholdings. In the event you decide to resign from Legato within a year of your start date, you agree to unconditionally reimburse Legato the full amount of the joining bonus on your last working day with Legato or alternatively, Legato will be entitled, in accordance with applicable law, to adjust the joining bonus from the full and final settlement due to you and you expressly agree to the same.

You will be on probation with Legato for a period of nine (9) months from the date of commencement of your employment. Post the probation period you will automatically be deemed to be confirmed, if your performance during the Probation Period is considered satisfactory by Legato. The decision for confirmation or termination post the probation period will be final by the company.

During the Probation Period, you and Legato shall both have the right to unilaterally terminate your employment upon providing two (2) weeks' prior written notice or payment in lieu thereof.

At the time of reporting for duty, produce certified true copies of all your credentials as asked for. Your employment with Legato will commence from your effective date of joining in **01-Oct-2020**. The exact date of onboarding will be communicated to you a month prior to your joining date. You will be also be required to sign an employment agreement and confidentiality agreement with Legato on the Date of Joining. Until the employment agreement is fully executed by you, no relationship (employment, contractual or otherwise) will exist between the parties.

We look forward to you joining the Legato team!

Sincerely,

**Mosur K Saisekar**  
Country Head  
Legato Health Technologies LLP

**Sai Naveen Vajja**  
Date:

Legato Health Technologies LLP | [www.legatohealth.com](http://www.legatohealth.com)

Head Office: Manyata Embassy Business Park, Floors 6-10, Block Banyan (L1), Outer Ring Road, Nagavara, Bengaluru, Karnataka - 560045  
Ph: 080-6152-0000 | GSTIN: 29AAHFL3010G2ZL

Branch Office: Floors 8 and 9 of T1 and T2, Laxmi Infobahn,  
Kokapet Village, Gandipet Mandal, Ranga Reddy Dist.,  
Telangana - 500075 | Ph: 040-6817-0000 | GSTIN: 36AAHFL3010G1ZR

Branch Office: RGA Tech Park, Floor 8 -11, Block-4,  
Chikkakannalli Village, Sarjapur Main Road, Bangalore,  
Karnataka- 560035 | GSTIN: 29AAHFL3010G2ZL

LLPIN: AAL-0928 | PAN: AAHFL3010G

**Annexure – A**

<b>Associate Name: Sai Naveen Vajja</b>		
<b>Designation: Associate Software Engineer</b>		
<b>Component</b>	<b>Per Annum (INR)</b>	<b>Per Month (INR)</b>
Basic Salary	186,000	15,500
HRA	74,400	6,200
Special Allowance	42,280	3,523
<b>Gross Salary</b>	<b>302,680</b>	<b>25,223</b>
Employer's contribution to PF	22,320	1,860
Total Fixed Pay	325,000	27,083
<b>Cost to Company (CTC)</b>	<b>325,000</b>	<b>27,083</b>

**Note:**

- Employee's contribution to Provident Fund, Professional Tax and Income Tax will be deducted as applicable.
- As per Payment of Gratuity Act, 1972, you will be eligible for gratuity payment that will be over and above your CTC.
- Shift Allowance payable based on the shift timing (except general shift).
- Transport deduction is applicable only for associates working in general shifts.
- Medical Insurance cover for Associate including five dependents for a principal amount of INR 3,00,000/-
- Coverage amount for Personal accident and Term Life Insurance would be 5 times of CTC each
- Notice period will be 3 months
- Employee State Insurance (ESI) deduction applicable as per ESI Act 1948.

Sincerely,

**Mosur K Saisekar**  
Country Head  
Legato Health Technologies LLP

**Sai Naveen Vajja**  
Date:

Legato Health Technologies LLP | [www.legatohealth.com](http://www.legatohealth.com)

Head Office: Manyata Embassy Business Park, Floors 6-10, Block Banyan (L1), Outer Ring Road, Nagavara, Bengaluru, Karnataka - 560045  
Ph: 080-6152-0000 | GSTIN: 29AAHFL3010G2ZL

Branch Office: Floors 8 and 9 of T1 and T2, Laxmi Infobahn,  
Kokapet Village, Gandipet Mandal, Ranga Reddy Dist.,  
Telangana - 500075 | Ph: 040-6817-0000 | GSTIN: 36AAHFL3010G1ZR

Branch Office: RGA Tech Park, Floor 8 -11, Block-4,  
Chikkakannalli Village, Sarjapur Main Road, Bangalore,  
Karnataka - 560035 | GSTIN: 29AAHFL3010G2ZL

LLPIN: AAL-0928 | PAN: AAHFL3010G

## Offer of Appointment

**Date: 03/03/2020**

**Dear Miss. Ramanika Danguubiyam,**

Congratulations!

Warm Welcome to Lincoln Tech Pvt. Ltd.!!

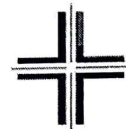
As discussed, we are glad to offer you the appointment as a **Software Intern** in our organization, subject to the following terms and conditions.

1. Your date of appointment will be effective from the **05<sup>th</sup> of March 2020** failing which this letter automatically stands cancelled. The joining date may prepone or postpone depending on the company's timeline. 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 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)*. 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 1.2 LPA** (*Indian Rupees ONE LAC TWENTY THOUSAND RUPEES only*) per annum.
2. Income tax and other statutory deduction are borne by you.
3. Your salary will be reviewed periodically as per company policy.
4. The changes in your compensation are discretionary and will be subject to your satisfactory performance.
5. Upon requirement, you may need to travel to the Client location. In such a case, the company will bear the visa, free accommodation, and local travel expenses.

**Salary:** Your salary will be paid monthly through bank transfer on the last day of the month, for which you might be required to open a Bank A/c with any of the Companies specified Bank/s. Disbursement of Salary is subject to your regular attendance, submission and updating of Permanent Account Number (PAN) details in the company's records.



## 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 the final salary due to your termination of employment will be made in respect of leave taken in excess of entitlement.

Annual leave approval is based on the Companies discretion upon the convenience of the Company or its Client with sufficient notice of intention to be submitted one (1) week before for approval process. All leaves are subject for approval by your immediate Supervisor /Manager.

Medical leave should be supported by a Medical Certificate from any empanel clinic/hospital on where you are insured by the Company in India.

## PERFORMANCE REVIEWS

Employee performance will be evaluated and reviewed every 3 months. If the employee performance is not satisfactory, then Lincoln Tech Pvt. Ltd. will have the right to terminate their employment at any time with 1-month notice.

A performance appraisal exercise and salary review will be carried out yearly on a common Annual date that is decided by the Company.

## GENERAL CONDUCT

During your employment, you will naturally wish your conduct to be such as not to discredit you or the Company and you will be expected to perform the duties assigned to you in a loyal efficient, trustworthy and honest fashion. You will also be expected to conduct your private affairs in a manner benefitting your status within the company.

## REPORTING

At present, your immediate reporting authority is the Technical Lead of Lincoln Tech Pvt. Ltd. You may be required to report to another person when the Company represents if any.

## BUSINESS REVIEWS & MEETINGS

- a) You are expected to participate in weekly reviews, with all available full information and discuss the progress and action plan for the nextweek.
- b) Daily, Weekly and Monthly reports should be submitted in the prescribed formats.

## JOB SCOPE

You shall carry out your job responsibilities with due diligence and to the best of your skills and knowledge. In your assignment, you are responsible for the duty of a **Software Intern** which will be arranged by your immediate superior, from time to time, in order to achieve the best performance possible.





## **DUTIES & RESPONSIBILITIES**

1. You shall perform the duties assigned to you in a loyal efficient, trustworthy and honest conduct. You are also expected to conduct your personal matters in a manner benefiting your status within the company.
2. You shall effectively perform to ensure the results and you will be expected to work extra hours to achieve this whenever the job so requires.
3. You should undertake any activities/seminars that are being organized by the company/client and work as a team with your best endeavor performance.
4. You shall not engage yourself directly or indirectly in any other profitable business connected with the dealings or activities of the company in anyway.
5. You shall not engage yourself in any other employment/business (either full-time or part-time), directly or indirectly as long as you are employed with Lincoln Tech Pvt. Ltd.
6. During the course of your employment with the Company, you will have access to confidential/ proprietary information of the organization, its clients, its business transactions, and associated companies. Therefore, you shall not disclose such confidential/proprietary information to any third party and /or to any unauthorized person during the course of your employment and for a duration of one (1) year after you have ceased in the employment of this organization.
7. All notes and memoranda pertaining to the Company trade secrets and confidential/ proprietary information made or acquired by you during the course of your employment shall at all times remain the property of the Company. You are required to deal with the company's money and documents with utmost honesty and professional ethics. Upon termination of your employment, you shall return all notes/memoranda and any copies thereof to the organization that you obtained during the course of your employment.
8. You shall strictly maintain the secrecy of and not to divulge, communicate in any manner, any information regarding your remuneration/terms of employment to any other employee of the company expect your immediate superior. Any such disclosure is a serious case of indiscipline and would render you liable for termination with immediate effect, notwithstanding other terms and conditions mentioned in your appointment letter.
9. If you are found guilty at any point of time of moral turpitude or of dishonesty in dealing with the company's money or material or documents or of theft of misappropriation regardless of the value involved, your services would be terminated with immediate effect, notwithstanding other terms and conditions mentioned in your offer letter.

You shall assign the Company absolutely all vested, contingent or future or copyright and all rights in the work that you have performed during the period of your employment. Any invention/discovery of new/advanced methods of improving processes/systems in relation to the operations in the company or its affiliates or clients, then such developments/ discoveries/ inventions shall remain the sole right/property of the company.

## **TERMINATION**

Upon confirmation, either party has the right to terminate the employment agreement by giving written notice as described.

- a) The Employer can terminate the employment agreement by giving one (1) month notice in writing.
- b) The Employee can terminate employment agreement by giving three (3) months' notice in writing.



It is your responsibility to work to the satisfaction of the Company. If the Company is dissatisfied with your working performance, discipline or any other unprofessional circumstances arise, your employment can be terminated with immediate effect. The Company may not provide any compensation to you in the event where the termination is justified as per the above-mentioned grounds.

**VERIFICATION**

The Company shall verify the facts stated by you in your resume submitted during the interview process. If any of the facts stated therein are found to be false, your services will be terminated immediately without any notice or any compensation in lieu of the notice period.

**NON-COMPETITION & NON-SOLICITATION**

For a period of one (1) year following the employment termination for whatsoever reasons, you shall not directly or indirectly solicit business from the Company's Clients and/or its end-users.

**INTELLECTUAL PROPERTY**

You shall assign the Company absolutely all vested, contingent or future or copyright and all rights in the work that you have performed during the period of your employment.

**CONFIDENTIALITY**

You will not either during the continuance of this employment or after termination, disclose or divulge any secrets, transactions or information in respect of the Company's business which may come within your knowledge or possession during the course of your employment, without the consent of the Company. 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. Please ensure that you maintain all confidential information (defined by the confidential policy of the company from time to time) as secret and confidential.

You shall not use/reveal/disclose any such confidential information except as may be required under the obligation of law or as may be required by the company and in the course of your employment. This covenant shall continue throughout your employment and for a period of one (1) year from the cessation of your employment with the company (irrespective of the circumstances of, or the reasons for, the cessation).

*This clause will survive the termination of this Agreement.*

**COMMERCIAL PURSUITS**

You shall not at any time during your service with the Company, either directly or indirectly, engage in any trade, private practice, commercial undertaking or other occupation, gainfully, or otherwise, without the prior written consent of the Chief Executive Officer or General Manager of the Company.

**CONFLICT OF INTEREST**

For a period of one (1) year from the cessation of your employment with the company (irrespective of the circumstances of, or the reasons for, the cessation),

- a) You are restrained from working with the client/s with whom Lincoln Tech Pvt. Ltd has been in a business relationship unless otherwise there is written consent from Lincoln Tech Pvt.Ltd



b) You shall not solicit/encourage any of the following:

- 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.
- 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.
- Any existing employee to become associated with, or perform services of any type for any third party.

#### **INDEMNITY/ FORCE MAJEURE**

Company shall not be held responsible for any claims, cost, damages, loss or liabilities arising from the performance of your duties for the Company and/or its clients or arising from a negligent or unlawful act or omission by you.

#### **ENTIRE AGREEMENT**

This agreement contains the entire agreement between the parties, superseding in all respects any and all prior oral or written agreements or understandings pertaining to the employment of the Employee by the Employer and shall be amended or modified only by a written instrument signed by both of the parties hereto.

If at any point of time, during your contract, you are involved/found guilty of any sort of dishonesty/ negligence/ indiscipline or any other conduct considered by the Company as detrimental to the interests of the company, or of violation of one or more terms of this letter, then your services are liable to be terminated without notice. The decision of the Company Management will be final in this matter.

This agreement shall be construed and interpreted according to the laws of India. The above-mentioned terms and conditions of employment are subject to change depending on changes to legislation and the Company Policies. You are governed by the company's policies and rules regarding leaves, provided benefits, misconduct, indiscipline and/or other matters. You will keep us informed of any change in your residential address, civil or marital status and other such matters.

The parties here to agree that in the event any article or part thereof this agreement is held to be unenforceable or invalid the said articles or part shall be struck and all remaining provision shall remain in full force and effect.

We at Lincoln Tech Pvt. Ltd. Believe in YOU and on YOUR capabilities to add value to our company. We are sure that not only you will contribute in your field of expertise but also help build this organization into a Global Player.

Please sign the duplicate copy of the letter of appointment and return the same within 3 days from the received date of the offer stands withdrawn thereafter unless the date is extended and communicated to you in writing.

We look forward to working with you and will do all we can to ensure that our association is smooth and that our relationship is mutually beneficial.

Sincerely,  
Lincoln Tech Pvt. Ltd.



Gayatri Swetha Sagarapu  
HR - Team





**Lincoln Tech Pvt. Ltd.**

Plot no 18-20, Nunet building, Hill no:2  
IT/ITSEZ road, Pedda Rushikonda,  
Rushikonda, Visakhapatnam, Andhra  
Pradesh 530045  
✉ [hr@lincolner.com](mailto:hr@lincolner.com)

**DECLARATION**

I have read, clearly understood and hereby confirm my acceptance for all the above terms and conditions of employment.

I shall do my best to promote the company's interest in line with the best international business practices, ethics, honesty, and integrity.

I also give my commitment that I will do everything to complete the projects/activities within the scheduled time frame. I further undertake that I will be constantly upgrading my skills and knowledge required to complete such projects/activities assigned to me.

*I shall be reporting for work on the 05<sup>th</sup> of March 2020.*

I hereby accept employment on the terms set forth in this letter & agreed to work for One year effective from 05<sup>th</sup> Mar 2020 to 06<sup>th</sup> Apr 2021.

**Name: Miss. Ramanika**

**Dangudubiyam**

**Signature:**

**Date:**





**RE: MAQ Software: Hiring Software Interns**

**Jagruti Wajge | MAQ Software** <jagrutiw@maqsoftware.com> Tue, Aug 27, 2019 at 1:50 PM  
To: Nagaveer CCC <nagaveer@campuscorporateconnect.com>, Head Placements ANITS <dean.placements@anits.edu.in>  
Cc: Pankaj Choudhary | MAQ Software <pankajc@maqsoftware.com>, India HR <indiahr@maqsoftware.com>

Hello Team,

Thank you for your co-ordination throughout the drive process.

We have 2 selects for the role of Software Intern (1 year Internship).

Student name	Email id
ARASAVILLI MOHAN	amohan.16.cse@anits.edu.in
MANKALA SESA SAI	mseshasai.16.cse@anits.edu.in

CTC- Rs. 36,000/ month

Date of Joining: September 03, 2019

Location: Hyderabad

We have asked students to share scanned copy of their Aadhar card and PAN card by Today 6 PM.

Best regards,

Jagruti Wajge

**MAQ Software**

Direct [+91 986 722 2512](tel:+919867222512) | Microsoft Teams [jagrutiw@maqsoftware.com](mailto:jagrutiw@maqsoftware.com) | Office [+1 425 526 5399 x 407](tel:+14255265399)

Redmond • Hyderabad • Mumbai

Microsoft Gold Certified Partner • Microsoft Preferred Supplier • AWS Consulting Partner

---

**From:** Jagruti Wajge | MAQ Software  
**Sent:** Monday, August 26, 2019 2:52 AM  
[Quoted text hidden]

[Quoted text hidden]



## OFFER LETTER

<b>NAME: SAI DINESH GELAM</b>			
<b>POST: ENGINEER (TRAINEE)</b>		<b>Emoluments in Rupees</b>	
<b>S.NO</b>	<b>SALARY HEAD</b>	<b>PER MONTH</b>	<b>PER ANNUM</b>
I	Stipend	22,000.00	
II	<b>Gross Salary</b>	<b>22,000.00</b>	<b>2,64,000.00</b>
1	*LTC		8,161.50
2	Mediclaime		25,857.00
3	**Medical Reimbursement		7,835.00
4	***SSS/EDLI		1,900.00
5	PF 12% COMPANY CONTRIBUTION		21,600.00
6	****Group Gratuity		9,417.00
	<b>COST TO COMPANY PER ANNUM</b>		<b>3,38,771.00</b>
	<b>COST TO COMPANY PER MONTH</b>	<b>28,231.00</b>	

**NOTE :**

- \* From the date of confirmation you are eligible to get Leave Travel Concession.
- \*\* After completion of training period you are eligible to get Medical Reimbursement.
- \*\*\* Sampurna Suraksha Scheme (SSS) - You will covered with sum assured amount of Rs. 10,00,000 by the company from the day you joined in the company, if any Un foreseen eventuality happens will be paid to the nominee of you.
- \*\*\*\* After completion of 5 years of service you will get eligibility for Group Gratuity

for MEDHA SERVO DRIVES PVT. LTD.,

**VIRESH KUMAR**  
**DY. GENERAL MANAGER – HR**

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

From: Vinay Ramesh <Vinay.Ramesh@mindtree.com>  
Date: Mon, Oct 14, 2019 at 3:56 PM  
Subject: RE: Mindtree Campus Recruitment - 2020 Batch  
To: dean.placements@anits.edu.in <dean.placements@anits.edu.in>  
Cc: Veerappaji Shivanna <Veerappaji.Shivanna@mindtree.com>

Dear Srinivasa,

Please find below the final select from your institute. We congratulate him and we will engage him in near future.

Applicant ID	Title	First Name	Last Name	Gender	Date Of Birth	Mobile No.	Email ID	Institute
12071597312672	Mr	Gudala	Prasad	Male	09.12.1999	9701014745	gvsaiprasad.16.cse@anits.edu.in	Anil Neerukonda Institute C

Regards  
Vinay

**Fwd: Congratulations || Morling Global || 2020 Batch || Offered Candidates**

Placement Team <anlstnp@gmail.com>  
 To: GVRMurthy ANITS <anlstnp@gmail.com>

Mon, S

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

From: Akhil Perali <akhil.perali@cocubes.com>  
 Date: Sun, Sep 20, 2020 at 12:49 AM  
 Subject: Congratulations || Morling Global || 2020 Batch || Offered Candidates  
 To: placements@anits.edu.in <placements@anits.edu.in>, dean.placements@anits.edu.in <dean.placements@anits.edu.in>  
 Cc: Vinay Singh <vinay.singh@cocubes.com>, B.Giridhar Mohan <giridhar.mohan@cocubes.com>, principal@anits.edu.in <principal@anits.edu.in>

Dear Sir

Greetings from Aon CoCubes!!!

Congratulations!! We are delighted to inform you that below candidates have been offered for the 'Data Centre Operator' role in 'Morling Global'. The student was shortlisted based on the interview process for the shortlisted student was conducted virtually.

CoCubes ID	Name	College	Branch	Company
2873537	Gondhesi Vasanthi	Anil Neerukonda Institute Of Technology And Sciences, Visakhapatnam	Electronics and Communications Engineering	Morling G
2874104	Revuri Sudha Krishna Pranav	Anil Neerukonda Institute Of Technology And Sciences, Visakhapatnam	Electrical and Electronics Engineering	Morling G
2874152	Bondada Ramya	Anil Neerukonda Institute Of Technology And Sciences, Visakhapatnam	Information Technology	Morling G

Designation: Data Centre Operator

CTC Offered: Unpaid Induction Training for initial 45 days

- 2.2 LPA take home for the first 6 months
- Post that CTC -2.7 LPA
- Bond: 6 Months(Monetary Bond)

Joining Period: Immediate (WFH)

Thank you for your support during the entire process, looking forward in adding value to your esteemed institute.

Regards,

Akhil





**Mu Sigma**

**March 2, 2020**

To,

**Divya Sri Dantuluri**  
**ANITS, Vizag**

Dear **Divya**,

Congratulations! Mu Sigma Business Solutions is pleased to offer you the role of a **Trainee Decision Scientist**. Your initial place of work will be at our office premises in Bangalore. **Your date of joining is June 01, 2020.**

With Mu Sigma, you will be part of a special category of people who are not only building a path-breaking company, but also laying the foundation for a new industry. Notwithstanding Mu Sigma's early success, our road to greatness is long, challenging and less travelled. You have a rare opportunity to be part of a team that is not only defining the space of decision sciences, but also challenging widely-held business practices and beliefs along the way.

We pride ourselves on providing an environment where everyone, regardless of role or experience, is challenged to learn. The ability to learn and adapt quickly will not only benefit the company, but also help you succeed in a world that is changing rapidly. As a Trainee Decision Scientist, you will participate in the Mu Sigma Decision Scientist Certification Program which is offered by Mu Sigma University, our training arm. This certification program is one of a kind and aims to help you become a well-rounded Decision Scientist through a combination of training and on-the-job experience. This program provides you opportunities to obtain three levels of certifications by developing a multi-disciplinary skill set encompassing Math, Business, Technology, and Behavioral Science. More details of this mandatory program can be found in **Annexure 1**.

An estimate of your total compensation is provided in the Cost to Company form in **Annexure 2**. Your annual compensation will include base salary, variable performance bonus, provident fund contributions and other components listed in **Annexure 2**. You will also be paid a Salary Advance of INR 5 lakhs, upon successful completion of your training program and being certified by the Mu Sigma University (MSU). The variable performance bonus will be determined based on your performance as well as the company's performance. Please note that your compensation at any time will be governed by the prevailing company policies and will be subject to deductions in accordance with applicable laws and regulations.

As a Mu Sigma employee, you will also be eligible for a bouquet of benefits as listed below:

1. **Leave benefits:** A flexible paid time-off plan which includes earned leave, casual/sick leave. This plan and leave accrual will be in accordance with the prevailing company policy.
2. **Medical insurance benefits for its employees and their families:** The company's medical insurance plan covers you and up to three of your dependents for hospitalization expenses up to INR 3,00,000.

---

## **Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: [info@mu-sigma.com](mailto:info@mu-sigma.com) | Website: [www.mu-sigma.com](http://www.mu-sigma.com)

CIN: U74140KA2005PTC036309



**Mu Sigma**

3. **Critical Illness benefit cover:** This will be in the form of a one-time payment of sum insured as per the company policy. This payment will be made only on the first instance of critical illness in the life time of the employee. This is applicable only for the employee.
4. **Kwench:** This is a free online library service that Mu Sigma provides its employees. You can access the library at a click and enjoy the goodness of great books & good authors. Kwench is that platform which enables you to borrow books online and the ordered book is delivered to office.

Note: These benefits are subject to change at the discretion of the management.

**Background & Drug checks:**

The Company shall be entitled, at its discretion, to conduct reference and / or background checks and/or Drug checks as per Company policy. In the event the results of such checks are unsatisfactory on any account, the Company may, in its sole discretion, revoke this offer / or terminate employment at any time.

As part of the joining process it is important that you provide us with the documents listed in **Annexure 3**.

**Termination of Employment:**

This offer stands withdrawn with due communication and employment will be terminated without notice if the offered candidate or employee has not completed the entire academic course i.e. has been unable to clear / pass every subject of the course successfully, to be eligible for the award of a valid degree.

Termination of employment and consequences of termination shall be governed by the applicable clauses as contained in the employment agreement that you will be required to sign on the Date of Joining.

**General:**

This letter shall be construed to be a mere invitation to offer ("Offer Letter") and the acceptance of this Offer Letter is not to be considered to be a binding contract guaranteeing employment for any specific duration. The Company reserves the right to vary or alter the terms and conditions of this Offer Letter and the right to revoke this Offer Letter without cause and without notice period of such revocation up to any time prior to the Date of Joining. This Offer Letter is subject to a successful completion of the hiring process, which includes execution of the standard non-disclosure and inventions assignment agreements and execution of the appointment letter/contract of employment between you and the Company and any other documents as requested by Company as and when required.

You are bound to abide and adhere to the policies, rules and regulations enforced by the company from time to time including those related to conduct, discipline, benefits, salary review, retirement and any other matters as though these rules, regulations and orders were a part of the agreement. Such policies rules and regulations may be subjected to alteration and amendment at the discretion of the management.

---

## **Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: [info@mu-sigma.com](mailto:info@mu-sigma.com) | Website: [www.mu-sigma.com](http://www.mu-sigma.com)

CIN: U74140KA2005PTC036309



Mu Sigma

**Governing law:**

This Contract shall be governed, interpreted and enforced by and in accordance with the laws of India.

**Acceptance of our offer:**

This offer letter supersedes any prior offer letters or employment agreements you might have received from Mu Sigma. Please acknowledge your acceptance by signing below. We look forward to welcoming you to Mu Sigma and wish you all the best for a long and exciting career here.

Sincerely,

---

**Deepa S Mahesh**  
**Global Head Strategic Hiring**  
On behalf of Mu Sigma Business Solutions Pvt. Ltd.

**Declaration**

I have carefully read and understood the terms of this agreement /offer letter including all the annexures and accept the same unconditionally. I agree to be bound by rules and regulations of the company as may be amended from time to time.

**Agreed to and accepted:**

---

Candidate name

---

Signature

---

Date

---

**Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066  
Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: info@mu-sigma.com | Website: www.mu-sigma.com  
CIN: U74140KA2005PTC036309



Mu Sigma

**Annexure 1**

**Mu Sigma Decision Scientist Certification Program**

As a Mu Sigma employee, you are eligible and required to participate in the Mu Sigma Decision Scientist Certification Program, which is offered through Mu Sigma University (MSU), Mu Sigma's training arm. The certification program aims to create well-rounded Decision Scientists by imparting the requisite training in Business, Applied Math, Technology and Behavioral Sciences. At the time of joining you will be uncertified and designated as a **Trainee Decision Scientist**. It is mandatory for you to acquire the requisite certifications to move to the next designation in a time frame as shown below:

<b>Designation</b>	<b>Certification Period Window</b>	<b>Certification</b>
Decision Scientist	Between 18-24 months from DOJ	Decision Scientist – Beginner
	Between 33-42 months from DOJ	Decision Scientist –Practitioner
Apprentice Leader	Beyond 42 months	Decision Scientist – Manager

Please note that your compensation is not linked with the certification and promotion while you are on the fixed career track.

---

**Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: [info@mu-sigma.com](mailto:info@mu-sigma.com) | Website: [www.mu-sigma.com](http://www.mu-sigma.com)

CIN: U74140KA2005PTC036309



Mu Sigma

**Annexure 2**

TOTAL COMPENSATION BREAKUP (in INR)					
SI No	Particulars	Per Annum	Per Annum	Per Annum	CTC over 3 jumps
1	Basic Pay	180,000			
2	HRA	72,000			
3	Statutory Bonus	15,000			
4	Special Allowance	41,400			
5	Employer's Contribution to PF*	21,600			
	<b>Total compensation</b>	<b>330,000</b>			
	<b>1<sup>st</sup> Compensation Revision</b>				
1	Basic pay		222,750		
2	HRA		89,100		
3	Statutory Bonus		15,000		
4	Special Allowance		146,550		
5	Employer's Contribution to PF*		21,600		
6	Variable pay		55,000		
	<b>Total Compensation</b>		<b>550,000</b>		
	<b>2<sup>nd</sup> Compensation revision</b>				
1	Basic pay			293,625	
2	HRA			117,450	
3	Statutory Bonus			15,000	
4	Special Allowance			204,825	
5	Employer's Contribution to PF*			21,600	
6	Variable pay			72,500	
	<b>Total Compensation</b>			<b>725,000</b>	
	<b>Advance Salary**</b>				<b>500,000</b>
	<b>Total Compensation (over three jumps)</b>				<b>2,100,000 ***</b>

- Your special allowance component also comprises of FBP (Flexi Benefit Plan).
- You should be on the rolls of the company at the time of the payout to be eligible for performance based variable Pay. You would not be eligible for this payout if you have resigned/exited or serving notice.
- Compensation revision is applicable as per the defined organization timelines.

\* PF amount mentioned may differ based on nationality as per governing laws.

\*\* You shall execute and comply with the conditions mentioned in the Salary Advance Agreement

\*\*\* Over three jumps, the total CTC will be at least INR 21 lakhs

## Mu Sigma Business Solutions Private Limited

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: info@mu-sigma.com | Website: www.mu-sigma.com

CIN: U74140KA2005PTC036309



Mu Sigma

### **Annexure 3**

#### **Documents required at the time of joining**

We request you to submit two copies of the following documents:

- a. All educational certificates including mark sheets in full
- b. ID proof / Address proof: Passport & / Driver's license / Election ID Card
- c. Aadhaar Card
- d. Particulars of blood group and any medical allergies
- e. Recent passport sized photographs (four nos)
- f. Copy of PAN Card.

The Company reserves the right to request for any additional documents to be submitted along with the above on the Date of Joining or at any time during the term of employment

Please report on your date of joining at **12.00 P.M.** at the below mentioned address:

**Mu Sigma Business Solutions Pvt. Ltd.**

**10th Floor, Aviator Building Ascendas – ITPB SEZ,**

**Whitefield road, Bangalore - 560066.**

In case of any queries or questions you can reach out to:

- Contact Person : Anshul Misra
- Email id : [anshul.misra@mu-sigma.com](mailto:anshul.misra@mu-sigma.com)
- Contact No. : 8105969667

---

## **Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: [info@mu-sigma.com](mailto:info@mu-sigma.com) | Website: [www.mu-sigma.com](http://www.mu-sigma.com)

CIN: U74140KA2005PTC036309

**Mu Sigma ||Offered candidates**

1 message

Pooja Parthasarathy <Pooja.Parthasarathy@mu-sigma.com>  
To: Head Placements ANITS <dean.placements@anits.edu.in>

Sat, Aug 3, 2018 at 10:03 PM

Hi Sir,

Please find the candidates that are offered by Mu Sigma.

Name	Gender	Phone Number	Mail ID
Sirikonda Pratyusha	female	7386392365	pratyushagene5@gmail.com
Pooja Bennabhaktula	female	7995367485	pooja.bennabhaktula@gmail.com
Gokavarapu Shreya	female	9676089263	shreya2021999@gmail.com
Saladi Naveen	male	6305932938	snaveen.16.cse@anits.edu.in
Datla Sowmya	female	8790866229	sowmyadatta450@gmail.com
Dhanunjai Chintala	male	9502442731	dhanunjaay9@gmail.com
Patoju Hemaja	female	9160209469	phemaja.16.cse@anits.edu.in
R.Varalakshmi Manasa	female	8919590257	rvmanasa1335@gmail.com
Dantuluri Vithal Varma	male	8309538037	vithalvarma6699@gmail.com
Divya Sri Dantuluri	female	7288000686	divya.dantuluri.65@gmail.com
Kondepati Purna Subhash	male	9949137662	kpsubhash.16.cse@anits.edu.in
Buddharaju Vaishnavi	female	9866937703	buddharajuvaishnavi@gmail.com
Satish Durga Alla	male	8186917095	adurgasatish.16.cse@anits.edu.in
Ande Lakshmi Meghana	female	9177185777	ande.16.it@anits.edu.in
Sahithibarla	female	8688994847	sahithibarla.99@gmail.com
Suryaja Parvatini	female	7036810669	suryaja.parvatini@gmail.com
Bodda Sri Vidya	female	9493651391	99vidya16@gmail.com

Thanks & Regards,

Pooja Parthasarathy | +91 8197229966(India) | 1-(847)-919-0512(US) | www.mu-sigma.com

This email contains Mu Sigma information which may be privileged or confidential. It is meant only for the individual(s) or entity named above. If you are not the intended recipient, note that disclosing, copying, distributing or using this information is prohibited. If you have received this email in error, please let me know immediately on the email above. Thank you. We monitor our email system and may record your emails.



NCR Corporation India Pvt. Ltd.  
Raheja Mindspace IT Park,  
Building 12C, 8th Floor,  
Survey No. 64, APIIC Software Layout,  
HITEC City, Madhapur, Hyderabad,  
Telangana 500081  
Tel.: +91 - 40 - 6799 3388

## NCR University Hire Offer of Employment

### PERSONAL AND CONFIDENTIAL

Dear Khaja Kutubuddin,

Welcome to NCR, a global technology company that runs the everyday transactions that make your life easier. With a global presence in 180 countries, our employees around the world offer a broad perspective and range of skills that enable our customers to make every customer interaction with their business an exceptional experience.

We are pleased to present you with this offer of employment at NCR. I am certain you will be a key contributor to this organization. On behalf of my team, we look forward to you joining us.

**Employer:** NCR Corporation India PVT. LTD. (the 'Company')  
**Position:** Software Intern  
**Reporting To:** Srinivas Maddipatla  
**Business Unit:** SWT - Banking Services  
**Location:** Hyderabad

However, you will complete your internship at any other location of NCR, when required as part of your internship.

**Start Date:** Your employment shall commence on **January 6, 2020**.

**Internship Period:** Duration of your internship will be until **June 30, 2020**, from the date of joining. Upon successful completion of your internship you will be offered a full-time employment in the position of Software Intern with following compensation structure:

1. Base salary of **Rs. 283,619.00** per annum;
2. Flexible Compensation Plan (FCP) equal to 130% of base salary; and
3. You will be eligible for participating in NCR Discretionary Rewards Plan (NDRP)
4. Total compensation of **Rs. 700,000** per annum.



Further details of FCP and NDRP will be included in your offer letter. In addition, you will be provided statutory benefits like Provident Fund and Gratuity payable in accordance with applicable law.

**Stipend:** During the internship period, you shall be paid a fixed stipend of Rs 25,000.00 per month.

**Notice and Termination:** NCR shall be free to terminate your internship at any time, without any notice or stipend in lieu thereof in the event of any disobedience, insubordination, misconduct and breach of any rules and regulations of NCR, inefficiency, negligence, or physical or mental disability on your part. NCR or you may terminate your internship at any time without assigning any reason by giving 15 (fifteen) days' notice or payment (based on stipend) in lieu thereof.

**Background Check:** Your internship will be subject to a satisfactory background check by NCR on its own or through an outside agency.

**Final Public Examination:** NCR's offer of your employment in the position of SWT - Banking Services, will be subject to you passing the final Diploma/Engineering examination for the academic session completing by 2020.

**Rules of the Company:** You shall abide by the rules and regulations of NCR that are in force during the period of your internship with the company.

**Confidential & Proprietary Information:**

All information including but not limited to information relating to NCR's product or services, inventions, programs, designs, methods, system, developments, trade secrets, certain plans and procedures, financial information, processes, data, concepts, ideas, strategies, analyses, surveys, and / or other proprietary information either relating to the past, present or anticipated business of the company or to its customers shall be considered as "Confidential and Proprietary Information".

You undertake and agree that you shall retain strictly confidential and not disclose such information, whether directly or indirectly, to any unauthorized person or misuse such information, whether directly or indirectly, to any unauthorized person or misuse such information during the course of your internship or thereafter.

To the extent that you may have acquired any intellectual property rights by operations of the law which shall become part or whole of such Confidential and Propriety Information, you hereby confirm that such intellectual property rights shall belong to NCR and be assigned or transferred by you to NCR and NCR may, at its own expense, request you to sign all documents or instrument to effect such assignment or transfer.

### **Security Awareness**

It is crucial that NCR operates with the highest level of security to maintain its reputation in the marketplace and reduce any potential risk to the Company. As part of your orientation to the Company, all employees, including senior management, are required to complete NCR Security Awareness training. The training must be completed within 30 days of your start date. Directions for accessing the training will be provided via email after your start date.

The 30-minute web-based training course educates employees on the importance of information security and how to protect NCR data. Upon completion of this course, you will be able to identify NCR's security policy and standards, understand data classification and handling, identify security practices for electronic communications, and define social engineering. As part of NCR's ongoing commitment to securing the data of our company, customers and employees, you will be required to participate in Security Awareness training annually.

Your completion of NCR Security Awareness training demonstrates your personal commitment to information security and protecting the NCR brand.

### **Code of Conduct**

As part of your orientation to the Company, employees, including senior management, are required to complete the Company's Code of Conduct. This training must be completed within 30 days of your start date. Directions for accessing the training will be provided via email after your start date.

Employees with computer access must complete a 30-minute web-based training and certification module. This module is designed to familiarize you with our global standards of business conduct. While we recognize there are local laws and regulations that must also be followed, it is important that all employees understand and adhere to our global standard of business conduct. For employees who do not have computer access, please obtain a copy of the Company's Code of Conduct and certification form from your manager and it will be returned to the NCR Corporation, Ethics & Compliance Office, 864 Spring St. NW, Atlanta, GA 30308 USA.

This offer for internship is contingent upon your agreement to the conditions outlined in this letter, in Appendix A and in the Inventions Assignment and Confidentiality Agreement; including passing a background check.

You should note that this offer will be withdrawn if your acceptance has not been confirmed within seven (7) days of the date of this letter, unless specific alternative arrangements have been agreed.

I am excited about the contributions, experience and knowledge you bring to NCR. We have assembled some of the best and brightest professionals in the industry; and we look forward to having you as part of the team.

If you have any questions regarding the details of this offer, please contact HR Dept. at +91 01244353268. Monika will make the necessary arrangements to ensure any additional questions you may have are addressed, so you are able to make an informed decision.

Sincerely,

**Monika Marwah**

University Hiring Leader - India

### Accepting this Offer of Employment:

By accepting and signing the Company's offer of employment you certify to the Company that you are not subject to a non-competition agreement with any company or to any other post-employment restrictive covenants that would preclude or restrict you from performing the Company position being offered in this letter. We also advise you of the Company's strong policy of respecting the intellectual property rights of other companies. You should not bring with you to your position any documents or materials designated as confidential, proprietary or trade secret by another company, nor in any other way disclose trade secret information while employed by the Company.

You further acknowledge that this employment letter reflects the general description of the terms and conditions of your employment with the Company, and is not a contract of employment for any definite duration of time. The employment relationship with the Company is by mutual consent ("Employment at Will"). This means either you or the Company have the right to discontinue the employment relationship with or without cause at any time and for any reason.

I have read the foregoing information relative to the Company's conditions of employment and understand that my employment offer is conditioned upon their satisfaction. This also acts as a legally-binding electronic signature.

  
MOHAMMAD HAJA KUTUBUDDIN (Nov 11, 2019)

**Subject: Final Selects || ANITS**

message

Lead Placements ANITS <dean.placements@anits.edu.in>  
 To: ANITS Placements <anitstnp@gmail.com>

Fri, Jul 26, 2019 at 8:47 AM

Warm Regards

**P.V.Srinivasa Sarma**

Head - Corporate Relations  
 Anil Neerukonda Institute of Technology & Sciences (ANITS)  
 Sangivalasa, Bheemunipatnam  
 Visakhapatnam-531 162 AP

Mobile : + 91 73307 8989 / 9701082509  
 Mail ID: dean.placements@anits.edu.in  
 Direct : +91 8933 225086 Board : +91 8933 225083- 84 Extn: 275  
[www.anits.edu.in](http://www.anits.edu.in)

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

From: **MaryAnn K** <maryann@nineleaps.com>  
 Date: Fri, Jul 26, 2019 at 4:00 AM  
 Subject: Final Selects || ANITS  
 To: Head Placements ANITS <dean.placements@anits.edu.in>

Hi Team,

We are happy to announce that the below mentioned students are selected from your institution:

Candidate Name	Email	Institute Name
KURI ALEKHYA	kalekhya.16.cse@anits.edu.in	ANITS
JILLIDIMUDI SOWMYA	jillidimudi.16.it@anits.edu.in	ANITS
SEELAM ESHITA KAMALAVALLI	seelam.16.it@anits.edu.in	ANITS
KASINA VIZIA VIDYA SAGAR	kasinavizia.2016.ece@anits.edu.in	ANITS
KOLLI PREETHI	kolli.2016.ece@anits.edu.in	ANITS
UPPADA KALPANA	ukalpana.16.cse@anits.edu.in	ANITS
SALADI NAVEEN	snaveen.16.cse@anits.edu.in	ANITS
RAJANA LAHARI	lahari.2016.ece@anits.edu.in	ANITS

Congratulations to the entire team!

The selected candidate will be joining as an intern with a stipend of **Rs.12,000 per month** and on conversion will receive a **CTC of 4.5 LPA**.

I will keep you posted on further details. Meanwhile if you need any clarifications, feel free to contact me.

Looking forward to a positive and fruitful relationship in the near future!

Thanks and Regards



SHAIK MUNEER

9652021999



Dear Muneer,

We are pleased to offer you that you have been appointed for the position of Software Trainee in Nueve IT Solutions Pvt Ltd. It would be required of you to join us by **14<sup>th</sup> October 2020**.

As discussed, your salary will be paid at the rate of **Rs 15,000/-** per month in the period of training which includes all the deductions. Salary will be revised after completion of 3 month probation period to **2.5lakh to 3lakh per annum** based on performance.

In accepting employment with Nueve IT Solutions, you represent that you are under a contractual restriction of 2 years and 2 Month notice period after contractual restriction period. The salary hike will be revised after completion of 2 year bond period. Early resignation will lead to a penalty of Rs 1, 00,000. We need to point out that nothing in this offer letter is intended to create a fixed term of employment at Nueve IT Solutions. Your employment at Nueve IT Solutions is on an at will basis, meaning that Nueve IT Solutions will be free to terminate your employment at any time.

If you accept this offer, please sign and date this letter in the space provided below and return a copy of this letter or a scanned copy by email on or before **12<sup>th</sup> October 2020**.

Sincerely,  
Lakshmi Sirisha Pollayimandala  
HR Manager  
NUEVE IT SOLUTIONS Pvt. Ltd.

**Signature:**

**Date:**

**Address:**  
Nueve IT Solutions Pvt Ltd,  
NGGO's Colony,  
Visakhapatnam,  
Andhra Pradesh 530003

**Contact: 6300852488**

Fwd: Internship Offer from OpenText India – Naveen Medikonda, Bangalore

Placement Team <anitstnp@gmail.com>  
To: GVRMurthy ANITS <anitstnp@gmail.com>

Thu, Mar 5, 2020 at 11:04 AM

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

From: HR Shared Services <hr@opentext.com>  
Date: Wed, Feb 19, 2020 at 3:34 PM  
Subject: Internship Offer from OpenText India – Naveen Medikonda, Bangalore  
To: naveen.medikonda.1311@gmail.com' <naveen.medikonda.1311@gmail.com>  
Cc: Sathish Kumar Elegety <selegety@opentext.com>; indiaoffers <indiaoffers@opentext.com>, Sivakumari Yatham <syatham@opentext.com>, Suma Veeresh <sveeresh@opentext.com>, Saranya M <saranyam@opentext.com>, Piyali Bandopadhyay <pbandopa@opentext.com>, Sahithi Modali <smodali@opentext.com>, Nigam Prasad Pradhan <npradhan@opentext.com>, Mani Kumar Upputholla <mupputholla@opentext.com>, Rini Mathew <rinim@opentext.com>



Congratulations Naveen,

We are pleased to present you with the Internship opportunity with OpenText! We are very excited to have you joining our global team soon.

OpenText has a high-performance, customer-oriented culture. We place a strong emphasis on our own personal performance excellence, professional fulfillment, and work-life balance. We are the leader in the enterprise information management and we enable our customers to be an Intelligent and Connected Enterprise while inspiring a new way to work.

Follow us on LinkedIn and subscribe to our YouTube channel to learn more about our culture and employee experience.

What's next?

- You will receive a notification from OpenText Core, our own cloud-based collaboration and file sharing platform available only on desktop and laptop (not on mobile).
- You need to register on OpenText Core with your personal email id to download the Agreement for the Provision of Services. [Watch out for the notification from [notification@core.opentext.com](mailto:notification@core.opentext.com) in your personal email (Inbox or Spam/Junk folder). You can also register on OpenText Core without any invitation/ notification.]

- a. Internship Agreement
- b. Non-Solicitation Agreement
- c. Proprietary Information and Inventions Agreement
- d. Internship Information Form

8.00 LP  
confirmation from sathish sir

- e. Provident Fund Form 2 & 11 with Instructions
- f. ESIC Declaration Form

- In our endeavor to make your onboarding best in class, we would request you to fill in the information as per the guidelines mentioned in Intern Onboarding Checklist and upload the signed documents on OpenText Core folder assigned to you.
- You may notify [hr@opentext.com](mailto:hr@opentext.com) once the documents are uploaded.

### Office Location

On your first day please report to GXS India Technology Centre Pvt. Ltd (now OpenText), Infinity, # 436, 3rd & 4th Floor, Off Koramangala, Indiranagar, Intermediate Ring Road, Challaghatta, Domlur, Bangalore by 9.00 AM.

### Employee Privacy Notice

Please read the OpenText Privacy Notice carefully as it contains important information about:

- the personal information we collect about you
- what we do with your information
- who your information might be shared with
- how we protect your information
- the rights afforded to EU employees under GDPR

Open Text takes the privacy of your personal information seriously. This communication and the Privacy Notice is available in 14 languages here.

For further queries write to us at [hr@opentext.com](mailto:hr@opentext.com).

Regards,

HR Team

**opentext™**

*Values – Customer, Trust, Excellence, Innovation, and Best Places to Work - OpenText Careers*

Connect with OpenText:



This email message is confidential, may be privileged, and is intended for the exclusive use of the addressee. Any other person is strictly prohibited from disclosing or reproducing it. If the addressee cannot be reached or is unknown to you, please inform the sender by return email and delete this email message and all copies immediately.

Highly Confidential  
Ref: PINOFL/2020-08

September 4, 2020

**Gadhala Bharathi,  
kondavelagada, Nellimarla.  
Visakhapatnam.**

Dear **Bharathi,**

We are pleased to offer you the position of **Intern Software Engineer** in our Information Technology Services team with **Pinion Infotech Services Private Limited**. You will be allocated to a suitable role once you complete the orientation. The terms and conditions of the offer are as mentioned below.

1. Your initial place of posting will be in **Pinion located at 26-42-2, Chaitanya Nagar, Old Gajuwaka, Visakhapatnam, Andhra Pradesh – 530026**. However, your services are transferable, and you may be transferred/deputed to any operating office or location of the Company or any Group company which may come into existence in future, in India or abroad.
2. You are expected to join as early as possible as and not later than **14<sup>th</sup> September 2020** after which the offer shall automatically stand withdrawn, unless extended in writing by the Company and, in such cases, no claim of any nature, financial or otherwise shall be entertained by the Company.
3. You will be on **Internship program period** until your highest degree of qualification certificate is submitted and will be subjected to **Internship allowances only during this period** without any compensation and benefits. Your Internship period will also be accounted in your experience from the date of joining. You will be allocated to **Junior Software engineer** role once after submitting your original highest degree certificates. The package in Annexure-1 will be in effect from the next month of submission of the original certificate of highest degree.
4. You will be on **probation for a period of six months** from date of joining. Based on the periodic performance assessments, you will be deemed to be confirmed in the services of the Company, unless otherwise informed in writing by the Company. At any time during your probationary period, the Company may terminate your service by giving 30 days' written notice.
5. The letter of intent is conditional and subject to satisfactory reference & background checks including verification of your application materials, education and employment history.
6. Your appointment is contingent upon your ability to work for the Company without any direct/indirect restrictions (i.e. you do not have any non-compete obligations or other restrictive clauses with any previous employer or their clients).
7. Please submit a self-attested copy of the following documents on the day of joining, failing which the offer stands canceled.
  - a. Documentary evidence of the date of birth

Visakhapatnam : 26-42-2, Chaitanya Nagar, Old Gajuwaka, Vizag, Andhra Pradesh, 530026  
Hyderabad : Oval Building, Plot No 18, Ilabs, Hyderabad Technology park, Inorbit Mall Road, Telangana 500 081



- b. All Educational/Professional Qualifications CCSC, HSC, Degree/Diploma including mark sheets (both sides)
  - c. Copy of your PAN card, driving license, Voter Identification Card
  - d. Copy of your current and past passports you held (copy all pages including blank pages)
  - e. 4 passport size professional looking color photographs
  - f. Supporting Documents relevant to name changes, if applicable
8. The Compensation and Benefits Program applicable to you is enclosed for your reference in Annexure1.
  9. This is not a regular offer of appointment but a letter of intent. The letter of employment will be issued at the time of joining.
  10. We reiterate that the compensation is a confidential matter between you and the Company and we reaffirm that the Company shall view any breach of confidentiality with the utmost seriousness.
  11. You are required to sign an agreement to serve the company for 3 years duration. If the agreement is breached, you are liable for the penalties defined and agreed.

Please return the duplicate copy of this letter duly signed indicating acceptance of terms and conditions of employment. Please note that this offer letter shall automatically stand withdrawn in case (i) we do not receive the acknowledgement and acceptance within ten days from the issue of this letter and (ii) we do not receive a confirmation of acceptance every 30 days until your start date (if your start date is past 30 days from the issuance of this letter).

We once again would like to thank you for your interest in seeking a career with Pinion and wish you a successful career with **Pinion Infotech Services Private Limited**.

Yours sincerely,  
For **Pinion Infotech Services Private Limited**



\_\_\_\_\_  
**Obulapathi Madatanapalli**  
Manager, On behalf of Human Resources

**ACCEPTANCE and ACKNOWLEDGEMENT**

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

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Date)

Visakhapatnam : 26-42-2, Chaitanya Nagar, Old Gajuwaka, Vizag, Andhra Pradesh, 530026  
Hyderabad : Oval Building, Plot No 18, Ilabs, Hyderabad Technology park, Inorbit Mall Road, Telangana 500 081

### Annexure 1: Compensation and Benefits

Name	Krishna Karthik
Designation	Junior Software Engineer
Work Location	Visakhapatnam

Internship Allowance	6000 INR per month
----------------------	--------------------

Particulars	Amount Per Annum ( INR )	Amount Per Month ( INR )
Basic	66,000	5,500
HRA	26,400	2,200
Conveyance	19,200	1,600
Medical Reimbursement	15,000	1,250
Special Allowance	17,400	1,450
<b>ANNUAL GROSS COMPENSATION</b>	<b>1,44,000</b>	<b>12,000</b>
Medical Insurance (Immediate Family) <sup>1</sup>	6,000	
Performance Pay <sup>2</sup>	30,000	
Employee PF Contribution	7,920	
Employer PF Contribution	7,920	
<b>TOTAL COST TO COMPANY</b>	<b>1,95,840</b>	

<sup>1</sup> Medical Insurance - Pinion Group Medical claim Insurance Policy will give a coverage of 2 Lakhs for your family which includes Spouse and 2 children.

<sup>2</sup> Performance Pay - The Company operates a variable performance pay, the entitlement to which is linked to achievement of both individual and Company's performance targets. Entitlement and the amount payable under the plan shall be governed by the Company's performance incentive plan which is liable to change from time to time at the sole discretion of the Company. Payouts under the variable performance incentive plan are not guaranteed.

<sup>3</sup> PF will be started after confirmation from probation after 6 months.



Highly Confidential  
Ref: PINOFL/2020-10

September 4, 2020

**Nirujogi Nirmala Paul;**  
**Bheemunipatnam,**  
**Visakhapatnam**

Dear **Nirmala,**

We are pleased to offer you the position of **Intern Software Engineer** in our Information Technology Services team with **Pinion Infotech Services Private Limited**. You will be allocated to a suitable role once you complete the orientation. The terms and conditions of the offer are as mentioned below.

1. Your initial place of posting will be in **Pinion located at 26-42-2, Chaitanya Nagar, Old Gajuwaka, Visakhapatnam, Andhra Pradesh – 530026**. However, your services are transferable, and you may be transferred/deputed to any operating office or location of the Company or any Group company which may come into existence in future, in India or abroad.
2. You are expected to join as early as possible as and not later than **14<sup>th</sup> September 2020** after which the offer shall automatically stand withdrawn, unless extended in writing by the Company and, in such cases, no claim of any nature, financial or otherwise shall be entertained by the Company.
3. You will be on **Internship program period** until your highest degree of qualification certificate is submitted and will be subjected to **Internship allowances only during this period** without any compensation and benefits. Your Internship period will also be accounted in your experience from the date of joining. You will be allocated to **Junior Software engineer** role once after submitting your original highest degree certificates. The package in Annexure-1 will be in effect from the next month of submission of the original certificate of highest degree.
4. You will be on **probation for a period of six months** form date of joining. Based on the periodic performance assessments, you will be deemed to be confirmed in the services of the Company, unless otherwise informed in writing by the Company. At any time during your probationary period, the Company may terminate your service by giving 30 days' written notice.
5. The letter of intent is conditional and subject to satisfactory reference & background checks including verification of your application materials, education and employment history.
6. Your appointment is contingent upon your ability to work for the Company without any direct/indirect restrictions (i.e. you do not have any non-compete obligations or other restrictive clauses with any previous employer or their clients).
7. Please submit a self-attested copy of the following documents on the day of joining, failing which the offer stands canceled.
  - a. Documentary evidence of the date of birth

**Visakhapatnam** : 26-42-2, Chaitanya Nagar, Old Gajuwaka, Vizag, Andhra Pradesh, 530026  
**Hyderabad** : Oval Building, Plot No 18, Ilabs, Hyderabad Technology park, Inorbit Mall Road, Telangana 500 081

- b. All Educational/Professional Qualifications CCSC, HSC, Degree/Diploma including mark sheets (both sides)
  - c. Copy of your PAN card, driving license, Voter Identification Card
  - d. Copy of your current and past passports you held (copy all pages including blank pages)
  - e. 4 passport size professional looking color photographs
  - f. Supporting Documents relevant to name changes, if applicable
8. The Compensation and Benefits Program applicable to you is enclosed for your reference in Annexure1.
9. This is not a regular offer of appointment but a letter of intent. The letter of employment will be issued at the time of joining.
10. We reiterate that the compensation is a confidential matter between you and the Company and we reaffirm that the Company shall view any breach of confidentiality with the utmost seriousness.
11. You are required to sign an agreement to serve the company for 3 years duration. If the agreement is breached, you are liable for the penalties defined and agreed.

Please return the duplicate copy of this letter duly signed indicating acceptance of terms and conditions of employment. Please note that this offer letter shall automatically stand withdrawn in case (i) we do not receive the acknowledgement and acceptance within ten days from the issue of this letter and (ii) we do not receive a confirmation of acceptance every 30 days until your start date (if your start date is past 30 days from the issuance of this letter).

We once again would like to thank you for your interest in seeking a career with Pinion and wish you a successful career with **Pinion Infotech Services Private Limited**.

Yours sincerely,  
For **Pinion Infotech Services Private Limited**



\_\_\_\_\_  
**Obulapathi Madatanapalli**  
Manager, On behalf of Human Resources

**ACCEPTANCE and ACKNOWLEDGEMENT**

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

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Date)

Visakhapatnam : 26-42-2, Chaitanya Nagar, Old Gajuwaka, Vizag, Andhra Pradesh, 530026  
Hyderabad : Oval Building, Plot No 18, Ilabs, Hyderabad Technology park, Inorbit Mall Road, Telangana 500 081

### Annexure 1: Compensation and Benefits

<b>Name</b>	Nirujogi Nirmala Paul,
<b>Designation</b>	Junior Software Engineer
<b>Work Location</b>	Visakhapatnam

<b>Internship Allowance</b>	<b>6000 INR per month</b>
-----------------------------	---------------------------

Particulars	Amount Per Annum ( INR )	Amount Per Month ( INR )
Basic	66,000	5,500
HRA	26,400	2,200
Conveyance	19,200	1,600
Medical Reimbursement	15,000	1,250
Special Allowance	17,400	1,450
<b>ANNUAL GROSS COMPENSATION</b>	<b>1,44,000</b>	<b>12,000</b>
Medical Insurance (Immediate Family) <sup>1</sup>	6,000	
Performance Pay <sup>2</sup>	30,000	
Employee PF Contribution	7,920	
Employer PF Contribution	7,920	
<b>TOTAL COST TO COMPANY</b>	<b>1,95,840</b>	

<sup>1</sup> Medical Insurance - Pinion Group Medical claim Insurance Policy will give a coverage of 2 Lakhs for your family which includes Spouse and 2 children.

<sup>2</sup> Performance Pay - The Company operates a variable performance pay, the entitlement to which is linked to achievement of both individual and Company's performance targets. Entitlement and the amount payable under the plan shall be governed by the Company's performance incentive plan which is liable to change from time to time at the sole discretion of the Company. Payouts under the variable performance incentive plan are not guaranteed.

<sup>3</sup>. PF will be started after confirmation from probation after 6 months.

Visakhapatnam : 26-42-2, Chaitanya Nagar, Old Gajuwaka, Vizag, Andhra Pradesh, 530026  
Hyderabad : Oval Building, Plot No 18, Ilabs, Hyderabad Technology park, Inorbit Mall Road, Telangana 500 081

Highly Confidential  
Ref: PINOFL/2020-09

September 4, 2020

**Varunsai,  
Bandhamvari,  
Parvathipuram**

Dear **Varun,**

We are pleased to offer you the position of **Intern Software Engineer** in our Information Technology Services team with **Pinion Infotech Services Private Limited**. You will be allocated to a suitable role once you complete the orientation. The terms and conditions of the offer are as mentioned below.

1. Your initial place of posting will be in **Pinion located at 26-42-2, Chaitanya Nagar, Old Gajuwaka, Visakhapatnam, Andhra Pradesh – 530026**. However, your services are transferable, and you may be transferred/deputed to any operating office or location of the Company or any Group company which may come into existence in future, in India or abroad.
2. You are expected to join as early as possible as and not later than **14<sup>th</sup> September 2020** after which the offer shall automatically stand withdrawn, unless extended in writing by the Company and, in such cases, no claim of any nature, financial or otherwise shall be entertained by the Company.
3. You will be on **Internship program period** until your highest degree of qualification certificate is submitted and will be subjected to **Internship allowances only during this period** without any compensation and benefits. Your Internship period will also be accounted in your experience from the date of joining. You will be allocated to **Junior Software engineer** role once after submitting your original highest degree certificates. The package in Annexure-1 will be in effect from the next month of submission of the original certificate of highest degree.
4. You will be on **probation for a period of six months** form date of joining. Based on the periodic performance assessments, you will be deemed to be confirmed in the services of the Company, unless otherwise informed in writing by the Company. At any time during your probationary period, the Company may terminate your service by giving 30 days' written notice.
5. The letter of intent is conditional and subject to satisfactory reference & background checks including verification of your application materials, education and employment history.
6. Your appointment is contingent upon your ability to work for the Company without any direct/indirect restrictions (i.e. you do not have any non-compete obligations or other restrictive clauses with any previous employer or their clients).
7. Please submit a self-attested copy of the following documents on the day of joining, failing which the offer stands canceled.
  - a. Documentary evidence of the date of birth

Visakhapatnam : 26-42-2, Chaitanya Nagar, Old Gajuwaka, Vizag, Andhra Pradesh, 530026  
Hyderabad : Oval Building, Plot No 18, Ilabs, Hyderabad Technology park, Inorbit Mall Road, Telangana 500 081

- b. All Educational/Professional Qualifications CCSC, HSC, Degree/Diploma including mark sheets (both sides)
  - c. Copy of your PAN card, driving license, Voter Identification Card
  - d. Copy of your current and past passports you held (copy all pages including blank pages)
  - e. 4 passport size professional looking color photographs
  - f. Supporting Documents relevant to name changes, if applicable
8. The Compensation and Benefits Program applicable to you is enclosed for your reference in Annexure1.
  9. This is not a regular offer of appointment but a letter of intent. The letter of employment will be issued at the time of joining.
  10. We reiterate that the compensation is a confidential matter between you and the Company and we reaffirm that the Company shall view any breach of confidentiality with the utmost seriousness.
  11. You are required to sign an agreement to serve the company for 3 years duration. If the agreement is breached, you are liable for the penalties defined and agreed.

Please return the duplicate copy of this letter duly signed indicating acceptance of terms and conditions of employment. Please note that this offer letter shall automatically stand withdrawn in case (i) we do not receive the acknowledgement and acceptance within ten days from the issue of this letter and (ii) we do not receive a confirmation of acceptance every 30 days until your start date (if your start date is past 30 days from the issuance of this letter).

We once again would like to thank you for your interest in seeking a career with Pinion and wish you a successful career with **Pinion Infotech Services Private Limited**.

Yours sincerely,  
For **Pinion Infotech Services Private Limited**



---

**Obulapathi Madatanapalli**  
Manager, On behalf of Human Resources

**ACCEPTANCE and ACKNOWLEDGEMENT**

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

\_\_\_\_\_ (Signature)

\_\_\_\_\_ (Name)

\_\_\_\_\_ (Date)

Visakhapatnam : 26-42-2, Chaitanya Nagar, Old Gajuwaka, Vizag, Andhra Pradesh, 530026  
Hyderabad : Oval Building, Plot No 18, Ilabs, Hyderabad Technology park, Inorbit Mall Road, Telangana 500 081

### Annexure 1: Compensation and Benefits

<b>Name</b>	<b>Varunsai</b>
<b>Designation</b>	<b>Junior Software Engineer</b>
<b>Work Location</b>	<b>Visakhapatnam</b>

<b>Internship Allowance</b>	<b>6000 INR per month</b>
-----------------------------	---------------------------

<b>Particulars</b>	<b>Amount Per Annum ( INR )</b>	<b>Amount Per Month ( INR )</b>
Basic	66,000	5,500
HRA	26,400	2,200
Conveyance	19,200	1,600
Medical Reimbursement	15,000	1,250
Special Allowance	17,400	1,450
<b>ANNUAL GROSS COMPENSATION</b>	<b>1,44,000</b>	<b>12,000</b>
Medical Insurance (Immediate Family) <sup>1</sup>	6,000	
Performance Pay <sup>2</sup>	30,000	
Employee PF Contribution	7,920	
Employer PF Contribution	7,920	
<b>TOTAL COST TO COMPANY</b>	<b>1,95,840</b>	

<sup>1</sup> Medical Insurance - Pinion Group Medical claim Insurance Policy will give a coverage of 2 Lakhs for your family which includes Spouse and 2 children.

<sup>2</sup> Performance Pay - The Company operates a variable performance pay, the entitlement to which is linked to achievement of both individual and Company's performance targets. Entitlement and the amount payable under the plan shall be governed by the Company's performance incentive plan which is liable to change from time to time at the sole discretion of the Company. Payouts under the variable performance incentive plan are not guaranteed.

<sup>3</sup> PF will be started after confirmation from probation after 6 months.

Visakhapatnam : 26-42-2, Chaitanya Nagar, Old Gajuwaka, Vizag, Andhra Pradesh, 530026  
Hyderabad : Oval Building, Plot No 18, Ilabs, Hyderabad Technology park, Inorbit Mall Road, Telangana 500 081



Highly Confidential  
Ref: PINOFL/2020-12

September 4, 2020

**Vajja Sai Naveen,**  
**Visakhapatnam**

Dear **Sai Naveen,**

We are pleased to offer you the position of **Intern Software Engineer** in our Information Technology Services team with **Pinion Infotech Services Private Limited**. You will be allocated to a suitable role once you complete the orientation. The terms and conditions of the offer are as mentioned below.

1. Your initial place of posting will be in **Pinion located at 26-42-2, Chaitanya Nagar, Old Gajuwaka, Visakhapatnam, Andhra Pradesh – 530026**. However, your services are transferable, and you may be transferred/deputed to any operating office or location of the Company or any Group company which may come into existence in future, in India or abroad.
2. You are expected to join as early as possible and not later than **14<sup>th</sup> September 2020** after which the offer shall automatically stand withdrawn, unless extended in writing by the Company and, in such cases, no claim of any nature, financial or otherwise shall be entertained by the Company.
3. You will be on **Internship program period** until your highest degree of qualification certificate is submitted and will be subjected to **Internship allowances only during this period** without any compensation and benefits. Your Internship period will also be accounted in your experience from the date of joining. You will be allocated to **Junior Software engineer** role once after submitting your original highest degree certificates. The package in Annexure-1 will be in effect from the next month of submission of the original certificate of highest degree.
4. You will be on **probation for a period of six months** from date of joining. Based on the periodic performance assessments, you will be deemed to be confirmed in the services of the Company, unless otherwise informed in writing by the Company. At any time during your probationary period, the Company may terminate your service by giving 30 days' written notice.
5. The letter of intent is conditional and subject to satisfactory reference & background checks including verification of your application materials, education and employment history.
6. Your appointment is contingent upon your ability to work for the Company without any direct/indirect restrictions (i.e. you do not have any non-compete obligations or other restrictive clauses with any previous employer or their clients).
7. Please submit a self-attested copy of the following documents on the day of joining, failing which the offer stands canceled.
  - a. Documentary evidence of the date of birth

Visakhapatnam : 26-42-2, Chaitanya Nagar, Old Gajuwaka, Vizag, Andhra Pradesh, 530026  
Hyderabad : Oval Building, Plot No 18, Ilabs, Hyderabad Technology park, Inorbit Mall Road, Telangana 500 081

- b. All Educational/Professional Qualifications CCSC, HSC, Degree/Diploma including mark sheets (both sides)
  - c. Copy of your PAN card, driving license, Voter Identification Card
  - d. Copy of your current and past passports you held (copy all pages including blank pages)
  - e. 4 passport size professional looking color photographs
  - f. Supporting Documents relevant to name changes, if applicable
8. The Compensation and Benefits Program applicable to you is enclosed for your reference in Annexure1.
  9. This is not a regular offer of appointment but a letter of intent. The letter of employment will be issued at the time of joining.
  10. We reiterate that the compensation is a confidential matter between you and the Company and we reaffirm that the Company shall view any breach of confidentiality with the utmost seriousness.
  11. You are required to sign an agreement to serve the company for 3 years duration. If the agreement is breached, you are liable for the penalties defined and agreed.

Please return the duplicate copy of this letter duly signed indicating acceptance of terms and conditions of employment. Please note that this offer letter shall automatically stand withdrawn in case (i) we do not receive the acknowledgement and acceptance within ten days from the issue of this letter and (ii) we do not receive a confirmation of acceptance every 30 days until your start date (if your start date is past 30 days from the issuance of this letter).

We once again would like to thank you for your interest in seeking a career with Pinion and wish you a successful career with **Pinion Infotech Services Private Limited**.

Yours sincerely,  
For **Pinion Infotech Services Private Limited**



---

**Obulapathi Madatanapalli**  
Manager, On behalf of Human Resources

**ACCEPTANCE and ACKNOWLEDGEMENT**

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

---

(Signature)

---

(Name)

---

(Date)

Visakhapatnam : 26-42-2, Chaitanya Nagar, Old Gajuwaka, Vizag, Andhra Pradesh, 530026  
Hyderabad : Oval Building, Plot No 18, Ilabs, Hyderabad Technology park, Inorbit Mall Road, Telangana 500 081

### Annexure 1: Compensation and Benefits

Name	Vajja Sai Naveen,
Designation	Junior Software Engineer
Work Location	Visakhapatnam

Internship Allowance	6000 INR per month
----------------------	--------------------

Particulars	Amount Per Annum ( INR )	Amount Per Month ( INR )
Basic	66,000	5,500
HRA	26,400	2,200
Conveyance	19,200	1,600
Medical Reimbursement	15,000	1,250
Special Allowance	17,400	1,450
<b>ANNUAL GROSS COMPENSATION</b>	<b>1,44,000</b>	<b>12,000</b>
Medical Insurance (Immediate Family) <sup>1</sup>	6,000	
Performance Pay <sup>2</sup>	30,000	
Employee PF Contribution	7,920	
Employer PF Contribution	7,920	
<b>TOTAL COST TO COMPANY</b>	<b>1,95,840</b>	

<sup>1</sup> Medical Insurance - Pinion Group Medical claim Insurance Policy will give a coverage of 2 Lakhs for your family which includes Spouse and 2 children.

<sup>2</sup> Performance Pay - The Company operates a variable performance pay, the entitlement to which is linked to achievement of both individual and Company's performance targets. Entitlement and the amount payable under the plan shall be governed by the Company's performance incentive plan which is liable to change from time to time at the sole discretion of the Company. Payouts under the variable performance incentive plan are not guaranteed.

<sup>3</sup> PF will be started after confirmation from probation after 6 months.

Visakhapatnam : 26-42-2, Chaitanya Nagar, Old Gajuwaka, Vizag, Andhra Pradesh, 530026  
 Hyderabad : Oval Building, Plot No 18, Ilabs, Hyderabad Technology park, Inorbit Mall Road, Telangana 500 081



OFFER LETTER

Offer: Mobile App Developer  
Date: 28<sup>th</sup> August 2019

Dear Mr. Siva Rama Krishna

Sub: Letter of Offer

Thank you for exploring career opportunities with Riktam Technology Consulting Private Limited. 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 the performance in the selection process. You have been selected for the position of Mobile App Developer at Riktam - Hyderabad. You will undergo training for 4.5 months during which your salary will be Rs. 20,000/- per month. Post training your gross salary including all the benefits will be Rs. 4,50,000/- per annum.

Your joining date is 9<sup>th</sup> December 2019. You may hand over your acceptance letter to the HR Manager at our office.

On joining and successful completion of joining formalities, you will be issued a Letter of Appointment by Riktam.

Kindly sign the duplicate copy of this letter as a token of your acceptance of the Offer, and return it to the undersigned.

Thanks

  
Suman Eknath Pilankar  
HR Manager





**Riktam Technology Consulting Pvt. Ltd.**

Unit #101, "Wings", Srinagar Colony Main Road, Hyderabad - 500073, T.S. INDIA.  
www.riktamtech.com T: +91 40 66688305 ct@riktamtech.com

**Fwd: Vizag Drive - Final Seelct List - SLK Software Services**

Placement Team <anitsnp@gmail.com>  
Draft

Tue, Mar 3, 2020 at 10:23 AM

**Head Placements ANITS**

Mar 2, 2020, 6:05 PM (16 hours ago)

to T, me, Chief

SLK software final selects

Warm Regards

Dear Sathyanarayana,

Thanks for hosting the Campus Pool Drive on 28-Feb-2020 for SLK – VFISLK . Thanks to all the participating colleges.

We are happy to communicate the Final Shortlist. Please find the attached list of students who are final selects. Kindly communicate to the students once again and ensure they are blocked only for SLK- VFISLK Opportunity.

Letter of Intents are handed out to the Selected Students on the drive day. Please ensure all the selected students are joining us.

Best Regards,

Ananthnag.v

Talent Acquisition – HRM



The Automation Company

DISCLAIMER

The information contained and transmitted by this e-mail is proprietary to the SLK Group of companies and is intended solely for the use of the individual or entity to whom it is addressed and others authorized to receive it. It may contain privileged or confidential information or information exempt from disclosure as per applicable law. If you are not the intended recipient or responsible for delivery to the intended recipient, you may not copy, deliver, distribute or print this message. If it is a forwarded message, it may not have been sent with the authority of any of the entities in the SLK Group of companies. Any views or opinions are individual to the sender and are not the opinion of or endorsed by any of the entities in the SLK Group of companies. This message and attachments has been virus checked. None of the entities in the SLK Group of companies will accept any claims for loss or damages arising out of viruses.

Final Selects- Vizag Drive.xlsx  
21K

SLK Software Services Pvt. Ltd.,  
SLK Green Park, SEZ UNIT II, 4th, 5th, 6th & 7th Floor Tower-A,  
Amin Properties LLP SEZ, Sy No.19, 20, 20/1,  
Pujanahalli Village, Devanahalli Taluk,  
Bangalore Rural - 562 110, India  
T +91 80 4180 5721 / 6690 4721, F +91 80 4050 1921



Date: 28th Feb

Dear **Sasat Kumar**

Congratulations!! We welcome you to join the team having vision to excel.

We have pleasure in offering to hire you to the position of a "Trainee", Grade T1 Subject to the terms of this offer.

Your annual compensation (CTC) will be as given below.

- **INR 320,000** (Three Lakh Twenty Thousand Only) per annum.
- Your compensation will be reviewed after 12 months completion of your joining, based on your performance.

SLK reserves the right, at its sole discretion, to appoint you either at the parent SLK Software or its subsidiary VFI SLK Global. You will be informed on the specific entity that you will be appointed for and an offer letter for the same will be issued with the terms and conditions prior to your joining date, subject to you meeting your obligations herein agreed.

This offer is conditional and subject to the following terms and conditions:

- Evidence and confirmation on successful completion of degree
- Satisfactory verification of your identity, address, previous employment/(s) and education qualification
- Satisfactory clearing certain medical tests at medical laboratory identified by SLK. Details of medical test and medical laboratory details will be mailed to you along with joining date confirmation letter
- Signing an agreement to serve the company for a period of 2 years from the date of joining.

The exact date of joining will be communicated to you at a later date.

Yours sincerely,

**N. Sangeetha Ponnappa** (Associate Vice President – HRM)

Encl. 1. List of documents required at the time of joining

I agree and accept the terms and conditions of my prospective employment as mentioned above.

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

Candidate Name

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

Regd. Office: SLK Software Services Pvt. Ltd, "SLK1", 40/A, KHB Industrial Area, Yelahanka New Town,  
Bengaluru - 560 064, India. T +91 - 80 4180 5721 / F +91 80 4050 1921

www.slkgroup.com

CIN: U72200KA2000PTC027503

contact@slkgroup.com

REDMI NOTE 6 PRO  
MI DUAL CAMERA

**SLK Software Services Pvt. Ltd.,**

SLK Green Park, SEZ UNIT II, 4th, 5th, 6th & 7th Floor Tower-A,  
Amin Properties LLP SEZ, Sy No.19, 20, 20/1,  
Pujanahalli Village, Devanahalli Taluk,  
Bangalore Rural - 562 110, India  
T +91 80 4180 5721 / 6690 4721, F +91 80 4050 1921



Date: 28th Feb 2020

Dear Ratna Sree Valti Kollu

Congratulations!! We welcome you to join the team having vision to excel.

We have pleasure in offering to hire you to the position of a "Trainee", Grade T1 Subject to the terms of this offer.

Your annual compensation (CTC) will be as given below.

- INR 320,000 (Three Lakh Twenty Thousand Only) per annum.
- Your compensation will be reviewed after 12 months completion of your joining, based on your performance.

SLK reserves the right, at its sole discretion, to appoint you either at the parent SLK Software or its subsidiary VFI SLK Global. You will be informed on the specific entity that you will be appointed for and an offer letter for the same will be issued with the terms and conditions prior to your joining date, subject to you meeting your obligations herein agreed.

This offer is conditional and subject to the following terms and conditions:

- Evidence and confirmation on successful completion of degree
- Satisfactory verification of your identity, address, previous employment/(s) and education qualification
- Satisfactory clearing certain medical tests at medical laboratory identified by SLK. Details of medical test and medical laboratory details will be mailed to you along with joining date confirmation letter
- Signing an agreement to serve the company for a period of 2 years from the date of joining.

The exact date of joining will be communicated to you at a later date.

Yours sincerely,

*N. Sangeetha Ponnappa*

**N Sangeetha Ponnappa (Associate Vice President – HRM)**

Encl. 1. List of documents required at the time of joining

I agree and accept the terms and conditions of my prospective employment as mentioned above.

Signature: \_\_\_\_\_  
Candidate Name

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

**Regd. Office:** SLK Software Services Pvt. Ltd, "SLK1", 40/A, KHB Industrial Area, Yelahanka New Town,  
Bengaluru -560 064, India. T+91 - 80 4180 5721 / F +91 80 4050 1921

www.slkgroup.com

CIN: U72200KA2000PTC027503

contact@slkgroup.com

**SLK Software Services Pvt. Ltd.,**

SLK Green Park, SEZ UNIT II, 4th, 5th, 6th & 7th Floor Tower-A,

Amara Properties LLP SEZ, Sy No.19, 20, 20/1,

Pujanahalli Village, Devanahalli Taluk,

Bangalore Rural - 562 110, India

T - 91 80 4180 5721 / 6690 4721, F +91 80 4050 1921

**SLK**

Date: 28th Feb 2020

Dear **Nirmala Paul**

Congratulations!! We welcome you to join the team having vision to excel.

We have pleasure in offering to hire you to the position of a "Trainee", Grade T1 Subject to the terms of this offer.

Your annual compensation (CTC) will be as given below.

- INR 320,000 (Three Lakh Twenty Thousand Only) per annum.
- Your compensation will be reviewed after 12 months completion of your joining, based on your performance.

SLK reserves the right, at its sole discretion, to appoint you either at the parent SLK Software or its subsidiary VFI SLK Global. You will be informed on the specific entity that you will be appointed for and an offer letter for the same will be issued with the terms and conditions prior to your joining date, subject to you meeting your obligations herein agreed.

This offer is conditional and subject to the following terms and conditions:

- Evidence and confirmation on successful completion of degree
- Satisfactory verification of your identity, address, previous employment/(s) and education qualification
- Satisfactory clearing certain medical tests at medical laboratory identified by SLK. Details of medical test and medical laboratory details will be mailed to you along with joining date confirmation letter
- Signing an agreement to serve the company for a period of 2 years from the date of joining.

The exact date of joining will be communicated to you at a later date.

Yours sincerely,

*N Sangeetha Ponnappa*

**N Sangeetha Ponnappa (Associate Vice President - HRM)**

Encl. 1. List of documents required at the time of joining

I agree and accept the terms and conditions of my prospective employment as mentioned above.

Signature: \_\_\_\_\_  
Candidate Name

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

Regd. Office: SLK Software Services Pvt. Ltd, "SLK1", 40/A, KHB Industrial Area, Yelahanka New Town,  
Bengaluru - 560 064, India. T+91 - 80 4180 5721 / F +91 80 4050 1921

www.slkgroup.com

CIN: U72200KA2000PTC027503

contact@slkgroup.com





Head Placements ANITS  
to me

Sat, Aug 3, 1:52 PM (2 days ago)

Warm Regards

**P.V.Srinivasa Sarma**

Head - Corporate Relations  
Anil Neerukonda Institute of Technology & Sciences (ANITS)  
Sangivalasa, Bheemunipatnam  
Visakhapatnam-531 162 AP

Mobile : + 91 73307 89891 / 9701082509

Mail ID: [dean.placements@anits.edu.in](mailto:dean.placements@anits.edu.in)

Direct : +91 8933 225086 Board : +91 8933 225083- 84 Extn: 275

[www.anits.edu.in](http://www.anits.edu.in)

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

From: GIRISH Annie <[annie.girish@soprasteria.com](mailto:annie.girish@soprasteria.com)>

Date: Thu, Aug 1, 2019 at 7:02 PM

Subject: Results: Sopra Steria Pooled Campus-GITAM University-Vizag-27th Jul'19,Saturday

To: [directorplacementsgitam@gmail.com](mailto:directorplacementsgitam@gmail.com) <[directorplacementsgitam@gmail.com](mailto:directorplacementsgitam@gmail.com)>, [dean.placements@anits.edu.in](mailto:dean.placements@anits.edu.in) <[dean.placements@anits.edu.in](mailto:dean.placements@anits.edu.in)>, [pvenkatarao@gypce.ac.in](mailto:pvenkatarao@gypce.ac.in) <[pvenkatarao@gypce.ac.in](mailto:pvenkatarao@gypce.ac.in)>Cc: R Premkumar <[r.premkumar@soprasteria.com](mailto:r.premkumar@soprasteria.com)>

Dear All,

We thank you for your patience while we were arriving at a decision. Please find below the list of candidates who have been shortlisted for offer.

LOIs would be shared at their respective email ids with a copy to the TPO.

Would like to thank Mr. Gurumoorthy and GITAM for the phenomenal support provided to ensure that the process is seamless.

Sl No	Name	College Name
1	Abbireddi V Sai Meghana	GITAM
2	Varun Shekhar	GITAM
3	Kadiyala Jayasimha	GITAM
4	Konapala Hemanth Kumar	GITAM
5	Deepak Swaminathan	GITAM
7	Mokara Ramesh	GITAM
8	S Roshan	GITAM
9	Chintapalli Veera Venkata Vijaya Bhaskar	GITAM
6	Yadagiri Kusuma Syamala	GVP College of Engg
10	Yasarla Sivaramakrishna	GVP College of Engg
11	Malla Akhila	GVP College of Engg
12	Rupika Peela	GVP College of Engg
13	Lanka Venkata Siva Sai Rohith	GVP College of Engg
14	Nagulu Sai Sruthi	GVP College of Engg
15	Neelima Gopiseti	GVP College of Engg
16	Pothamsetti Navya Geethika	GVP College of Engg
17	Matcha Tarun Teja	GVP College of Engg
18	Marni Sai Reshma	GVP College of Engg
19	Avvaru Poojitha	GVP College of Engg
20	Sai Sujana Maruvada	GVP College of Engg
22	V R Haritha	GVP College of Engg
23	Yerni Sandhya Penta	GVP College of Engg
24	Maddinala Veera Vanitha	GVP College of Engg
21	Gunnabathula Tirumalesh	ANITS

Regards,

Annie

Steria (India) Limited  
Seaview Special Economic Zone, Building 4  
Plot No. 20 & 21, Sector - 135  
Gautam Buddh Nagar, Noida (U.P.) - 201304, India  
T. +91 120 302 1330  
[www.soprasteria.in](http://www.soprasteria.in)

02 August 2019

Mr Gunnabathula Tirumalesh

## Subject: Letter of Intent

Dear Tirumalesh,

### Congratulations!

With reference to your interview with us, we are pleased to inform you that you have been selected for an employment with Steria (India) Limited a part of Sopra Steria Group ("Sopra Steria" or "Company").

This is an indicative offer and we expect to release the formal appointment letter upon your joining our organization subject to your acceptance of the terms of appointment and completion of prescribed formalities at the time of joining.

The brief terms of employment are mentioned below. The detailed terms and conditions document will form part of your Appointment letter.

1. Your job title will be **Engineer Trainee**.
2. Your compensation would be **INR 400000** per annum. Break-up of the Annual Salary will be given to you in your Appointment Letter at the time of joining.
3. Your initial place of work will be at any one of the offices of Sopra Steria in India. Further, the Company reserves the right to change your place of work to any location, within its Group companies, in India or Europe, depending upon business requirements.
4. This Letter of Intent is valid subject to your Degree qualification, course completion with minimum of 60% aggregate marks.
5. On joining, you will be required to execute a bond of INR 200,000 to serve the Company for a minimum period of 36 months (including Training Period).

The Company reserves the right to change/modify/cancel the terms and conditions of employment, as it deems fit, including changes that may be required to comply with tax, employment and other legislation, or as a consequence of changes to administration procedures.

The company further reserves the right to conduct a third party background verification on the information supplied by you during your selection process and if upon verification, at the time of appointment or at a later date, it is found that you have furnished wrong information, your services with the Company will be liable for termination.

The validity of this offer is subject to your joining us on or before **July - September 2020**.

Please sign the duplicate copy of this Letter of Intent and return it to us as way of acknowledgement and acceptance of its terms.

We look forward to your joining our organization at the earliest.

Regards,

For **Steria (India) Limited**



Authorised Signatory

Accepted and Confirmed

Name : ..... Father's Name : .....  
Signature : ..... Date : .....  
Contact Details : .....

## Fwd: Sunera Tech Campus drive final shortlist\_Vishakhapatnam

Thu, Mar 5, 2020 at 11:26

Placement Team <anitstnp@gmail.com>  
Draft

From: placements <placements@lendi.org>  
 Date: Sat, Feb 22, 2020 at 5:30 PM  
 Subject: Sunera Tech Campus drive final shortlist\_Vishakhapatnam  
 To: ANITS Placements <dean.placements@anits.edu.in>, Dean T&P (MVGR) <deantp@mvgrce.edu.in>, Training & Placement Officer <cecplacementofficer@gmail.com>, Dr Venkat Rao <tnp@gvpce.ac.in>, <adari.nagendra@gvpcew.ac.in>

Der TPO,

It was a pleasure to work with you for our 2020 Campus Hiring programme. Based on the interviews conducted, sharing the results of the Vishakhapatnam drive

Following is the final shortlist:

Location: Vishakhapatnam, Lendi College

S.No	Full name	E-mail id	Contact No	College name	Status
1	Guntuku Bhagyasree	<a href="mailto:bhagyasree238@gmail.com">bhagyasree238@gmail.com</a>	6301971711	Maharaj Vijayram Gajapathi Raj College Of Engineering	Select
2	Balla Usha Sri	<a href="mailto:ushasriballa3@gmail.com">ushasriballa3@gmail.com</a>	9949814917	ANITS	Select
3	Lohitha Phani Sai Durga Mane	<a href="mailto:lohithamane@gmail.com">lohithamane@gmail.com</a>	9133225519	Gayatri Vidya Parishad College of Engineering for Women	Select
4	Sai Sowmya Doppa	<a href="mailto:sowmyasrinivas1357@gmail.com">sowmyasrinivas1357@gmail.com</a>	8919312302	Sri chaitanya engineering college	Select

G.Prakash babu  
 Dean-Training & Placement,  
 LENDI Institute of Engineering and Technology,

**Fwd: Congratulations!! You are a TCS Ninja now || HackQuest 4.0**

SATHAR SK &lt;sathar.cse@anits.edu.in&gt;

To: "Dr.R. Sivaranjani" &lt;hod\_cse@anits.edu.in&gt;, G Jagadish &lt;gjagadish.cse@anits.edu.in&gt;, "Dr. Dattasri Nistala" &lt;dean.placements@anits.edu.in&gt;, ANITS Placements &lt;anitstnp@gmail.com&gt;

Mon, Jan 20, 2020 at 10:42 AM

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

From: 316126510136 DAMMALA JAGADISH &lt;djagadish.16.cse@anits.edu.in&gt;

Date: Mon, Jan 20, 2020 at 10:41 AM

Subject: Fwd: Congratulations!! You are a TCS Ninja now || HackQuest 4.0

To: &lt;Sathar.cse@anits.edu.in&gt;

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

From: Shakti Nandan &lt;shakti.nandan@tcs.com&gt;

Date: Tuesday, January 14, 2020

Subject: Congratulations!! You are a TCS Ninja now || HackQuest 4.0

To:

Cc: Mrinalini 5 &lt;mrinalini.5@tcs.com&gt;, Dharmender K2 &lt;dharmender.k2@tcs.com&gt;

Dear Candidate,

Greetings from TCS!

**Congratulations for making it through the TCS HackQuest recruitment process !**

You have been selected for the TCS Ninja profile. Your offer letter will be sent to you on your TCS Nextstep portal in a few days.

Request you to action on it within the stipulated time after you receive the offer letter.

Kindly ignore the mail incase you have already received the same.

Welcome to the TCS side of life!

Regards

Shakti Nandan

Talent Acquisition Group

Mumbai Campus Team

Tata Consultancy Services Limited

Yantra Park -(STPI), 2nd Pokharan Road,

Opp HRD Voltas Center, Subash Nagar

Thane - 400601, Maharashtra

Mailto: shakti.nandan@tcs.com

Website: <http://www.tcs.com>.xperience certainty. IT Services  
Business Solutions  
Consulting

=====  
Notice: The information contained in this e-mail message and/or attachments to it may contain confidential or privileged information. If you are not the intended recipient, any dissemination, use, review, distribution, printing or copying of the information contained in this e-mail message and/or attachments to it are strictly prohibited. If you have received this communication in error, please notify us by reply e-mail or telephone and immediately and permanently delete the message and any attachments. Thank you

--  
SK.SATHAR  
CSE DEPT  
ANITS.



Offer: Computer Consultancy  
Ref: TCSLCT221192558481/Hyderabad  
Date: 13/05/2019

Ms. Geetha Nalini Rajagiri  
B1-4-BAMVenkataraotham,  
Wakurathur,  
Vistarakatatanam-520011,  
Andhra Pradesh.  
Tel# 2-89497243576

Dear Geetha Nalini Rajagiri,

**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) 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.

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  
TCSLCT221192558481

1

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Decorum, No. 7 Software Units Layout, Madhapur, Hyderabad 500 089 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: 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 ₹10,200/- per month.

### **BOUQUET OF BENEFITS (BoB)**

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

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

#### **1. House Rent Allowance (HRA)**

Your HRA will be ₹4,080/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

#### **2. Leave Travel Allowance**

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

#### **3. Personal Allowance**

You will be eligible for a monthly personal allowance of ₹7,570/- per month. This component is subject to review and may change as per TCSL's compensation policy.

#### **4. Food Card**

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

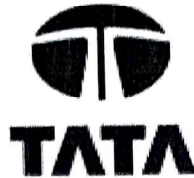
TCS Confidential  
TCSL/CT20192656481

2

## **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



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

## **PERFORMANCE PAY**

### **Monthly Performance Pay**

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

### **Quarterly Variable Allowance**

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

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

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

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

## **CITY ALLOWANCE**

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

## **XPLORE/ LEARNING INCENTIVES**

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

## **OTHER BENEFITS**

### **Health Insurance Scheme**

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

TCS Confidential  
TCSL/CT20192656481

**TATA CONSULTANCY SERVICES**

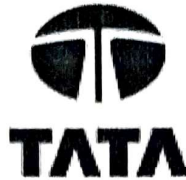
**Tata Consultancy Services Limited**

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



HIS offers the following benefits:

**1. Basic Cover**

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

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

**2. Higher Hospitalisation**

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

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

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

**Maternity Leave**

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

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

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

**Loans**

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

**Professional Memberships**

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

**TCS Confidential**

TCSL/CT20192656481

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

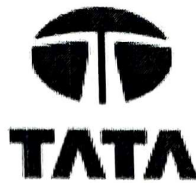
Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

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





## 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.

TCS Confidential  
TCSL/CT20192656481

5

## **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



### 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.

TCS Confidential  
TCSL/CT20192656481

## 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



#### **8. Alternative Occupation / Employment**

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

#### **9. Confidentiality Agreement**

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

#### **10. Service Agreement**

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

#### **11. Overseas International Assignment Agreement**

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

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

#### **12. Terms and Conditions**

The above terms and conditions are specific to India and there can be changes to the



said terms and conditions in case of deputation on international assignments.

**13. TATA Code of Conduct**

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

**14. Notice Period**

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

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

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

**15. Retirement**

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

**16. Pre-employment Medical Certificate**

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

**17. Employment of Non Indian Citizens**

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

**18. Background Check**

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

TCS Confidential

TCSL/CT20192656481

**TATA CONSULTANCY SERVICES**

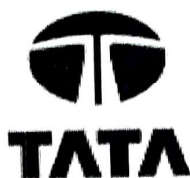
**Tata Consultancy Services Limited**

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



background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

#### 19. Submission of Documents

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

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

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

The original documents will be returned to you after verification.

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

TCS Confidential  
TCSL/CT20192656481

**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



documents

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

## 20. TCS Xperience Program

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

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

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

## 21. Letter of Appointment

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

## 22. Rules and Regulations of the Company

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

## 23. Compliance to all clauses

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

TCS Confidential  
TCSL/CT20192656481

10

## **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



**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.

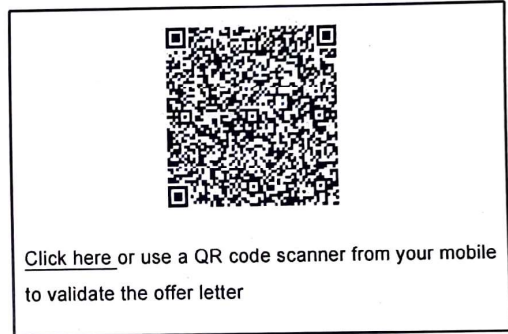
Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

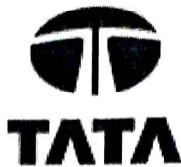
Yours Sincerely,

● 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

Name	Geetha Nalini Rajagiri
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	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
<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	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
<b>TOTAL GROSS</b>	27,415	3,36,875
Xplore/ Learning Incentive****		Upto 60,000

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

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

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

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

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

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
<b>GROSS BOUQUET OF BENEFITS</b>	13,000	1,56,000

TCS Confidential  
TCSL/CT20192656481

**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





## Annexure 2

<b>Ahmedabad</b> <b>Lead – ILP</b> Tata Consultancy Services Limited, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	<b>Bangalore</b> <b>Lead - ILP</b> Tata Consultancy Services Limited, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka
<b>BUBANESHWAR</b> <b>Lead – ILP</b> Tata Consultancy Services Limited, Barabati, IRC Block, Ground Floor, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	<b>Chennai</b> <b>Lead – ILP</b> Tata Consultancy Services Limited, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
<b>DELHI – Gurgaon</b> <b>Lead - ILP</b> Tata Consultancy Services Limited, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	<b>DELHI – Noida</b> <b>Lead - ILP</b> Tata Consultancy Services Limited, Plot No. A-44 & A-45, Ground, 1st to 5th Floor & 10th floor, Galaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
<b>Guwahati</b> <b>Lead – ILP</b> Tata Consultancy Services Limited, 5th Floor, NEDFi House, G.S. Road, Dispur, Guwahati - 781006,Assam	<b>Hyderabad</b> <b>Lead - ILP</b> Tata Consultancy Services Limited, Q City, Nanakramguda, Hyderabad,
<b>INDORE</b> <b>Lead - ILP</b> Tata Consultancy Services Limited, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	<b>KOLKATA</b> <b>Lead - ILP</b> Tata Consultancy Services Limited, Ecospace 18 building, 2nd Floor, Plot - IIF/12, New Town, Rajarhat, Kolkata - 700160, West Bengal OR Auditorium,2nd Floor, Wanderers Building, Delta Park - Lords
<b>KOCHI</b> <b>Lead - ILP</b> Tata Consultancy Services Limited, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	<b>MUMBAI</b> <b>Lead - ILP</b> Tata Consultancy Services Limited, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane West, Thane, Maharashtra - 400606
<b>NAGPUR</b> <b>Lead - ILP</b> Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	<b>PUNE</b> <b>Lead - ILP</b> Tata Consultancy Services Limited, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra
<b>Trivandrum</b> <b>Lead – ILP</b> Tata Consultancy Services Limited, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581	



**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

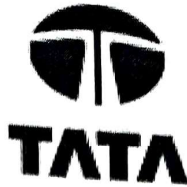
Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except 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.

**Fwd: Updated TCS selects list - Reg.**

Head Placements ANITS <dean.placements@anits.edu.in>  
To: ANITS Placements <anitstnp@gmail.com>

Mon, Nov 18, 2019 at 10:02 AM

Warm Regards

**P.V.Srinivasa Sarma**

Head - Placements  
Anil Neerukonda Institute of Technology & Sciences (ANITS)  
Sangivalasa, Bheemunipatnam  
Visakhapatnam-531 162 AP

Mobile : + 91 73307 89891 / 9701082509  
Mail ID: dean.placements@anits.edu.in  
Direct : +91 8933 225052 Board : +91 8933 225083- 84 Extn: 225  
[www.anits.edu.in](http://www.anits.edu.in)

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

From: Head Placements ANITS <dean.placements@anits.edu.in>  
Date: Wed, Nov 6, 2019 at 7:29 PM  
Subject: Fwd: Updated TCS selects list - Reg.  
To: teampacements <teampacements@anits.edu.in>

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

From: Head Placements ANITS <dean.placements@anits.edu.in>  
Date: Wednesday, November 6, 2019  
Subject: Updated TCS selects list - Reg.  
To: HOD's of All Departments <hods@anits.edu.in>, T V Hanumantha Rao <proftvhr@anits.edu.in>, prof Manmadha rao manmadharao <profmanmadharao.ece@anits.edu.in>

Dear Sir,

Herewith enclosed, the final list of TCS selects through TCS code vita and NQT offer the role of Ninja, there is No TCS digital selects this time. A total of 154 selects 139 from NQT and 15 of Code Vita.

Warm Regards

**P.V.Srinivasa Sarma**

Head - Corporate Relations  
Anil Neerukonda Institute of Technology & Sciences (ANITS)  
Sangivalasa, Bheemunipatnam  
Visakhapatnam-531 162 AP

Mobile : + 91 73307 89891 / 9701082509  
Mail ID: dean.placements@anits.edu.in  
Direct : +91 8933 225086 Board : +91 8933 225083- 84 Extn: 275  
[www.anits.edu.in](http://www.anits.edu.in)

P V Srinivasa Sarma  
Head - Corporate relations;  
Direct Number:+91 8933 225086  
+91 73307 89891 ; +91 9701082509 dean.placements@anits.edu.in ;

 TCS SELECTS 2020 with Regd No. 06-11-2019.xlsx  
625K

SNO.	REGD NO	Name	BRANCH	DOB
1	316126510001	Arasavilli Mohan	B.Tech - CSE	TCS
2	316126510012	Gondesi Vamsikrishna Reddy	B.Tech - CSE	TCS
3	316126510020	Kenguva Manikanta	B.Tech - CSE	TCS
4	316126510023	Kurmala Sai Sankar	B.Tech - CSE	TCS
5	316126510026	Mahammad Sajid Basha	B.Tech - CSE	TCS
6	316126510027	Manjeti Sushma	B.Tech - CSE	TCS
7	316126510028	Matcha Venkatesh	B.Tech - CSE	TCS
8	316126510029	Moolaveesala V Raghava Nikhil	B.Tech - CSE	TCS
9	316126510033	Namala Mounica	B.Tech - CSE	TCS
10	316126510034	Nelapudi Ajay Raj	B.Tech - CSE	TCS
11	316126510043	Prema Durga Sravan Sai	B.Tech - CSE	TCS
12	316126510053	Surisetty Dinisha	B.Tech - CSE	TCS
13	316126510067	Botcha Jayachandra	B.Tech - CSE	TCS
14	316126510072	Durga Saiesh	B.Tech - CSE	TCS
15	316126510078	Gottumukkala Ravi Varma	B.Tech - CSE	TCS
16	316126510099	Nakka Mohan	B.Tech - CSE	TCS
17	316126510103	Polipalli Sunil Kumar	B.Tech - CSE	TCS
18	316126510106	Rajagiri Geetha Nalini	B.Tech - CSE	TCS
19	316126510111	Sai Teja Polisetty	B.Tech - CSE	TCS
20	316126510122	Aditya Adida	B.Tech - CSE	TCS
21	316126510125	Barla Sarat Sasank	B.Tech - CSE	TCS
22	316126510128	Boddapu Venkata Satya Sai	B.Tech - CSE	TCS
23	316126510131	Chsai Jyoshna	B.Tech - CSE	TCS
24	316126510137	Dandu Saikumar	B.Tech - CSE	TCS
25	316126510144	Karedla Satyadevi Kuladeep Kumar	B.Tech - CSE	TCS
26	316126510155	Matcha Saikrishna	B.Tech - CSE	TCS
27	316126510157	Meghana Santoshi Janapareddy	B.Tech - CSE	TCS
28	316126510164	Naren Sai Krishna Kandimalla	B.Tech - CSE	TCS
29	316126510165	Ninisha Galla	B.Tech - CSE	TCS
30	316126510172	Routhu Venkatesh	B.Tech - CSE	TCS
31	316126510175	Sri Mounika Maddila	B.Tech - CSE	TCS
32	316126510177	Tata Manogna	B.Tech - CSE	TCS
33	316126510179	Uppada Kalpana	B.Tech - CSE	TCS
34	316126510189	Nandikota Dimple Sai Keerthana	B.Tech - CSE	TCS
35	316126510193	Sridhar Seepana	B.Tech - CSE	TCS
36	316126510196	Ganireddy Jayaram	B.Tech - CSE	TCS
37	316126511010	Chandaka Upendra	B.Tech - IT	TCS
38	316126511023	Jillidimudi Sowmya	B.Tech - IT	TCS
39	316126511025	Kondepudi V V Chaitanya Kumar	B.Tech - IT	TCS
40	316126511026	Konduru Alisha	B.Tech - IT	TCS
41	316126511027	Kosuru Pushpa Priyanka	B.Tech - IT	TCS
42	316126511042	Sabbavarapu Navya	B.Tech - IT	TCS
43	316126511044	Sakala Rama	B.Tech - IT	TCS
44	316126511046	Seelam Eshita Kamalavalli	B.Tech - IT	TCS
45	316126511052	Tangudu Sujala	B.Tech - IT	TCS
46	316126511059	Vysyaraju Kavya	B.Tech - IT	TCS
47	316126511061	Ande Lakshmi Meghana	B.Tech - IT	TCS
48	316126511079	Gali Vineela	B.Tech - IT	TCS
49	316126511080	Garapati Akanksha	B.Tech - IT	TCS
50	316126511081	Gattupalli Venkata Hari Hara Deepak	B.Tech - IT	TCS
51	316126511082	Gembali Satyasainath	B.Tech - IT	TCS
52	316126511097	Moka Saisree	B.Tech - IT	TCS
53	316126511108	Saka Pravallika	B.Tech - IT	TCS
54	316126511114	Talasu Srinivas	B.Tech - IT	TCS
55	316126512002	Chidagam Mounika	B.Tech - ECE	TCS
56	316126512004	Deva Harshitha	B.Tech - ECE	TCS
57	316126512011	Chintakayala Nalanda	B.Tech - ECE	TCS
58	316126512020	Gorty Sree Lalitha	B.Tech - ECE	TCS
59	316126512023	Sai Nikhitha	B.Tech - ECE	TCS
60	316126512031	Maddukuri Satya Sai Naga Kshetra Sree	B.Tech - ECE	TCS
61	316126512038	Dumpa Kasivishwanadham	B.Tech - ECE	TCS
62	316126512039	Nethala Greeshma	B.Tech - ECE	TCS

SNO.	REGD NO	Name	BRANCH	DOB
63	316126512040	Nidadavolu Niharika	B.Tech - ECE	TCS
64	316126512045	Pilaka Akhil	B.Tech - ECE	TCS
65	316126512048	Ravada Sai Mani	B.Tech - ECE	TCS
66	316126512055	Vendra Sai Sandeep	B.Tech - ECE	TCS
67	316126512063	Agnihotram Sai Bhargavi	B.Tech - ECE	TCS
68	316126512074	Ellapu Mounika	B.Tech - ECE	TCS
69	316126512078	Guttikonda Rohitha	B.Tech - ECE	TCS
70	316126512080	Jalumuru Swathi	B.Tech - ECE	TCS
71	316126512084	Komati Jyothi Sirisha	B.Tech - ECE	TCS
72	316126512094	Gorle Madhavi	B.Tech - ECE	TCS
73	316126512104	Penke Harsha Vardhan	B.Tech - ECE	TCS
74	316126512106	Potnuru Sandhya	B.Tech - ECE	TCS
75	316126512109	Sai Srinivas Sirimiseti	B.Tech - ECE	TCS
76	316126512115	Etcherla Kesava Rao	B.Tech - ECE	TCS
77	316126512116	Vaka Sree Preeti	B.Tech - ECE	TCS
78	316126512122	Addagarla Sai Krishna	B.Tech - ECE	TCS
79	316126512128	Dharma Praneeth Bandaru	B.Tech - ECE	TCS
80	316126512134	Gokarakonda Monika	B.Tech - ECE	TCS
81	316126512137	Istarla Hadasa Preethi	B.Tech - ECE	TCS
82	316126512138	Iswarabhottla Aravind Sastry	B.Tech - ECE	TCS
83	316126512139	Jaldu Atchuta Santosh Sampreeth	B.Tech - ECE	TCS
84	316126512140	Jonnada S V Sai Kiran	B.Tech - ECE	TCS
85	316126512141	Kandarpa Sai Naveen	B.Tech - ECE	TCS
86	316126512142	Karra Sai Kalyan	B.Tech - ECE	TCS
87	316126512143	Karri Sai Swapnika	B.Tech - ECE	TCS
88	316126512146	Koduru Karthik	B.Tech - ECE	TCS
89	316126512147	Kotha Satya Venkata Madhav	B.Tech - ECE	TCS
90	316126512148	L Tarun	B.Tech - ECE	TCS
91	316126512150	Malla Vinethra Naidu	B.Tech - ECE	TCS
92	316126512157	Netinti Vamsi Ramakrishna	B.Tech - ECE	TCS
93	316126512171	Temburu Pavan	B.Tech - ECE	TCS
94	316126512172	Tulagapu Sarathkumar	B.Tech - ECE	TCS
95	316126512182	Micherla Pavan Kumar	B.Tech - ECE	TCS
96	316126512184	Garikina Sai Bhavani	B.Tech - ECE	TCS
97	316126512198	Kotipalli Jogendra Manoj Kumar	B.Tech - ECE	TCS
98	316126512203	Tanakala Madanmohan	B.Tech - ECE	TCS
99	316126512205	Vennala Keerthi	B.Tech - ECE	TCS
100	316126514009	Chintala Gokul Alok Vardhan Sanjay	B.Tech - EEE	TCS
101	316126514010	Dale Sai Sameera	B.Tech - EEE	TCS
102	316126514022	Kimidi Lalith Sri Sai Sandeep	B.Tech - EEE	TCS
103	316126514023	Kuppannagaru S S V S Likhitha Patnaik	B.Tech - EEE	TCS
104	316126514046	Polamarasetty Triveni	B.Tech - EEE	TCS
105	316126514047	Pureddy Mani Rama Kishore Reddy	B.Tech - EEE	TCS
106	316126514055	Tamminaina Anupama	B.Tech - EEE	TCS
107	316126514062	Ayenampudi Sushma	B.Tech - EEE	TCS
108	316126514076	Arundhathi Gedela	B.Tech - EEE	TCS
109	316126514086	Kona Kaushik	B.Tech - EEE	TCS
110	316126514134	Godavarthi Ranga Sushma	B.Tech - EEE	TCS
111	316126514136	Gudisa Yashwanth	B.Tech - EEE	TCS
112	316126514154	Mohammed Inayath	B.Tech - EEE	TCS
113	316126514161	Prakki Ram Mihir	B.Tech - EEE	TCS
114	316126514187	Patoju Krishna Tanuja	B.Tech - EEE	TCS
115	316126514190	Puthi Jaya Krishna	B.Tech - EEE	TCS
116	316126520005	Balaga Venkata Ramana	B.Tech- MECH	TCS
117	316126520031	Korada Swaroopa	B.Tech- MECH	TCS
118	316126520035	Malipeddi Narendra	B.Tech- MECH	TCS
119	316126520042	Nikhil Sai Bokka	B.Tech- MECH	TCS
120	316126520045	Pilla Rajani	B.Tech- MECH	TCS
121	316126520049	Yamini Sanapala	B.Tech- MECH	TCS
122	316126520061	A Sahithi	B.Tech- MECH	TCS
123	316126520070	Budidha Karunakar	B.Tech- MECH	TCS
124	316126520074	Gangula Kranthi Kiran	B.Tech- MECH	TCS



SNO.	REGD NO	Name	BRANCH	DOB
125	316126520076	Gelam Sai Dinesh	B.Tech- MECH	TCS
126	316126520082	Bhargav Kasa	B.Tech- MECH	TCS
127	316126520094	Mohammad Vazeer Ali Khan	B.Tech- MECH	TCS
128	316126520096	Mylapalli Devaki Nandan	B.Tech- MECH	TCS
129	316126520103	Pappu Divya Rama Sai Charan	B.Tech- MECH	TCS
130	316126520123	Badireddy Hemavardhan	B.Tech- MECH	TCS
131	316126520127	Doddi Mohan Murali Krishna	B.Tech- MECH	TCS
132	316126520162	Sampathirao Santhosh Kumar	B.Tech- MECH	TCS
133	316126520171	Tenneti Srivatsa	B.Tech- MECH	TCS
134	316126520175	Vemireddy Venkata Sai Chandrakanth Reddy	B.Tech- MECH	TCS
135	316126520203	Poola Venkat Pavan	B.Tech- MECH	TCS
136	316126520253	Garlapati Venkata Narasimha Sai Srinadh	B.Tech- MECH	TCS
137	316126520255	Shaik Mohammed Khaleel	B.Tech- MECH	TCS
138	315126520040	Dasari Rishi	B.Tech- MECH	TCS
139	316126508010	G Sai Raghavendra Nitish Kumar	B.Tech-CIVIL	TCS
140	316126510034	Nelapudi Ajay Raj	B.Tech - CSE	Tcs covevita
141	316126510050	Shiv Shankar Singh	B.Tech - CSE	Tcs covevita
142	316126510052	Sunkara Sai Tej	B.Tech - CSE	Tcs covevita
143	316126510076	Gadu Dinesh Kumar Naidu	B.Tech - CSE	Tcs covevita
144	316126510085	Jalluri Gnana Siva Sai	B.Tech - CSE	Tcs covevita
145	316126510124	Badam Venkata Datta Sai Sailendra	B.Tech - CSE	Tcs covevita
146	316126510133	Sampath Chodipilli	B.Tech - CSE	Tcs covevita
147	316126510168	Prakhya Dasari	B.Tech - CSE	Tcs covevita
148	316126510041	Pinninti Surya Teja	B.Tech - CSE	Tcs covevita
149	316126511022	Immidisetty Srikar	B.Tech - IT	Tcs covevita
150	316126511024	Kolluru Bala Gupta	B.Tech - IT	Tcs covevita
151	316126511071	Chilakalapalli Divya	B.Tech - IT	Tcs covevita
152	316126511090	Koduri N V S S R Krishna Sai	B.Tech - IT	Tcs covevita
153	316126511099	Nakka Veera Venkata Satish	B.Tech - IT	Tcs covevita
154	316126512121	Abdul Irfan	B.Tech - ECE	Tcs covevita

## Tech Mahindra Ltd – Campus Hiring 2020

Shefali Ladwa <SL00478579@techmahindra.com>  
To: Head Placements ANITS <dean.placements@anits.edu.in>

Thu, Jan 16, 2020 at 2:33 F

Dear Prof.,

PFB list of selected candidates from your college who participated in Pool drive @ Gitam college on 9<sup>th</sup> Jan'20.

USER_ID	FIRSTNAME	MNAME	LNAME	EMAIL_ID
1795TM0253	ESHITA	KAMALAVALLI	SEELAM	eshitakamalavalli77@gmail.com
1795TM0384	CHALLURI		SUHARIKA	suharikach1998@gmail.com
1795TM0075	SIRIGINEEDI	ESWARIKRUTHIKUSUMA	SRAVANI	kruthi.sirigineedi@gmail.com

[Quoted text hidden]

*Congratulations**PAH*

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

From: HR Techolution <[hr@techolution.com](mailto:hr@techolution.com)>

Date: Mon, Jan 20, 2020 at 3:29 PM

Subject: Re: Career Opportunity at Techolution | Campus Placements 2020

To: Head Placements ANITS <[dean.placements@anits.edu.in](mailto:dean.placements@anits.edu.in)>

Dear Sir,

We are pleased to inform you that we have finalized *Dinisha Surisetty* for the Associate Software Engineer role.

Please let us know of the date by when she would be available to join and we will roll out the offer accordingly. Also, please let us know if she would be interested to join as an intern immediately.

We have also shortlisted the following student and would like to interview them. Please let me know if he would be available for an interview tomorrow or on Wednesday:

- RONANKI CHAITANYA

Kindly let me know in case of any concerns or questions.

Thank you.

Regards,  
Sneha Rosalia Minj  
HR Associate  
M: +91 9100098966  
Techolution India Pvt. Ltd.

Sat, Jan 11, 2020 at 5:48 PM HR Techolution <[hr@techolution.com](mailto:hr@techolution.com)> wrote:

Dear Sir,

Please find below the interview details of the shortlisted students.  
The calendar invites for 14th January have been shared with them individually.

Bharathi Kundrapu - 14th January, 3:00 PM  
Dinisha Surisetty - 14th January, 5:00 PM

Kindly let me know in case of any questions.

Thank you.

Regards,  
Sneha Rosalia Minj  
HR Associate  
M: +91 9100098966  
Techolution India Pvt. Ltd.

# { } techolution India Pvt Ltd

Phoenix Primea, Tower A, 1st Floor, Road Number 2,  
Financial District, Nanakram Guda, Hyderabad, Telangana 500032  
Contact details: +91 9100098968 | [www.techolution.com](http://www.techolution.com) | [hr@techolution.com](mailto:hr@techolution.com)

PRIVATE & CONFIDENTIAL  
**OFFER LETTER**

Date: February 05th, 2020

Dear Dinisha Surisetty,

Congratulations! We are thrilled to have you join Techolution Family!

Through this offer by Techolution, we hope for a prolific growth and innovation during your tenure.

## FROM FINDING THE PURPOSE

A progressive thinker as well as a tech geek, Luv Tulsidas began to think of an idea called "High Velocity Product Development", which saw cognitive transcendence in technologies. In the summer of 2012, characterized by Luv's digital acumen, a foundation began to enable digital acceleration for hyper connected businesses to rise to the fore. It came to be called as Techolution, thus an evolution.

## TO MAKING HISTORY

The world is at a turning point, just on the brink of a dramatic digital revolution. Industrial age gone, digital age experienced; the twilight of the hyperconnected age is upon us. In hyper-connecting the industrial and digital ecosystems, we at Techolution are getting to be a part of the momentous transformation. Through our sharp work and brilliant people, we are empowering enterprises to make the leap to this new world as quickly and responsibly as possible. As we peer into the future – we are becoming even more smart and innovative, we are making history.

## HERE'S YOUR OPPORTUNITY

- **Designation:** Associate Software Engineer
- **Cost to the Company:** INR 8,00,000 per annum (INR 7,00,000 + INR 1,00,000)
- **Tentative Date of Joining:** June 1st, 2020
- **Leaves:** 18 Personal/Casual leaves per year
- **Full Participation in Employee Benefits**

# { } techolution India Pvt Ltd

Phoenix Primea, Tower A, 1st Floor, Road Number 2,  
 Financial District, Nanakram Guda, Hyderabad, Telangana 500032  
 Contact details: +91 9100098968 | [www.techolution.com](http://www.techolution.com) | [hr@techolution.com](mailto:hr@techolution.com)

Our workforce experiences an atmosphere at Techolution where innovation and growth are encouraged on an unprecedented scale. Here, you will find the opportunity to create a career doing what you love. Through an incredible package of employee benefits, we aim to support your health, financial wellbeing and future career.

## WORK FROM HOME

We believe in doing meaningful work. At Techolution, you will be empowered to work at your comfort. Wake up 10 minutes before work without worrying about getting dressed or rush-hour commute – switch on your laptop and work from home.

## HEALTH AND WELLNESS

Techolution offers a host of medical and wellness programs, and rational leaves to ensure that your physical and mental health is cultivated and nurtured.

## CASHLESS INSURANCE

Because we want you to thrive in your career at Techolution, we cover you with a cashless health insurance policy. It removes the hassles of paying cash at hospitals at the time of need as the insurance provider pays the hospitals directly for your medical expenses.

## OPEN DOOR POLICY

Our communications – as well as our doors – remain open for you.

## INTERNAL JOB POSTING

We let you decide your ambitions, make a difference and lead. You are free to express an interest in your career path, and we will guide and mentor you to enter your new role.

## THE REFRESHING PART OF THE JOB...

Hit the table tennis court indoor or cruise the adventure events outdoors. Forget the notion of a 'typical day' at Techolution – we keep you on your toes with grand dinners, contests, movies, sports and what not!

## FROM THE BOOK OF GLORY

200+ employees across India, US, Singapore, Mauritius and Africa.	50+ happy customers including Fortune 500 companies	#138 on the 2019 Inc. 5000 Fastest Growing Companies. Partner of Microsoft, Google, Pivotal
15 debates internally held on IoT, Artificial Intelligence and Cloud	Conducted 7 hackathons on emerging technologies to inspire campus students, employees and clients to break out of the day-to-day routine.	



India Pvt Ltd

Phoenix Prima, Tower A, 1st Floor, Road Number 2,  
Financial District, Nanakram Guda, Hyderabad, Telangana 500032  
Contact details: +91 9100098968 | [www.techolution.com](http://www.techolution.com) | [hr@techolution.com](mailto:hr@techolution.com)

### TERMS AND CONDITIONS OF EMPLOYMENT

**Employing Company:** Techolution India Private Limited ("Company")

**Name of Employee:** Dinisha Surisetty

**Job Title:** Associate Software Engineer

**Reporting Manager:** Dinesh Reddy Challa

**Tentative Date of Commencement:** June 1st, 2020

**Location:** Hyderabad

This Offer Letter includes all major terms and conditions which govern your appointment. You warrant that there are no contractual or other legal impediments which may prevent you commencing employment with the Company.

#### 1. COMMENCEMENT OF EMPLOYMENT

Your employment would be effective from *June 1st, 2020*. Your employment is contingent on the results of a background check which may include reference checks and verification of education and work history and also your acknowledgement of the terms and conditions of the Moonlighting Bond (**Annexure-II**) and execution of the same by both the parties to this Offer Letter. If the results of your background check reveal information that is inconsistent with the information furnished by you to the Company, this offer may be rescinded or your employment with the Company may be subject to immediate termination, at the discretion of the Company. Subject to the provisions mentioned in this Offer Letter, you shall be further made privy to additional relevant documentation as prerequisite to your commencement of the employment offered to you by the Company hereunder. This includes the Training and Development Bond you signed on joining as an intern.

#### 2. LOCATION

Your location shall be Hyderabad but you may be required to travel to other offices in India or abroad from time to time.

The Company may, after giving you reasonable notice, transfer or assign or send you to any place of business of the Company or its Group Company that may presently be operating, or which may subsequently be acquired or established, in any part of India or abroad. For the purposes of this Offer Letter, "Group Company" shall mean the collection of parent, subsidiary and/or associated companies of

# { } techolution India Pvt Ltd

Phoenix Primea, Tower A, 1st Floor, Road Number 2,  
Financial District, Nanakram Guda, Hyderabad, Telangana 500032  
Contact details: +91 9100098968 | [www.techolution.com](http://www.techolution.com) | [hr@techolution.com](mailto:hr@techolution.com)

the Company that function as a single economic entity through a common source of control and/or share the same director(s) in their respective board.

You may also require on a temporary basis to work at any client premises based in India or overseas.

### 3. DUTIES AND RESPONSIBILITIES

During your employment, you shall

- Devote the whole of your working time, attention and abilities to the business of the Company or any other Group Company;
- Diligently exercise such powers and perform such duties as may from time to time be assigned to you by the Company;
- Comply with all reasonable and lawful directions given to you by the Company;
- Report your own wrongdoing and any wrongdoing of any other employee or director of the Company or any Group Company immediately on becoming aware of it; and
- Use your reasonable endeavours to promote, protect, develop and extend the business of the Company or any Group Company.
- Not refuse to carry out any assignment solely on the ground that it has not been or does not form part of your usual duties and you shall not be entitled to any additional compensation for carrying out such assignment.

### 4. REMUNERATION

Your annual compensation will be **INR 8,00,000 (Eight Lakh Thousand Rupees Only)**. This amount will include basic salary, taxable and non-taxable allowances, benefits, perquisites and other social security and statutory payments.

A detailed breakdown of your compensation is provided in the **Annexure-I**.

Your annual fixed salary will be **INR 7,00,000 (Seven Lakh Rupees Only)**. This amount will be paid to you on a monthly basis in equal instalments subject to tax and other statutory/legal deductions, as applicable per prevalent laws and regulations.

As per current Company policy, performance review cycle is from *June to June* each year. The Company is under no obligation to award an increase following a performance review. There will be no review of salary after notice has been given by either party to terminate the Employment.

You are eligible for a performance based bonus of **INR 1,00,000 (which will be given to you with your annual appraisal in 2021)** of your annual compensation as mentioned in the first paragraph of this clause above. You must be on the Group Company's payrolls and should not be in the process of serving the requisite notice period as may be required by the provisions of this Offer Letter herein on the date



Phoenix Primea, Tower A, 1st Floor, Road Number 2,  
Financial District, Nanakram Guda, Hyderabad, Telangana 500032  
Contact details: +91 9100098968 | [www.techolution.com](http://www.techolution.com) | [hr@techolution.com](mailto:hr@techolution.com)

on which the payment of this incentive becomes due. Your statutory bonus shall stand subsumed in your Performance Based Incentive. For the purposes of this Offer Letter, "Performance-Based Incentive" shall mean a form of payment from Company to you which directly relates to your performance output and based upon the review of your performance by your manager at the Company.

Should you leave the company before completion of one (1) year, you shall be liable to pay back the joining bonus / relocation and accommodation expenses / visa charges provided to you pursuant to this Agreement.

The details of benefits that Company extends to its employees are as per the existing Company policy (ies) or as may be revised from time to time.

These benefits, perquisites and entitlements shall cease upon termination of your employment with the Company. They shall also cease if you take unpaid leave.

During your employment or upon termination of your employment for any reason, the Company may deduct from your pay, or from outstanding expenses claims, any over payments, outstanding debts or monies owed by you to the Company. The Company may also deduct the value of any Company property which has not been returned by you and you shall be liable for the remainder payment to the Company in the event that such deduction does not cover the value of the Company property.

#### **5. INSURANCE**

The Company offers Group Medical Insurance cover for yourself and your family (spouse and children only) subject to the terms and conditions of the scheme. Effective from the first day of the month following employment, you would be eligible to participate in the company's medical plan. The details of such a scheme is provided in the Employment Handbook. The Company reserves the right to change nature, content and coverage of the Medical Insurance Scheme or scheme provider prevalent Company policy from time to time.

#### **6. PROBATION**

You will initially be on probation for a period of 6 (Six) months from the actual date of your joining. The probation period may be extended by the management of the Company at its sole discretion.

#### **7. HOURS OF WORK**

You will be required to work, from Monday to Friday, for not less than forty five (45) hours of each week. In order to meet the needs of the business and work with international offices, you may be required to work additional hours from time to time and such hours will not accrue payment. The Company also reserves the right to alter or vary your working hours subject to consultation.

#### **8. RETIREMENT AGE**



The Company's normal retirement age is sixty two (62) years.

#### **9. TRAINING AND ORIENTATION**

The Group Company spans across geographies providing various services to its clients and you may be required to go through appropriate Induction, Training and Orientation along with any other necessary training programs from time to time. The training is given to ensure that you are conversant with the established practices followed by the Company on a worldwide basis. Your full cooperation is expected. The Company may, where deemed appropriate by it, require you to sign bonds and indemnities before imparting any and/or all requisite training to you.

#### **10. NON-DISCLOSURE & NON-DISPARAGEMENT**

You are required to safeguard and maintain utmost secrecy of all information and documents pertaining to the business, clients, and vendors of the Company which is provided to you during the course of your employment with the Company ("Confidential and Proprietary Information") in accordance with and in strict compliance with the Company's policies, and shall at all times act in compliance with all terms and conditions stated therein. Confidential and Proprietary Information will be used by you only in the ordinary course of business and may not be directly or indirectly disclosed or used without advance written authorization.

You shall not, other than in the proper course of your employment either during or after the termination of your employment, use for your own purposes, publish or otherwise disclose to any person any Confidential or Proprietary Information relating to the Company's affairs, finances or business, including any confidential information relating to the affairs, finances or business of any of the Company's clients, customers or suppliers or any other person.

You may not make any public announcements or disclosures of any information relating to the Company's affairs, finances or business, including information relating to the affairs, finances or business of its clients, customers or suppliers, without the prior written consent of the Company. This includes any public announcements or disclosures of information using the internet or other media. The confidentiality of our clients and customers is key to us and you must not use their names in any way to further your own position or promote yourself.

You agree that you will not make any statements, written or verbal, or cause or encourage others to make any statements, written or verbal, or release or cause or encourage others to release any document(s), that defame, disparage, or in any way criticize the business or business reputation, practices, or conduct of the Company and/or the Group Company, its employees, directors, or officers. You agree that this prohibition extends to statements, written or verbal, made to anyone, including but

# { } techolution India Pvt Ltd

Phoenix Primea, Tower A, 1st Floor, Road Number 2,  
Financial District, Nanakram Guda, Hyderabad, Telangana 500032  
Contact details: +91 9100098968 | [www.techolution.com](http://www.techolution.com) | [hr@techolution.com](mailto:hr@techolution.com)

not limited to Company's or Group Company's clients, suppliers, and personnel, internet audience, news media, competitors, vendors, and potential clients.

Any breach of these Non-Disclosure & Non-Disparagement provisions as mentioned herein is regarded very seriously and could lead to termination of employment. You acknowledge and agree that in the event of a breach of this Section, damages may not be an adequate remedy and Company will be entitled to injunctive relief to restrain any such breach, threatened or actual.

You shall not knowingly export directly or indirectly any U.S origin technical data to those countries for which a U.S and/or Indian export license is required under U.S and/or Indian Export Administration Regulations without obtaining from the U.S Department of Commerce and/or Indian Government a license authorizing to export.

This Confidentiality clause shall survive the termination of employment with the Company.

## 11. NON-SOLICITATION

For a period of one (1) year following the cessation of your employment, you agree not to directly or indirectly:

- (i) Employ or participate in the solicitation for employment of Company's employee and/or
- (ii) Solicit work from or become employed by or otherwise provide services to any client of the Company, without prior written permission of an authorized officer of the Company, provided, that at no time during your employment or after termination/cessation thereof, you shall conduct any such activity using the Confidential and Proprietary Information of the Company in any manner whatsoever.

## 12. NON-COMPETE

You agree not to accept employment or work or be directly or indirectly employed as an employee, contract employee, service provider or a consultant or by way of any other such arrangement with any entity which is engaged in or proposes to engage in any such activity similar to the business of the Company during your employment with the Company and within a period of one (1) year after termination of your employment with the Company for whatever cause or reason. Provided, further that, at no time during your employment or after termination/cessation thereof, you shall conduct any such activity using the Confidential and Proprietary Information of the Company in any manner whatsoever.

## 13. OUTSIDE EMPLOYMENT

During your employment with the Company, you must not, except with written prior permission, be personally employed or engaged in any capacity with any business other than the Company.



India Pvt Ltd

Phoenix Primea, Tower A, 1st Floor, Road Number 2,

Financial District, Nanakram Guda, Hyderabad, Telangana 500032

Contact details: +91 9100098968 | [www.techolution.com](http://www.techolution.com) | [hr@techolution.com](mailto:hr@techolution.com)

#### 14. PERSONAL DATA PROTECTION

By signing these Terms and Conditions of Employment you agree to the Company holding and processing, both electronically and manually, the personal data it collects in relation to you. This will be done for the purposes of the administration and management of its employees and for compliance with applicable procedures, laws and regulations.

#### 15. SOCIAL MEDIA

You acknowledge and agree that the Company may use your professional information, including but not limited to your role with the Company, your area of professional expertise, your name, your comments and/or your opinion on public media channels or social media channels or for any other marketing purposes. You agree that your information shared on the social or public media channels or any other marketing platform shall be governed by the terms and conditions of such respective media channel and/ or marketing platform and the Company shall bear no liability, direct or indirect, that may arise under the provisions mentioned herein.

#### 16. CONFLICTS OF INTEREST

During your employment with the Company you must not, except with the prior written permission of the Company belong to or have any financial interest in any business or organization which gives rise or may give rise to a conflict of interest. You must notify the Company as soon as possible if you become aware that such a conflict exists or may exist or if there is any potential for a conflict of interest arising.

#### 17. TERMINATION OF EMPLOYMENT

This Offer Letter is entered upon on the understanding that all information was given by you in the application/employee data form/during the interview, or data provided by you prior to or at the time of joining the Company is true and accurate. If it is found at any time that any information provided by you are not true and correct or that you have knowingly suppressed any information or if any other adverse or relevant information comes to light, the Company may terminate your employment at any time without compensation.

During the period of probation, the Company may terminate this Offer Letter by giving fifteen (30) days written notice to you or by payment of salary in lieu thereof. On confirmation, your employment with the Company may be terminated by either you or the Company by a prior written notice of three (3) months by the terminating party to the non-terminating party, although, Company may not accede to such a written notification to you, depending on the exigencies of work. Should the Company accede to a part or complete waiver of notice period, it reserves the right to require you to pay the Company salary for the period waived.

The Company also reserves the right to terminate your employment summarily without notice and/or payment in lieu if it has reasonable grounds to believe that you are guilty of misconduct or negligence,



Phoenix Primea, Tower A, 1st Floor, Road Number 2,  
Financial District, Nanakram Guda, Hyderabad, Telangana 500032  
Contact details: +91 9100098968 | [www.techolution.com](http://www.techolution.com) | [hr@techolution.com](mailto:hr@techolution.com)

or have committed any breach of this Offer Letter or act or omit, committing a violation of the rules and regulations of your employment and of the Company. Termination of this Offer Letter under this sub-paragraph would be without prejudice to:

- (i) The Company's right to claim damages it has suffered through this breach and
- (ii) Any other relief to which the Company may be entitled under contract, law or equity.

Misconduct will include without limitation:

- (i) Absence from service without prior notice in writing or without sufficient cause for seven (7) days or more;
- (ii) Non-adherence of Company policies; or
- (iii) Causing damage to the property or staff of the Company; or
- (iv) Actual or alleged criminal offence proven or as may be charged by the judiciary.

On termination the Company shall not have any further liability to you other than for remuneration, allowances and perquisites, which may have accrued prior to the effective date of termination of employment. Further, the Company shall have the right to set-off against amounts due to you based on your liability that arose, arises or may arise towards the Company.

On termination of employment, you must return to the Company, or its authorized representative, any Company property which may be in your possession or under your control. This includes but is not limited to, all documents in whatever form, electronic or otherwise, (including tapes and computer discs) received or made by you relating to the business of the Company (without taking copies or extracts), Company car, passes, computer, fax or keys.

The Company reserves the right to rescind this Offer Letter, contingent to business requirements, prior to the date of commencement of your obligations and services hereunder and you acknowledge that you have no claim and Company shall have no further liability towards you under the provisions mentioned herein in the event of such termination.

#### **18. EQUAL OPPORTUNITY EMPLOYMENT**

Techolution is an equal opportunity employer and abides by all orders, rules, regulations and laws prohibiting discrimination in employment on the basis of race, color, religion, sex, sexual orientation, age, national origin, disability, status as a covered veteran, (including Vietnam era, special disabled and other covered veterans). As an employee, you shall abide by all tenants of this provision.

#### **19. BACKGROUND VERIFICATION**

# { } techolution India Pvt Ltd

Phoenix Primea, Tower A, 1st Floor, Road Number 2,  
Financial District, Nanakram Guda, Hyderabad, Telangana 500032  
Contact details: +91 9100098968 | [www.techolution.com](http://www.techolution.com) | [hr@techolution.com](mailto:hr@techolution.com)

As mentioned hereinabove, a pre-joining background verification check will be done to verify your educational qualifications, place of stay (address), job experience and personal particulars. For this purpose, you are required to provide us with the necessary information and/or documentation. Our background verification team will contact you in due course to guide you through the pre-joining background verification process.

## 20. ENTIRE AGREEMENT

The terms of this Offer Letter shall be treated as a binding contract between you and the Company. Your joining will be contingent on your accepting additional terms specified in the Company's Employee Handbook and Company's Global Security, Confidentiality and Export Control Policy. Besides that you will be bound by the policies, rules and regulations enforced by the management from time to time in relation to conduct, discipline, leave, holidays or any matter relating to the service conditions which will be deemed as rules, regulations and orders as part of your terms of employment.

These terms and conditions of Employment supersede all prior arrangements, understandings and arrangements, both verbal and written between you and the Company and constitute the entire arrangement you and the Company in respect of the subjects described.

## 21. CHANGES TO THE TERMS

The management of the Company reserves the right to modify, alter or delete the existing service rules/policies or to introduce fresh service rules/policies which will be binding upon you.

## 22. GOVERNING LAW

This Offer Letter is governed by and construed in accordance with the laws of the Republic of India and all disputes, claims or proceedings between the parties relating to the validity, construction, performance or termination of this Offer Letter shall be subject to the exclusive jurisdiction of the Courts of Hyderabad.

On behalf of Techolution India Private Limited

**Shravan Molugu**  
*Director - Client Success*

Date:

# { } techolution India Pvt Ltd

Phoenix Primea, Tower A, 1st Floor, Road Number 2,

Financial District, Nanakram Guda, Hyderabad, Telangana 500032

Contact details: +91 9100098968 | [www.techolution.com](http://www.techolution.com) | [hr@techolution.com](mailto:hr@techolution.com)

I, hereby acknowledge that I have read the above Terms and Conditions of Employment and I am pleased to accept and confirm the offer of employment with Techolution India Private Limited and the Terms and Conditions of Employment.

I confirm that I shall commence employment on June 1st, 2020

Name:

Present Address (with pincode):

Permanent Address (with pincode):

Primary Contact Number:

Secondary Contact Number:

Signed:

Date:

# { } techolution India Pvt Ltd

Phoenix Primea, Tower A, 1st Floor, Road Number 2,  
Financial District, Nanakram Guda, Hyderabad, Telangana 500032  
Contact details: +91 9100098968 | [www.techolution.com](http://www.techolution.com) | [hr@techolution.com](mailto:hr@techolution.com)

## ANNEXURE-I

### COMPENSATION BREAKDOWN

	Annual (INR)	Monthly (INR)
<b>Gross Salary</b>	<b>700,000</b>	<b>58,333</b>
Basic + DA	420,000	35,000
HRA	168,000	14,000
Medical Allowance	15,000	1,250
Conveyance Allowance	19,200	1,600
Telephone Allowance	24,000	2,000
Special Allowance	53,800	4,483
	<b>700,000</b>	<b>58,333</b>
Deductions		
Professional Tax	2,400	200
Provident Fund - Employee Contribution	21,600	1,800
Provident Fund - Employer Contribution	21,600	1,800
<b>Take Home</b>	<b>654,400</b>	<b>54,533</b>

**Note:** Payment of prerequisites, allowances and reimbursements shall be subject to provision of Income Tax, as applicable.

**Selected Candidate from ANITS**

**Julia Singh / HR Torrecid India <julia.singh@torrecid.com>** Thu, Feb 6, 2020 at 2:26 PM  
To: "anitsnp@gmail.com" <anitsnp@gmail.com>, "shorabmallo@gmail.com" <shorabmallo@gmail.com>  
Cc: Joao Costa / Torrecid India <jcosta@torrecid.com>, Fredson D'souza / HR Torrecid India <fredson@torrecid.com>, Venianandhi I Nadar / HR Torrecid India <veni@torrecid.com>, Jyotsna Chauhan / HR Torrecid India <jyotsna@torrecid.com>

Dear Professor,

Greetings!!!!

With great pleasure, we are writing to inform you that 1 student has been selected from your Esteemed College. The Offer Letter attached with the mail for kind reference. The Selected candidate for the year 2020 - June is:-

1) **Mr. Shorab Mallo**

Heartiest congratulations to him!!!!

Thank You!!

Kind Regards,



**TORRECID**



**Julia Singh – Human Resource Department**

M: +917574001285 - e-mail: [julia.singh@torrecid.com](mailto:julia.singh@torrecid.com)

**Torrecid India Pvt Ltd**

Plot No. 29,30 & 31 GIDC Savli, Alindra, Taluka: Savli, Dist:Vadodara, Gujarat-391775

Phone: +912667676900

[www.torrecid.com](http://www.torrecid.com) / [www.inkcid.com](http://www.inkcid.com)

Este mensaje se dirige exclusivamente a su destinatario y puede contener información privilegiada o confidencial. Si no es vd. el destinatario indicado, queda notificado de que la utilización, divulgación y/o copia sin autorización está prohibida en virtud de la legislación vigente. Si ha recibido este mensaje por error, le rogamos que nos lo comunique inmediatamente por esta misma vía y proceda a su destrucción.

This message is intended exclusively for its addressee and may contain information that is confidential and protected by professional privilege. If you are not the intended recipient you are hereby notified that any dissemination, copy or disclosure of this communication is strictly prohibited by law. If this message has been received in error, please immediately notify us via e-mail and delete it.





**TORRECID INDIA PVT. LTD.**  
FRITS, GLAZES AND STAINS

06<sup>th</sup> February, 2020

Dear Mr. Shorab Mallo,

**Congratulations!!**

We are pleased to offer you the position of '**Techno-Marketing Trainee**' in our Company

The salary offered is **25,000 INR (Twenty Five Thousand Rupees)** gross per month

We look forward to welcome you on board on 15<sup>th</sup> June 2020

**Probation period for 1 Year from the joining date**

If our offer is acceptable, please give us the go ahead to process your appointment letter. If you have any queries, please feel free to contact us @ +91 7574001285

Your stint in Torrecid India Pvt. Ltd. will begin with a **Formation Programme** where you will be introduced to our **People, Products, Services, Mission and Values**

We look forward to welcoming you on board!

Regards,



**Ms. Julia Singh**  
Human Resource Department  
Torrecid India Pvt. Ltd  
Cell: +91 7574001285  
[www.torrecid.com](http://www.torrecid.com)  
[julia.singh@torrecid.com](mailto:julia.singh@torrecid.com)

Date: 3<sup>rd</sup> July 2019

To, D. Samyuktha  
D-Block, Vasanth Vihar Apartments  
Vizianagaram, PIN:- 535002

## Provisional offer of Employment

Dear Samyuktha,

It gives us immense pleasure in inviting you to join ValueLabs as one of its valuable members. We believe that organizations grow and flourish, fuelled by the enthusiasm and energy of the people who are willing to invest in the future. We are happy that you are one such employee joining us in our effort to create a truly global corporation.

You will be designated as "AI-band Software Engineer" your position will carry the following structure of compensation value:

- From the date of joining till the completion of **one (1) year** of service, the CTC will be 4.5 lacs per annum,
- Upon completion of **one (1) year of service** from the date of joining, the CTC will be revised to 5 lacs per annum,
- Upon completion of **two (2) years of service** from the date of joining, the CTC will be revised to 7 lacs per annum,
- Upon completion of **three (3) years** of service from the date of joining, the CTC revision will be subject to your performance and appraisals, as per the organization policies.

The total salary being paid by the Company shall include all elements/components of Gross compensation package, given in any form i.e. in cash or kind. We will give you the break-up of salary separately at the time of joining.

You designated date of joining would be 18<sup>th</sup> May 2020 request you to send the acceptance within two working days after receiving the offer.

Please note that this offer and your employment at ValueLabs shall be contingent upon satisfactory reference and background checks that may be conducted at any time from the date of this offer and shall include but is not limited to education, employment history etc.

Your association and employment at ValueLabs will be governed by various employee related policies and guidelines of the organization, as modified from time to time and by the terms of offer made in this letter, it will be also guided by the core values and beliefs of our organization. We are confident that you will contribute to the organization and its goals, add value through your roles and strengthen ValueLabs.

The above mentioned salary structure and the revisions contained therein are subject to the sole discretion of the organization, upon due evaluation and consideration of your conduct and performance as an employee.

Sincerely,

For ValueLabs LLP,

N. Lakshmi

Authorized Signatory

Date: 3<sup>rd</sup> July 2019

To, Sranya Yelleti  
20-181, Sriuvasagar  
Simhachalam Road, Vishakhapatnam

## Provisional offer of Employment

Dear Sranya,

It gives us immense pleasure in inviting you to join ValueLabs as one of its valuable members. We believe that organizations grow and flourish, fuelled by the enthusiasm and energy of the people who are willing to invest in to the future. We are happy that you are one such employee joining us in our effort to create a truly global corporation.

You will be designated as "N-band Software Engineer" your position will carry the following structure of compensation value:

- From the date of joining till the completion of **one (1) year** of service, the CTC will be 4.5 lacs per annum,
- Upon completion of **one (1) year** of service from the date of joining, the CTC will be revised to 5 lacs per annum,
- Upon completion of **two (2) years** of service from the date of joining, the CTC will be revised to 7 lacs per annum,
- Upon completion of **three (3) years** of service from the date of joining, the CTC revision will be subject to your performance and appraisals, as per the organization policies.

The total salary being paid by the Company shall include all elements/components of Gross compensation package, given in any form i.e. in cash or kind. We will give you the break-up of salary separately at the time of joining.

You designated date of joining would be 18<sup>th</sup> May 2020 request you to send the acceptance within two working days after receiving the offer.

Please note that this offer and your employment at ValueLabs shall be contingent upon satisfactory reference and background checks that may be conducted at any time from the date of this offer and shall include but is not limited to education, employment history etc.

Your association and employment at ValueLabs will be governed by various employee related policies and guidelines of the organization, as modified from time to time and by the terms of offer made in this letter, it will be also guided by the core values and beliefs of our organization. We are confident that you will contribute to the organization and its goals, add value through your roles and strengthen ValueLabs.

The above mentioned salary structure and the revisions contained therein are subject to the sole discretion of the organization, upon due evaluation and consideration of your conduct and performance as an employee.

Sincerely,

For Valuelabs LLP,

N. Lakshmi

Authorized Signatory

Value Labs

18<sup>th</sup> July 2019

To  
Matta Harika  
9-153, Narasimha Nagar,  
Gopalapetnam, Visakhapatnam  
PIN: 530027

Provisional offer of Employment!!!

Dear Harika

It gives us immense pleasure in inviting you to join ValueLabs as one of its valuable members. As values of organizations grow and flourish, fuelled by the enthusiasm and energy of the people who are willing to invest in its future. We are happy that you are one such employee joining us in our effort to create a truly global corporation.

You will be designated as NE-band Software Engineer position will carry the following structure of compensation value

- From the date of joining till the completion of one (1) year of service, the CTC will be 4.5 lacs per annum.
- Upon completion of one (1) year of service from the date of joining, the CTC will be revised to 5 lacs per annum.
- Upon completion of two (2) years of service from the date of joining, the CTC will be revised to 7 lacs per annum.
- Upon completion of three (3) years of service from the date of joining, the CTC revision will be subject to your performance and appraisals, as per the organization policies.

The total salary being paid by the Company shall include all elements/components of gross compensation package given in any form i.e. in cash or kind. We will give you the break-up of salary separately at the time of joining.

Your designated date of joining would be 18<sup>th</sup> May 2019. We request you to send the acceptance within two working days after receiving the offer.

Please note that this offer and your employment at ValueLabs shall be contingent upon satisfactory reference and background checks that may be conducted at any time from the date of this offer and shall include but is not limited to education, employment history etc.

Your association and employment at ValueLabs will be governed by various employee related policies and guidelines of the organization, as modified from time to time and by the terms of offer made in this letter. It will be also guided by the core values and beliefs of our organization. We are confident that you will contribute to the organization and its goals, add value through your roles and strengthen ValueLabs.

The above mentioned salary structure and the revisions contained therein are subject to the sole discretion of the organization, upon due evaluation and consideration of your conduct and performance as an employee.

Sincerely,

For ValueLabs LLP



Authorized Signatory

Date: 3<sup>rd</sup> July 2019

To, Yendru Gayathri  
Door No.:- 1-100-23/2,  
MVP Colony, Visakhapatnam

**Provisional offer of Employment**

Dear Gayathri,

It gives us immense pleasure in inviting you to join ValueLabs as one of its valuable members. We believe that organizations grow and flourish, fuelled by the enthusiasm and energy of the people who are willing to invest in to the future. We are happy that you are one such employee joining us in our effort to create a truly global corporation.

You will be designated as N-band Software Engineer position will carry the following structure of compensation value:

- From the date of joining till the completion of one (1) year of service, the CTC will be 4.5 lacs per annum,
- Upon completion of one (1) year of service from the date of joining, the CTC will be revised to 5 lacs per annum,
- Upon completion of two (2) years of service from the date of joining, the CTC will be revised to 7 lacs per annum,
- Upon completion of three (3) years of service from the date of joining, the CTC revision will be subject to your performance and appraisals, as per the organization policies.

The total salary being paid by the Company shall include all elements/components of Gross compensation package, given in any form i.e. in cash or kind. We will give you the break-up of salary separately at the time of joining.

You designated date of joining would be 18<sup>th</sup> May 2020 request you to send the acceptance within two working days after receiving the offer.

Please note that this offer and your employment at ValueLabs shall be contingent upon satisfactory reference and background checks that may be conducted at any time from the date of this offer and shall include but is not limited to education, employment history etc.

Your association and employment at ValueLabs will be governed by various employee related policies and guidelines of the organization, as modified from time to time and by the terms of offer made in this letter, it will be also guided by the core values and beliefs of our organization. We are confident that you will contribute to the organization and its goals, add value through your roles and strengthen ValueLabs.

The above mentioned salary structure and the revisions contained therein are subject to the sole discretion of the organization, upon due evaluation and consideration of your conduct and performance as an employee.

Sincerely,

For Valuelabs LLP,

M. Lakshmi

Authorized Signatory

Date 3<sup>rd</sup> July 2019

To G. Shreeya

Door No: 50-50-85/5, Balayya Sastrey  
Layout, Sethamunadhara, Visakhapatnam  
PIN- 530013

Provisional offer of Employment

Dear Shreeya

It gives us immense pleasure in inviting you to join ValueLabs as one of its valuable members. We believe that organizations grow and flourish, fuelled by the enthusiasm and energy of the people who are willing to invest in to the future. We are happy that you are one such employee joining us in our effort to create a truly global corporation.

You will be designated as N-Level Software Engineer your position will carry the following structure of compensation value

- From the date of joining till the completion of one (1) year of service, the CTC will be 4.5 lacs per annum.
- Upon completion of one (1) year of service from the date of joining, the CTC will be revised to 5 lacs per annum.
- Upon completion of two (2) years of service from the date of joining, the CTC will be revised to 7 lacs per annum.
- Upon completion of three (3) years of service from the date of joining, the CTC revision will be subject to your performance and appraisals, as per the organization policies.

The total salary being paid by the Company shall include all elements/components of Gross compensation package, given in any form i.e. in cash or kind. We will give you the break-up of salary separately at the time of joining.

Your designated date of joining would be 13<sup>th</sup> May 2020 request you to send the acceptance within two working days after receiving the offer.

Please note that this offer and your employment at ValueLabs shall be contingent upon satisfactory reference and background checks that may be conducted at any time from the date of this offer and shall include but is not limited to education, employment history etc.

Your association and employment at ValueLabs will be governed by various employee related policies and guidelines of the organization, as modified from time to time and by the terms of offer made in this letter, it will be also guided by the core values and beliefs of our organization. We are confident that you will contribute to the organization and its goals, add value through your roles and strengthen ValueLabs.

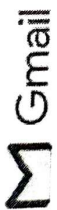
The above mentioned salary structure and the revisions contained therein are subject to the sole discretion of the organization, upon due evaluation and consideration of your conduct and performance as an employee.

Sincerely,

For ValueLabs LLP,



Authorized Signatory

**Fwd: Virtusa offered candidates - Final list**Placement Team <anitsnlp@gmail.com>  
Draif

Forwarded message  
From: Naveen Sahaya William Maria Louis  
Date: Thu, Mar 12, 2020 at 5:44 PM  
Subject: RE: Virtusa offered candidates - Final list  
To: Head Placements ANITS <dean.placements@anits.edu.in>

Fri, Mar 13, 2020 at 8:53 AM

Find below the additional set of candidates :

CTC : 4 LPA

Designation : Associate Engineer

Personal Email Address	Full name	Phone number	College name
gurijapu.bhavan99@gmail.com	Bhavana.G	6304868355	lendi institute of engineering and technology
chlakesh080@gmail.com	CHINTHAPANTI LOKESH	✓ 9949436643	Anil Neerukonda Institute of Technology and Sciences
2494pranita@gmail.com	pranita Jagtap	✓ 7893376292	ANITS
vajja.16.it@anits.edu.in	VAJJA SAI NAVEEN	✓ 9059356246	ANIL NEERUKONDA INSTITUTE OF TECHNOLOGY AND SCIENCES
nmounica.16.cse@anits.edu.in	Namala Mounica	✓ 8323368668	Anil Neerukonda Institute of Technology and Sciences
gadhal.16.it@anits.edu.in	Gadhala Bharathi	✓ 8790691719	Anil Neerukonda Institute of Technology and Sciences
prasunachaduvula1997@gmail.com	Nagalaxmi Jhanaprasuna	8897824004	vignan's institute of information technology
amruthab2499@gmail.com	amrutha varshini bayyapu	✓ 7995034699	anil neerukonda institute of technology and sciences
madhanbvt@gmail.com	Boddu Tarakeswara Venkata Madhan	✓ 9703968497	ANITS

From: Naveen Sahaya William Maria Louis  
 Sent: Wednesday, March 11, 2020 8:52 PM  
 To: Head Placements ANITS <dean.placements@anits.edu.in>  
 Subject: Virtusa offered candidates - List 1

Dear Sir

Find below the first list of students who are offered.

CTC : 4 LPA

Designation : Associate Engineer

We will share the Final list tomorrow.

Personal Email Address	Full name	Phone number	Univ
nikhitha.evagala@gmail.com	Nikhitha Evagala	7780163308	Raghu Institute of Technology
mukeshkaduru3@gmail.com	Mukesh Kaduru	9014548440	LENDI INSTITUTE OF ENGINEERING AND TECHNOLOGY
nikhithasai1999@gmail.com	GANDI SAI NIKHITHA	9949932399	ANIL NEERUKONDA INSTITUTE OF TECHNOLOGY AND SCIENCES
prasanthbheemarasetty@gmail.com	Prasanth Bheemarasetty	9515239874	Dadi Institute of Engineering and Technology
jayanthasamanthula@gmail.com	Samanthula Jai Sai Venkata Naga Manikanta	9494778799	Raghu Engineering College
17135a0512@gypce.ac.in	Gunda sai naveen	8332823818	gayatri vidya parishad collage of engineering
sanjanavenkat1998@gmail.com	Sanjana Naidu Gedela	8500834278	Vignan's Institute of Information Technology
ramyavineela74@gmail.com	Chilakam Vineela	8374485533	Gayatri Vidya Parishad College of Engineering for Women
kiran.chenna1997@gmail.com	kiran kumar	9492174500	Aditya institute of technology and management
nikhil.kotni9798@gmail.com	Kotni Neelakanta	7675090172	Aditya Institute of Technology And Management
talasu.it.16@anits.edu.in	Saheli Talasu	7702747201	ANITS
girdhamalam15@gmail.com	Nalam Giri	9885346656	Gitam University



<a href="mailto:12-104-16650@gitam.in">12-104-16650@gitam.in</a>	shaik mohammad akhil	9100218347	GITAM college
<a href="mailto:mallesh131999@gmail.com">mallesh131999@gmail.com</a>	Mandavilli DurgaMallesh	9948492520	JNTUK-UniversityCollegeOfEngineering,Vizianagaram
<a href="mailto:jahnaviachanta09@gmail.com">jahnaviachanta09@gmail.com</a>	Achanta Jahnvi	9989404200	Jawaharlal Nehru Technological University Kakinada University College of Engineering Vizianagaram
<a href="mailto:12-104-16128@gitam.in">12-104-16128@gitam.in</a>	lthamsetty Tarun	7032462014	gitam university
<a href="mailto:patnalarohitha28@gvpce.ac.in">patnalarohitha28@gvpce.ac.in</a>	Patnala Rohitha	9052618161	gayatri vidhya parishad college

Regards

Naveen William

**virtusa**

-

Warm Regards,

**Thota Raju,**

Office Assistant,

Department of Training & Placement,

Anil Neerukonda Institute of Technology & Sciences (ANITS)

Sangivalasa, Bheemunipatnam

Visakhapatnam-531 162 AP

Mobile: 9959751997

Extn: 226

[anitsnp@gmail.com](mailto:anitsnp@gmail.com)

[www.anits.edu.in](http://www.anits.edu.in)

---

**Fwd: Virtusa offer confirmation**

---

Head Placements ANITS <dean.placements@anits.edu.in>  
To: ANITS Placements <anitsnp@gmail.com>

Thu, Nov 12, 2020 at 11:32 AM

Warm Regards

**P.V.Srinivasa Sarma**

Head - Placements  
Anil Neerukonda Institute of Technology & Sciences (**ANITS**)  
Sangivalasa, Bheemunipatnam  
Visakhapatnam-531 162 AP

---

Mobile : + 91 73307 89891 / 9701082509  
Mail ID: [dean.placements@anits.edu.in](mailto:dean.placements@anits.edu.in)  
Direct : +91 8933 225052 Board : +91 8933 225083- 84 Extn: 225  
[www.anits.edu.in](http://www.anits.edu.in)

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

From: **kali charan** <[marpukalicharan@gmail.com](mailto:marpukalicharan@gmail.com)>  
Date: Fri, Dec 6, 2019 at 7:27 PM  
Subject: Fwd: Virtusa offer confirmation  
To: <[Dean.placements@anits.edu.in](mailto:Dean.placements@anits.edu.in)>

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

From: Naveen Sahaya William Maria Louis <[naveenwilliam@virtusa.com](mailto:naveenwilliam@virtusa.com)>  
Date: Wed, Dec 4, 2019, 11:32 PM  
Subject: Virtusa offer confirmation  
To: [marpukalicharan@gmail.com](mailto:marpukalicharan@gmail.com) <[marpukalicharan@gmail.com](mailto:marpukalicharan@gmail.com)>

Dear Kalicharan Marpu

Greetings from Virtusa

Congratulations, you have been offered because of your performance in Neuralhack Season 3.

Your CTC has been finalized based on the panel feedback and HackerRank scores.

Designation: Associate Engineer

CTC: 4 LPA

---

"Virtusa has been recognized as one of the top 20 global IT service providers in Everest Group's 2018 PEAK Matrix Service Provider of the Year™ awards; Named as an Outsourcing Leader and an All Star Company in IAOP's 2018 Global Outsourcing 100; Recognized as the Most Innovative Technology Company of the Year at the 2017 American Business Awards; Positioned as a Top 15 Sourcing Service Provider by Information Services Group (ISG)."

---

This message, including any attachments, contains confidential information intended for a specific individual and purpose, and is intended for the addressee only. Any unauthorized disclosure, use, dissemination, copying, or distribution of this message or any of its attachments or the information contained in this e-mail, or the taking of any action based on it, is strictly prohibited. If you are not the intended recipient, please notify the sender immediately by return e-mail and delete this message.

---

**Fwd: Congratulations || WinWire Technologies India Pvt. Ltd || 2019 Batch || Offered Candidates**

Head Placements ANITS <dean.placements@anits.edu.in> Thu, Dec 5, 2019 at 11:52 PM  
 To: "Dr.R. Sivarajani" <Hod\_cse@anits.edu.in>, "Dr. Rajya lakshmi Valluri" <Hod\_eca@anits.edu.in>, teamplacements <teamplacements@anits.edu.in>, ANITS Placements <anitsnp@gmail.com>, Chief Placement Coordinator <placements@anits.edu.in>  
 Cc: TV Hanumantha Rao <hod\_mech@anits.edu.in>

Dear Sir/Madam,

I am happy to inform you all that Two of our students got selected In Winwire Technologies India Pvt Ltd through Cocubes.

Warm Regards

**P.V.Srinivasa Sarma**

Head - Placements  
 Anil Neerukonda Institute of Technology & Sciences (ANITS)  
 Sangivalasa, Bheemunipatnam  
 Visakhapatnam-531 162 AP

Mobile : + 91 73307 89891 / 9701082509  
 Mail ID: dean.placements@anits.edu.in  
 Direct : +91 8933 225052 Board : +91 8933 225083- 84 Extn: 225  
[www.anits.edu.in](http://www.anits.edu.in)

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

From: Kondapally Adharsh Kumar <adharsh.kumar@cocubes.com>  
 Date: Thu, Dec 5, 2019 at 11:47 PM

Subject: Congratulations || WinWire Technologies India Pvt. Ltd || 2019 Batch || Offered Candidates

To: Dean.placements@anits.edu.in <Dean.placements@anits.edu.in>

Cc: Vinay Singh <vinay.singh@cocubes.com>, B. Giridhar Mohan <giridhar.mohan@cocubes.com>, Akhil Perali <akhil.perali@cocubes.com>, Khareedu Uday Kiran <uday.kiran@cocubes.com>

Dear Srinivasa Sarma Sir,

Greetings from Aon CoCubes!!!

Congratulations!! We are delighted to inform you that below candidates have been offered for the 'Software Design Trainee' role in 'WinWire Technologies India Pvt. Ltd'. The students were shortlisted based on CoCubes@score and the interview process for the shortlisted students was conducted at Company's Office.

CoCubes Id	Name	Institute Name	Branch	DCT's Taken	CoCubes Score
2873546	Namala Mounica	Anil Neerukonda Institute Of Technology And Sciences, Visakhapatnam	Computer Science Engineering	7	564
2873892	Rapeti Roopadevi	Anil Neerukonda Institute Of Technology And Sciences, Visakhapatnam	Electronics and Communications Engineering	-	554

Designation: Software Design Trainee

**C Offered: INR 4 LPA**

Joining Period: June 2020

Thank you for your support during the entire process, Looking forward in adding value to your esteemed institute.

Warm Regards,

Adharsh Kondapally | Associate Institutions

Aon's Assessment Solutions

m +91 7093152250

adharsh.kumar@cocubes.com

cocubes.com | LinkedIn | Twitter | Facebook

**CoCubes** | 20,000+ Offers | 1,000+ Companies | 3.3LPA Mean Salary | 40 LPA Max Salary  
 An Aon Platform



satyasainath Gembali &lt;gembali.16.it@anits.edu.in&gt;

## Letter of Intent - Gembali Sainath - Ref. No.: 9255452

18 messages

careers@wipro.com <careers@wipro.com>  
To: gembali.16.it@anits.edu.in

Tue, Dec 10, 2019 at 1:48 AM

### Campus - Letter Of Intent

09-Dec-2019

Dear Gembali Sainath,

Based on our discussions with you, we would like to inform you of our intent to offer you the role of Project Engineer which will be in the Career Band TRB-II of the organization.

The salary stack for this role is detailed below. Do reach out to us should you have any clarifications.

Component	Amount (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan(WBP)	4,849
<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, if accepted, shall be followed by a letter of appointment from us.

Please confirm your interest to receive the offer of appointment by accepting the contents of this communication within 15 calendar days. Your communication of interest is a precondition to the issuance of the offer of appointment.

Please login to your [Candidate Desktop](#) to Accept or Decline the offer.

Yours sincerely,

For **Wipro Limited**  
**Sunil Kalachar**  
**General Manager - Global Campus Head**

The information contained in this electronic message and any attachments to this message are intended for the exclusive use of the addressee(s) and may contain proprietary, confidential or privileged information. If you are not the intended recipient, you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately and destroy all copies of this message and any attachments. WARNING: Computer viruses can be transmitted via email. The recipient should check this email and any attachments for the presence of viruses. The company accepts no liability for any damage caused by any virus transmitted by this email. [www.wipro.com](http://www.wipro.com)

**careers@wipro.com** <careers@wipro.com>  
To: gembali.16.it@anits.edu.in

Tue, Dec 10, 2019 at 1:53 AM

[Quoted text hidden]

**careers@wipro.com** <careers@wipro.com>  
To: gembali.16.it@anits.edu.in

Tue, Dec 10, 2019 at 2:03 AM

[Quoted text hidden]

**careers@wipro.com** <careers@wipro.com>  
To: gembali.16.it@anits.edu.in

Tue, Dec 10, 2019 at 2:22 AM

[Quoted text hidden]

**careers@wipro.com** <careers@wipro.com>  
To: gembali.16.it@anits.edu.in

Tue, Dec 10, 2019 at 2:28 AM

[Quoted text hidden]

**careers@wipro.com** <careers@wipro.com>  
To: gembali.16.it@anits.edu.in

Tue, Dec 10, 2019 at 5:59 AM

[Quoted text hidden]

**careers@wipro.com** <careers@wipro.com>  
To: gembali.16.it@anits.edu.in

Tue, Dec 10, 2019 at 7:00 AM

[Quoted text hidden]

**careers@wipro.com** <careers@wipro.com>  
To: gembali.16.it@anits.edu.in  
Cc: manager.campus@wipro.com

Tue, Dec 10, 2019 at 11:29 AM

## Campus - Letter Of Intent

December 09, 2019

[Quoted text hidden]

[Quoted text hidden]

[Quoted text hidden]

**careers@wipro.com** <careers@wipro.com>  
To: gembali.16.it@anits.edu.in  
Cc: manager.campus@wipro.com

Tue, Dec 10, 2019 at 11:52 AM

[Quoted text hidden]

**careers@wipro.com** <careers@wipro.com>  
To: gembali.16.it@anits.edu.in  
Cc: manager.campus@wipro.com

Tue, Dec 10, 2019 at 12:18 PM

[Quoted text hidden]

**careers@wipro.com** <careers@wipro.com>  
To: gembali.16.it@anits.edu.in  
Cc: manager.campus@wipro.com

Tue, Dec 10, 2019 at 12:19 PM

[Quoted text hidden]

---

**careers@wipro.com** <careers@wipro.com>  
To: gembali.16.it@anits.edu.in  
Cc: manager.campus@wipro.com

Tue, Dec 10, 2019 at 12:36 PM

[Quoted text hidden]

---

**careers@wipro.com** <careers@wipro.com>  
To: gembali.16.it@anits.edu.in  
Cc: manager.campus@wipro.com

Tue, Dec 10, 2019 at 12:41 PM

[Quoted text hidden]

---

**careers@wipro.com** <careers@wipro.com>  
To: gembali.16.it@anits.edu.in  
Cc: manager.campus@wipro.com

Tue, Dec 10, 2019 at 12:48 PM

[Quoted text hidden]

---

**careers@wipro.com** <careers@wipro.com>  
To: gembali.16.it@anits.edu.in  
Cc: manager.campus@wipro.com

Tue, Dec 10, 2019 at 12:52 PM

[Quoted text hidden]

---

**satyasainath Gembali** <gembali.16.it@anits.edu.in>  
To: Satyasainath Gembali <satyasainath963@gmail.com>

Tue, Dec 10, 2019 at 3:59 PM

WIPRO OFFER LETTER

[Quoted text hidden]

---

**satyasainath Gembali** <gembali.16.it@anits.edu.in>  
To: Aditya Sundar Raja { IT } <adityasundar.it@anits.edu.in>, Aditya Sundar Raja { IT } <aditya.sundar@anits.edu.in>, Satyasainath Gembali <satyasainath963@gmail.com>

Wed, Dec 11, 2019 at 11:09 AM

WIPRO OFFER LETTER - 316126511082

[Quoted text hidden]

---

**satyasainath Gembali** <gembali.16.it@anits.edu.in>  
To: "A. Durga Praveen Kumar" <durgapraveenkumar.it@anits.edu.in>

Sat, Dec 19, 2020 at 11:55 AM

[Quoted text hidden]



Reddi Prasadu &lt;rprasad.it@anits.edu.in&gt;

## Fwd: Amazon\_Intent to Offer

1 message

**Aditya Sundar Raja { IT }** <adityasundar.it@anits.edu.in>  
To: Reddi Prasadu <rprasad.it@anits.edu.in>

Tue, Feb 23, 2021 at 2:01 PM

Regards,

**N. Aditya Sundar****Cell:- +91-9985858666**

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

From: **Chandrakanth Dhanunjai** <dhanunjaay9@gmail.com>  
Date: Wed, Oct 7, 2020 at 10:14 AM  
Subject: Fwd: Amazon\_Intent to Offer  
To: Aditya Sundar Raja { IT } <adityasundar.it@anits.edu.in>

Dear Dhanunjai,

We are pleased to record this intent to offer for the position **Software Development Engineer Testing** with Amazon.

Upon your acceptance of this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. The content of this Intent to offer are strictly confidential between you and the Company.

Your deployment and work location will be **Hyderabad, India**.

Please find below the **indicative compensation components**:

Indicative Compensation Components	Amazon Offer (INR)
<b>Base Salary</b>	INR. 13,50,000
<b>Sign on Payment -1st year</b>	INR. 3,50,000
<b>Sign on Payment -2nd year</b>	INR. 3,00,000
<b>RSU</b>	INR. 10,00,000

The Company shall conduct a background verification and your employment with the Company will be subject to your background check records being clear, in accordance with the policies of the Company prevalent from time to time.



**Request you to please fill in the required details in the attached excel sheet and respond along with your acceptance.**

Please reach out to me for further information/clarification, if any.

*Please treat this intent to offer as personal and confidential.*



NCR Corporation India Pvt. Ltd.  
Raheja Mindspace IT Park,  
Building 12C, 8th Floor,  
Survey No. 64, APIIC Software Layout,  
HITEC City, Madhapur, Hyderabad,  
Telangana 500081  
Tel.: +91 - 40 - 6799 3388

## NCR University Hire Offer of Employment

### PERSONAL AND CONFIDENTIAL

Dear G. Siva Rama,

Welcome to NCR, a global technology company that runs the everyday transactions that make your life easier. With a global presence in 180 countries, our employees around the world offer a broad perspective and range of skills that enable our customers to make every customer interaction with their business an exceptional experience.

We are pleased to present you with this offer of employment at NCR. I am certain you will be a key contributor to this organization. On behalf of my team, we look forward to you joining us.


**Employer:** NCR Corporation India PVT. LTD. (the 'Company')  
**Position:** Software Intern  
**Reporting To:** Srinivas Maddipatla  
**Business Unit:** SWT - Banking Services  
**Location:** Hyderabad

However, you will complete your internship at any other location of NCR, when required as part of your internship.

**Start Date:** Your employment shall commence on **January 6, 2020**.

**Internship Period:** Duration of your internship will be until **June 30, 2020**, from the date of joining. Upon successful completion of your internship you will be offered a full-time employment in the position of Software Intern with following compensation structure:

1. Base salary of **Rs. 283,619.00** per annum;
2. Flexible Compensation Plan (FCP) equal to 130% of base salary; and
3. You will be eligible for participating in NCR Discretionary Rewards Plan (NDRP)
4. Total compensation of **Rs. 700,000** per annum.



Further details of FCP and NDRP will be included in your offer letter. In addition, you will be provided statutory benefits like Provident Fund and Gratuity payable in accordance with applicable law.

**Stipend:** During the internship period, you shall be paid a fixed stipend of **Rs 25,000.00** per month.

**Notice and Termination:** NCR shall be free to terminate your internship at any time, without any notice or stipend in lieu thereof in the event of any disobedience, insubordination, misconduct and breach of any rules and regulations of NCR, inefficiency, negligence, or physical or mental disability on your part. NCR or you may terminate your internship at any time without assigning any reason by giving 15 (fifteen) days' notice or payment (based on stipend) in lieu thereof.

**Background Check:** Your internship will be subject to a satisfactory background check by NCR on its own or through an outside agency.

**Final Public Examination:** NCR's offer of your employment in the position of SWT - Banking Services, will be subject to you passing the final Diploma/Engineering examination for the academic session completing by 2020.

**Rules of the Company:** You shall abide by the rules and regulations of NCR that are in force during the period of your internship with the company.

**Confidential & Proprietary Information:**

All information including but not limited to information relating to NCR's product or services, inventions, programs, designs, methods, system, developments, trade secrets, certain plans and procedures, financial information, processes, data, concepts, ideas, strategies, analyses, surveys, and / or other proprietary information either relating to the past, present or anticipated business of the company or to its customers shall be considered as "Confidential and Proprietary Information".

You undertake and agree that you shall retain strictly confidential and not disclose such information, whether directly or indirectly, to any unauthorized person or misuse such information, whether directly or indirectly, to any unauthorized person or misuse such information during the course of your internship or thereafter.

To the extent that you may have acquired any intellectual property rights by operations of the law which shall become part or whole of such Confidential and Propriety Information, you hereby confirm that such intellectual property rights shall belong to NCR and be assigned or transferred by you to NCR and NCR may, at its own expense, request you to sign all documents or instrument to effect such assignment or transfer.

## **Security Awareness**

It is crucial that NCR operates with the highest level of security to maintain its reputation in the marketplace and reduce any potential risk to the Company. As part of your orientation to the Company, all employees, including senior management, are required to complete NCR Security Awareness training. The training must be completed within 30 days of your start date. Directions for accessing the training will be provided via email after your start date.

The 30-minute web-based training course educates employees on the importance of information security and how to protect NCR data. Upon completion of this course, you will be able to identify NCR's security policy and standards, understand data classification and handling, identify security practices for electronic communications, and define social engineering. As part of NCR's ongoing commitment to securing the data of our company, customers and employees, you will be required to participate in Security Awareness training annually.

Your completion of NCR Security Awareness training demonstrates your personal commitment to information security and protecting the NCR brand.

## **Code of Conduct**

As part of your orientation to the Company, employees, including senior management, are required to complete the Company's Code of Conduct. This training must be completed within 30 days of your start date. Directions for accessing the training will be provided via email after your start date.

Employees with computer access must complete a 30-minute web-based training and certification module. This module is designed to familiarize you with our global standards of business conduct. While we recognize there are local laws and regulations that must also be followed, it is important that all employees understand and adhere to our global standard of business conduct. For employees who do not have computer access, please obtain a copy of the Company's Code of Conduct and certification form from your manager and it will be returned to the NCR Corporation, Ethics & Compliance Office, 864 Spring St. NW, Atlanta, GA 30308 USA.

This offer for internship is contingent upon your agreement to the conditions outlined in this letter, in Appendix A and in the Inventions Assignment and Confidentiality Agreement; including passing a background check.

You should note that this offer will be withdrawn if your acceptance has not been confirmed within seven (7) days of the date of this letter, unless specific alternative arrangements have been agreed.

I am excited about the contributions, experience and knowledge you bring to NCR. We have assembled some of the best and brightest professionals in the industry; and we look forward to having you as part of the team.

If you have any questions regarding the details of this offer, please contact HR Dept. at +91 01244353268. Monika will make the necessary arrangements to ensure any additional questions you may have are addressed, so you are able to make an informed decision.

Sincerely,

**Monika Marwah**

University Hiring Leader - India



**Accepting this Offer of Employment:**

By accepting and signing the Company's offer of employment you certify to the Company that you are not subject to a non-competition agreement with any company or to any other post-employment restrictive covenants that would preclude or restrict you from performing the Company position being offered in this letter. We also advise you of the Company's strong policy of respecting the intellectual property rights of other companies. You should not bring with you to your position any documents or materials designated as confidential, proprietary or trade secret by another company, nor in any other way disclose trade secret information while employed by the Company.

You further acknowledge that this employment letter reflects the general description of the terms and conditions of your employment with the Company, and is not a contract of employment for any definite duration of time. The employment relationship with the Company is by mutual consent ("Employment at Will"). This means either you or the Company have the right to discontinue the employment relationship with or without cause at any time and for any reason.

I have read the foregoing information relative to the Company's conditions of employment and understand that my employment offer is conditioned upon their satisfaction. This also acts as a legally-binding electronic signature.

*G. S. Pandit*

## NCR Candidate Data Collection

PERSONAL AND CONFIDENTIAL

Please complete the following information if you are accepting your offer for employment at NCR.

Candidate First Name: **Siva Rama Krishna**

Candidate Last Name: **Gundubilli**

University Name: **Andhra University**

College Name: **ANIL NEERUKONDA INSTITUTE OF TECHNOLOGY AND SCIENCES**

Candidate Email: **sivaramakrishnagundubilli@gmail.com**

Candidate Complete Address: **door no:a1-63,kagitha(V)**

City: **Visakhapatnam**

State: **Andhra Pradesh**

Country: **India**

Postal Code: **531081**

Contact Number (Self): **8185824538**

Emergency Contact Number: **9951031318**  
(Parents/ Home)

*G. Sridhar*

I verify that the information provided above is accurate at the time of completion. If any of the above information changes before my employment start date, I understand it is my responsibility to inform my NCR University Recruiter.



October 19, 2020

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 Malyadha Ratnam Bora

The world is at a major turning point; technology is enabling entirely new forms of business operations, business models, industries and outcomes. We have exponentially more power to reach the full potential of our life's work than any humans before us. This is IBM's vision for the future.

We invite you to join us as a Technical Support Associate, in band 3 to do your best work ever. You will be working alongside passionate IBMers, business & technology experts, who are constantly building their knowledge and expertise to find the best solutions to help our clients achieve their goals and create new possibilities.

At IBM you will experience an inclusive and collaborative culture where you can offer ideas and solutions, no matter your experience or area of expertise – you have an audience that listens from Day 1. You will have access to world-class learning opportunities to help you create the career you've always imagined. Join us and you'll be proud to call yourself an IBMer.

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 19, 2020

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 Malyadha Ratnam Bora

We are pleased to offer you the position of Technical Support Associate, in band 3 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.

#### Acceptance and Commencement

Your appointment will be effective on your joining date, i.e November 3, 2020. 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.
- Any change of joining date must be communicated to the recruiter at least 5 days prior to your original joining date. The new joining date must be a weekday (except Saturday & Sunday) and should be no later than 5 days from the joining date specified above.
- On your first day of employment, please report at 9:00 am to Building # 3, IBM India Private Limited, Mindspace, Hitech City, Madhapur, Hyderabad, Telangana, 500081. You will meet with your Onboarding Specialist who will assist you with your joining formalities. If you have any questions about your first day start paperwork, please send an email to [pronboar@in.ibm.com](mailto:pronboar@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 email with last Working day (LWD) confirmation
- Passport and Pan card– If you do not have 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 on 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.

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.
- Your initial posting will be in Hyderabad . However, your services are transferable, and you may be assigned to any other department, location or office of IBM, a subsidiary, or associate company as the Company may decide from time to time. Your project, designation or role may be changed at the discretion of the Company depending on the work assigned to you. In such case, you will be governed by the policies of that location and role.
- 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.
- 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.
- 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.
- You will, by default, be enrolled in IBM's Group Medclaim 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.
- 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.
- 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.
- 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.
- 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 service without notice or compensation.
- You will abide by all the rules and regulations of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the above terms and conditions which shall be binding on you.
- 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.



IBM CONFIDENTIAL

ANNEXURE A

DATE	October 19, 2020		
NAME	Malyadha Ratnam Bora	BAND	3
DESIGNATION	Technical Support Associate	LOCATION	Hyderabad
<u>Compensation Components</u>		<u>IBM Offer (in INR)</u>	
1. Annual Basic Salary		180000	
2. Annual Flexible Benefit Plan (FBP)		67314	
<b>Annual Reference Salary</b>		<b>247314</b>	

3. Retirals	
a) Provident Fund (PF)	21600
b) Gratuity @ 4.8%	8640
Annual Reference Salary + Retirals	277554
4. Performance Linked Variable Pay	0 to 43800
<b>5. Annual Potential Compensation</b>	<b>Annual Reference Salary + Retirals + Performance Linked Variable Pay</b>

\*Company currently has performance linked variable pay program with performance measured against criteria announced at monthly or quarterly frequency. This forms a part of the variable earnings and actual earnings & frequency of payment will be as per the defined Company Policies. The management reserves the right at its discretion to modify/amend/withdraw/continue with the program.

All salary components may be subject to restructuring or modification based on IBM policies.

OTHER BENEFITS:

- By default, you will be enrolled in the Group Mediclaim 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

-----



**IBM CONFIDENTIAL**

Explanation of Compensation Components

<b>Component</b>	<b>Summary Explanation*</b>
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
4. Performance Linked Variable Pay	Amount of Target earnings mentioned under Performance Linked Variable Pay Program is determined based on your specific role and process/client aligned and subject to change based on any changes to your roles & responsibilities. This forms a part of the variable earnings and actual earnings & frequency of payment will be as per the defined Company Policies. The management reserves the right at its discretion to modify/amend/withdraw/continue with the program.

*\*For detailed information please refer to Company policies, which are subject to change from time to time.*





## IBM CONFIDENTIAL

### Other Benefits- Additional Information\*

#### 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 Medclaim Insurance Policy for Self and nuclear family (spouse and up to 4 children)

By default, you will be enrolled in the Group Medclaim 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 Medclaim 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 Medclaim 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) in case 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) In case of any injury resulting in Death or permanent total disability.
- c) In case 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.*

*\* IBM reserves the right, in its sole discretion, to amend, change, suspend, or terminate any benefit or other plan, program, practice or policy of IBM at any time. IBM does not have any obligation to, and nothing contained in these documents shall be construed as creating an express or implied obligation or promise on the part of IBM to, maintain, continue to offer, or make available such plans, programs, practices or policies.*

#### 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.



**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"), hereafter 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 account 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



## EMPLOYMENT OFFER

Hyderabad ,  
2019-12-22.

Ref. No.: JTS-OL-1920-041

To

**Mr.VENKATA GOWTHAM PENTAPATI ,**  
D.NO.:3-12/1  
Kolimeru,  
Tuni-533401,  
EAST GODAVARI

### **Sub. : Employment Offer Letter**

Dear **Mr.VENKATA GOWTHAM,**

This is further to your personal interview held at our office on 2019-12-22. We are pleased to offer you an employment in our Organization as **Engineer Trainee**. Your place of employment will be at our corporate office in Hyderabad.

You will be under probation for a period of three months. Your gross salary per annum will be **Rs.180000/-**. In addition, you may be eligible to get incentive based on the direct revenue generated by you to the company beyond a set limit.

Please note that this employment is being offered to you with a minimum service commitment of **one year** from the date of joining. You are requested to submit your copies of Educational and Experience Certificates within one week from the date of joining at **Jytra Technology Solutions Pvt. Ltd. .**

This employment offer is valid till **2020-05-31** and you are required to join on or before this date, the offer stands withdrawn thereafter. You need to work for at least 8 hours per day and 45 hours per week during our regular business hours. You are entitled to get **12** personal leaves per year which will be credited proportionately at the end of each month. Further you should be willing to work in shifts and at customer locations as per the business requirements. **2 months notice period** is required in case of service resignation after serving the notice period.

You are expected to maintain utmost secrecy in regard to the business affairs of **Jytra Technology Solutions Pvt. Ltd.** and shall keep the information, data and passwords strictly confidential. No data, information, technical documents, drawings etc., shall be transmitted outside the office premises in any format.

We welcome you to the family of **Jytra Technology Solutions Pvt. Ltd. ,** and looking forward for a long term and mutually beneficial professional association. If you need additional information, please contact the undersigned.

For **Jytra Technology Solutions Pvt. Ltd.**

Murali Krishna Mutyala  
CEO

*Note: This is ERP generated document and doesn't require any physical signature.*





Offer Letter

Ref: 055/HR/OL/2020

06-Nov-2020

Dear Mr. Nemani Pavan Kalyan,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to offer you a role of **GET** in Band **1A** . You would currently be reporting to the **Manufacturing Lead - Production** at A-1 Fence.

The date of your joining would be **09-Nov-2020** . You will be posted at **Sanjan**.

Your Total Gross Salary as applicable has been detailed in the Annexure to this letter. On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training and the contractual obligation to be with A-1 Fence. On successful completion of the probation, your employment with the company will stand confirmed subject to the terms and conditions as per Company policies.

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.

We request you to please carry a signed copy of the offer letter as a token of your acceptance.

Welcome to A-1 Fence. We wish you a long, rewarding and fulfilling career and look forward to your joining us.

Yours sincerely,

**For A-1 Fence Products Company Pvt. Ltd.**

**Authorised Signatory**

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

**Mr. Nemani Pavan Kalyan,**  
**(Candidate's name in capital letters)**

**(Signature of the Candidate)**

**Date:**

**Location : Sanjan**



**Annexure to your Offer of Employment [055/HR/OL/2020] as GET in Band 1A@**

**Welcome to A-1 Fence!**

Presented here are the details that refer to our offer of employment to you in the role of **GET in Band 1A**.

**1. Probationary Period and Confirmation as a Permanent Employee:**

You will be on probation for a minimum period of six months. If your services are not found satisfactory during this period, the probation period may be extended further. The management can terminate the services during the probation period or after getting confirmed by giving you 1 month notice or salary in lieu thereof.

**2. Leave Eligibility:**

You will be eligible for leaves as per Company policy.

**3. Compensation and benefits:**

Your remuneration will be **INR 300000.0000 Per Annum** including Performance Linked Incentives subject to performance against set KRAs. The detailed break-up of the salary is given in **Annexure-1**. Please note that statutory deductions like **Professional Tax, PF and Income Tax** would be applicable (if any). The appraisal cycle of the company is 1<sup>st</sup> April to 31<sup>st</sup> March.

**4. 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. During probation or on confirmation as a regular employee, you will be required to give one month notice or salary thereof in case you decide to leave our services. In the event of you having any incomplete assignment, the Company will have the discretion to relieve you only at the end of the one month notice period. Similarly, the Company can terminate your services by giving you one month notice or salary thereof. The Company may terminate your services immediately on disciplinary grounds.

**5. Transfer:**

Your services can be transferred to any of our factories/ offices situated anywhere in India or abroad. At such time, the compensation applicable to a specific location will be payable to you.

**6. 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. If the Company is not satisfied, in its sole discretion, with the outcome of the background checks, the Company 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, in advance of initiating appropriate action.



## 7. Other Terms & Conditions:

You agree not to undertake employment, whether full -time or part-time, as the Director / Partner / Member /Employee of any other organization or entity engaged in any form of business activity without the consent of A-1 Fence. 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.

You will maintain during the period of your employment and thereafter complete secrecy with regard to Company's affairs and shall not disclose the Company trade secrets or any information regarding the Company's activities to any person or persons. In this regard, you need to sign a **Non-Compete Agreement** with the organization.

Post acceptance of employment offer from your end; Company reserves the rights to withdraw the employment offer anytime before your joining ; without any compensation payable to you.

Please submit 2 passport size photographs, Passport, photo copies of PAN Card, Ration Card, Voter ID, Driving License and your Educational as well as previous Employment Certificates along with the salary slips for last 3 months within 7 days of accepting this offer letter.

In A-1 Fence, there are policies that are linked to performance management, career growth and annual compensation review of an employee, these policies will be applicable to you. You will be governed by the rules, regulations and policies of the Company as applicable to you.

All the benefits are as per the Company policies, which are subject to change from time to time. This offer is also conditional upon the execution of the "Non-Compete Agreement".

***Note: The offer is subject to all clearance by third party background check.***

Welcome to the A-1 Fence family.

Yours sincerely,  
For A-1 Fence Products Company Pvt. Ltd.

**Authorised Signatory**

**ANNEXURE – 1**

Detailed Salary breakup is as below –

Pay Component	Monthly Amount	Annual Amount
<b>Fixed</b>		
<b>Fixed</b>	<b>20659</b>	<b>247917</b>
Basic	9500	114000
HRA	475	5700
Food Allowance	2600	31200
Children Education Allowance	500	6000
Conveyance Allowance	2083	25000
Medical Allowance	2083	25000
News & Periodical Allowance	1000	12000
Leave Travel Allowance	950	11400
Fuel Reimbursement	1250	15000
Special Allowance	218	2617
<b>Monthly Entitlement</b>	<b>1800</b>	<b>21600</b>
PF Co's contribution	1800	21600
<b>Annual Entitlements</b>	<b>2540</b>	<b>30483</b>
Bonus	791	9496
Performance Linked Incentives	1292	15504
Gratuity	457	5483
<b>Deductions</b>	<b>0</b>	<b>0</b>
PF Employee Contribution	1800	21600
PT	200	2400
<b>Net Taken</b>	<b>0</b>	<b>0</b>
Take Home Salary	18660	223917
<b>Total Fixed</b>	<b>24999</b>	<b>300000</b>
<b>Total CTC</b>	<b>24999</b>	<b>300000</b>

\* Take Home Salary : Fixed -Deductions



\* Out of INR 300000.0000 LPA CTC, INR 1292.00 /- is Performance Linked Incentives (PLI) (variable) subject to the performance against set KRAs for previous year which will be paid at the time of Diwali along with bonus.

Apart from this, you will also be covered under Group Personal Accident as well as Group Mediclaim Insurance provided by the Company as per company policy.

For A-1 Fence Products Company Pvt. Ltd.

Authorised Signatory

EFF/20-21/HRD/APO/058

10-Nov-2020

**TO**  
**SAI SRINIVAS SIRIMISETTI,**  
**S/O S.ARUN KUMAR**  
**D.NO:8-23/1/2 F.NO:4**  
**LALITA SANTOSH NILAYAM**  
**PRASANTHI NAGAR**  
**PENDURTHI(M)**  
**VISHAKAPATANAM(DT)**  
**ANDHRA PRADESH**  
**531173.**



**Sub: Offer of appointment-Reg.**

Dear Mr. SAI SRINIVAS SIRIMISETTI,

We are happy to inform you that you have successfully completed the training from 02-Mar-2020 to 09-Nov-2020 and pleased to offer you an appointment for the position of **FIRMWARE ENGINEER** in **R&D DEPARTMENT** of our organization. This appointment is effective from the date **10-Nov-2020**. You will be responsible for accomplishing all the assigned tasks on time.

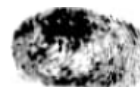
Herewith, we enclose the Terms & Conditions of appointment. **After reading the terms & conditions carefully, you are required to return the duly signed copy of the Appointment Order accepting the terms & conditions.**

We take pleasure in welcoming you and trust you will have many happy & mutually benefited years of service with Efftronics Systems Pvt. Ltd.

With regards,

For Efftronics Systems Pvt. Ltd.,

(BHAVANI SANKAR TALLURI)  
VICE-PRESIDENT



Sputhi.D  
Verified by:  
Sputhi.D

Mfrs: Networking Data Loggers and LED Displays

Developers: Embedded Systems, Software



"R&D" Recognised by DSIR, Govt. of India

**A PRODUCT DEVELOPMENT COMPANY**

An ISO 9001:2008 Company

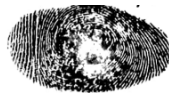
**Terms & Conditions:**

The following are the terms and conditions of your appointment:

1. You are required to serve the company for a minimum service period of **2.5 CONTINUOUS WORKING YEARS**
2. You are required to submit all your **Original Academic Certificates at the date of joining**, and the company will hold **1/3<sup>rd</sup> salary** as a caution deposit on every month up to the accumulated money is equivalent to Six months of your starting salary.
3. The accumulated caution deposit will be maintained with the company as security deposit and it would be returned with an **interest of 8%** after your completion of **2.5 Years Service** with **Efftronics Systems Pvt. Ltd.**
4. You will be under probation for a period of **Six Months** from the joining date mentioned in this appointment order and the period can be extended based on your performance, however it depends upon discretion of management.
5. After the period of probation, confirmation will be given to you in writing.
6. Your work performance would be monitored on a periodical basis and you will be responsible for accomplishing all the assigned tasks from time to time.
7. You have to undergo medical checkups periodically as per the policy of the company and keep yourself physically & mentally fit to perform the duties assigned to you. Efftronics Systems Pvt. Ltd. reserves every right to terminate your employment at any stage if you are found to be medically (physically/mentally) incompetent to perform the job.
8. Considering the company's nature of business, you are liable to be posted / transferred to any department / anywhere in India. You are required to carry all such assignments given to you with diligence and maintain company's image.
9. Traveling as per the requirement of organization should be undertaken.
10. The reimbursements for the above while traveling on official duty will be made as per the norms of the company for the expenses incurred by you.



*Praveen*



*Spuathi . D*

*S. Sai*



*Verified by:  
Veerthorik*

11. Your appointment will be governed by the policies, general service rules, regulations, practices, processes and procedures of Efftronics Systems Pvt. Ltd., applicable to you and the changes therein from time to time.
12. You will not accept any part time employment or involve directly/ indirectly in any other business activity. Besides, you will not involve yourself with the competitors of the company for a minimum period of two years from the date of your ceasing from the service with the company.
13. Whenever you are assigned with any training / up gradation programme(s) by the company, you are required to diligently and beneficially take part in all such programme(s) to accomplish the objectives.
14. No permission will be granted for doing any educational courses before the completion of **2.5Years Service**. After completion of **2.5Years Service** with Efftronics, if you want to do so; you are required to intimate and take prior permission from the company.



**Salary: -**

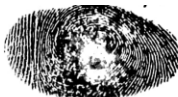
Your Initial monthly salary would be **Rs. 25,670/-**

- The company will hold **1/3<sup>rd</sup> salary** every month till the caution deposit of six months equivalent salary is accumulated. After completion of 2.5years service caution deposit would be returned with an **Interest of 8%**.

**You are entitled to the following salary and perks:**

SALARY COMPONENTS	MONTHLY
Basic Salary	15,700
House Rent Allowance	6,280
Conveyance Allowance	3,140
Other Allowances	550
<b>GROSS SALARY</b>	<b>Rs.25,670/-</b>

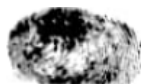
*As per*



*Spuathi . D*

*Verified by:  
Veerthorik*

*S. Sai*





**Provident Fund**

Company will contribute 12% of your basic salary towards provident fund and equal share of amount will be deducted from the salary as part of the employee's contribution as per the present PF contribution rules.



**ESI**

Company will contribute 3.25% of gross salary and the amount equal to 0.75% of gross salary will be deducted towards your share as per the present E.S.I contribution rules.

**Taxes**

All the statutory requirements like Professional tax, Income tax and other provisions applicable, if any, will be complied as per the acts of the government.

**Leaves**

**Causal Leave**

Subject to the nature of company's business, casual leaves would be granted as per the General Service rules.

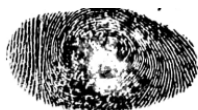
**Earned Leave**

Every employee is entitled to earned leave only on completion of one year of service with the company. The employee may be granted earned leaves as per the General Service Rules.

**Separation and Notice Period**

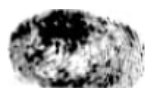
1. Your employment with the Company can be terminated either by the Company or by you by giving one-month notice during the probation period and Three months notice for confirmed employee.
2. During the employment at any time management found the employee as a Non- performer or guilty of fraud, dishonest, disobedience, disorderly behavior, Disturbing team harmony (unnecessary disputes), Harassing colleagues, Stealing either company or colleagues belongings, Abusing colleagues on their racial, caste or physical basis, Cursing/ swearing colleagues, sexual harassment, involving in any criminal acts, acts influenced because of alcoholic beverages or illegal drugs etc., negligence, indiscipline, Willful Under Performance, Mis-Use of Company provided accommodation or Staying with family/friends without prior permission from Management in the company provided Accommodation, prolonged absence from duty without permission (**Abscond**) or any other conduct considered by us which effects the company's interests, reputation and violation of one or more terms of this appointment order, your employment will be terminated at that stage itself without any notice and also because of above said actions if any damage occurs to the company's properties and any type of liability raises on the company, the same will be recovered from employee only.

*Amber*



*Spuathi . D*

*S. Sai*



*Verified by:  
Veerthorik*

3. If the company terminates on the above stated grounds and decides to relieve you before serving the entire notice period, the salary till the last working day would be paid and the caution deposit held by the company will not be returned to you. If any employee is terminated with the reason of abscond, he/she shall forfeit the caution deposit held with the company and the remaining caution deposit amount (i.e. the difference amount in case of caution deposit held is less than Security Deposit), notice period salary and any other liability shall be paid to the company.



4. If at your request the Company agrees to relieve you before serving the entire notice period, you are liable to pay the company the salary for the balance notice period. However please note that accepting any such early relieving request would be at the discretion of the company.

5. Resignation before completion of Agreement Period of **2.5 continuous working years** will be deemed to be considered as bond breakage, you have to forfeit the caution deposit held and also pay the difference amount in case of caution deposit held is less than Security Deposit.

#### **Conflicts of Interest**

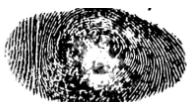
1. All programme(s), designs, modules, projects, manuals, literature dealt / developed by you, while in service shall be deemed to be the sole property of the company. Also, the company will have the sole proprietary right in any new project (s), which you may develop while you are in service.

2. Information, Technical or any other information obtained by you in any form or that will be available to you is of confidential nature and must not be disclosed directly or indirectly to any person/ company/ firm. In addition, you are not permitted to use any of the information related to work for your personal purpose and violating the same would lead to disciplinary action.

3. In the event of your ceasing to be on company's rolls, any technical, R&D, or any other information, which is of confidential nature that concerns to the company that has been in your knowledge during your association with the company should not be disclosed. If it is found that such information has been disclosed by you, the company has the right to initiate legal action against you.

4. In the event of your resignation / termination from the organization, you are required to submit all the property drawn / developed during your service with the organization, which may be in physical/ financial/ intellectual forms and have to obtain "NO DUE CERTIFICATE", failing which, the organization has the authority to proceed in any matter it feels fit to obtain the same.

*Praveen*



*Sputhi.D*

*S.Sai*



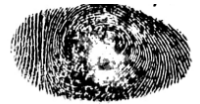
*Verified by:  
Praveen*

You are requested to report to duties within **3 days** from **Date of Appointment** failing which, it will be presumed, that you are not interested, to join our organization.



For Efftronics Systems Pvt. Ltd.,

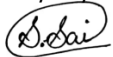
(BHAVANI SANKAR TALLURI)  
VICE-PRESIDENT



**ACCEPTANCE FORM**

I, Sirimisetti Sai Srinivas, hereby acknowledge that I agree to the above-mentioned terms and conditions.

Date: 27/11/2020

  
Signature of candidate

Place: Mangalgiro

  
Signature of Parent/ Guardian

Spuathi . D

Verified by:  


EFF/20-21/HRD/APO/059

10-Nov-2020

**TO  
TARUN RAM SAI DASARI,  
S/O D.VENKATESWARLU  
D.NO:23A-3-6  
GOSAMRAKSHANA STREET  
R R NAGAR  
ELURU  
WEST GODAVARI DT  
ANDHRA PRADESH  
534002.**



**Sub: Offer of appointment-Reg.**

Dear Mr. TARUN RAM SAI DASARI,

We are happy to inform you that you have successfully completed the training from 02-Mar-2020 to 09-Nov-2020 and pleased to offer you an appointment for the position of **FIRMWARE ENGINEER** in **R&D DEPARTMENT** of our organization. This appointment is effective from the date **10-Nov-2020**. You will be responsible for accomplishing all the assigned tasks on time.

Herewith, we enclose the Terms & Conditions of appointment. **After reading the terms & conditions carefully, you are required to return the duly signed copy of the Appointment Order accepting the terms & conditions.**

We take pleasure in welcoming you and trust you will have many happy & mutually benefited years of service with Efftronics Systems Pvt. Ltd.

With regards,

For Efftronics Systems Pvt. Ltd.,

*T. B. Sankar*

**(BHAVANI SANKAR TALLURI)  
VICE-PRESIDENT**

*Verified by:  
Veechhorish*

*Spuathi.D*

Mfrs: Networking Data Loggers and LED Displays

Developers: Embedded Systems, Software



"R&D" Recognised by DSIR, Govt. of India

**A PRODUCT DEVELOPMENT COMPANY**

An ISO 9001:2008 Company

**Terms & Conditions:**



The following are the terms and conditions of your appointment:

1. You are required to serve the company for a minimum service period of **2.5 CONTINUOUS WORKING YEARS**
2. You are required to submit all your **Original Academic Certificates at the date of joining**, and the company will hold **1/3<sup>rd</sup> salary** as a caution deposit on every month up to the accumulated money is equivalent to Six months of your starting salary.
3. The accumulated caution deposit will be maintained with the company as security deposit and it would be returned with an **interest of 8%** after your completion of **2.5 Years Service** with **Efftronics Systems Pvt. Ltd.**
4. You will be under probation for a period of **Six Months** from the joining date mentioned in this appointment order and the period can be extended based on your performance, however it depends upon discretion of management.
5. After the period of probation, confirmation will be given to you in writing.
6. Your work performance would be monitored on a periodical basis and you will be responsible for accomplishing all the assigned tasks from time to time.
7. You have to undergo medical checkups periodically as per the policy of the company and keep yourself physically & mentally fit to perform the duties assigned to you. Efftronics Systems Pvt. Ltd. reserves every right to terminate your employment at any stage if you are found to be medically (physically/mentally) incompetent to perform the job.
8. Considering the company's nature of business, you are liable to be posted / transferred to any department / anywhere in India. You are required to carry all such assignments given to you with diligence and maintain company's image.
9. Traveling as per the requirement of organization should be undertaken.
10. The reimbursements for the above while traveling on official duty will be made as per the norms of the company for the expenses incurred by you.

*Spuuthi . D*

*Verified by:  
Veechhorik*

11. Your appointment will be governed by the policies, general service rules, regulations, practices, processes and procedures of Efftronics Systems Pvt. Ltd., applicable to you and the changes therein from time to time.
12. You will not accept any part time employment or involve directly/ indirectly in any other business activity. Besides, you will not involve yourself with the competitors of the company for a minimum period of two years from the date of your ceasing from the service with the company.
13. Whenever you are assigned with any training / up gradation programme(s) by the company, you are required to diligently and beneficially take part in all such programme(s) to accomplish the objectives.
14. No permission will be granted for doing any educational courses before the completion of **2.5Years Service**. After completion of **2.5Years Service** with Efftronics, if you want to do so; you are required to intimate and take prior permission from the company.



### Salary: -

Your Initial monthly salary would be **Rs. 25,670/-**

- The company will hold **1/3<sup>rd</sup> salary** every month till the caution deposit of six months equivalent salary is accumulated. After completion of 2.5years service caution deposit would be returned with an **Interest of 8%**.

**You are entitled to the following salary and perks:**

SALARY COMPONENTS	MONTHLY
Basic Salary	15,700
House Rent Allowance	6,280
Conveyance Allowance	3,140
Other Allowances	550
<b>GROSS SALARY</b>	<b>Rs.25,670/-</b>

*Spuathi .D*

*Verified by:  
Rachanah*

### **Provident Fund**

Company will contribute 12% of your basic salary towards provident fund and equal share of amount will be deducted from the salary as part of the employee's contribution as per the present PF contribution rules.



### **ESI**

Company will contribute 3.25% of gross salary and the amount equal to 0.75% of gross salary will be deducted towards your share as per the present E.S.I contribution rules.

### **Taxes**

All the statutory requirements like Professional tax, Income tax and other provisions applicable, if any, will be complied as per the acts of the government.

### **Leaves**

#### **Causal Leave**

Subject to the nature of company's business, casual leaves would be granted as per the General Service rules.

#### **Earned Leave**

Every employee is entitled to earned leave only on completion of one year of service with the company. The employee may be granted earned leaves as per the General Service Rules.

### **Separation and Notice Period**

1. Your employment with the Company can be terminated either by the Company or by you by giving one-month notice during the probation period and Three months notice for confirmed employee.
2. During the employment at any time management found the employee as a Non- performer or guilty of fraud, dishonest, disobedience, disorderly behavior, Disturbing team harmony (unnecessary disputes), Harassing colleagues, Stealing either company or colleagues belongings, Abusing colleagues on their racial, caste or physical basis, Cursing/ swearing colleagues, sexual harassment, involving in any criminal acts, acts influenced because of alcoholic beverages or illegal drugs etc., negligence, indiscipline, Willful Under Performance, Mis-Use of Company provided accommodation or Staying with family/friends without prior permission from Management in the company provided Accommodation, prolonged absence from duty without permission (**Abscond**) or any other conduct considered by us which effects the company's interests, reputation and violation of one or more terms of this appointment order, your employment will be terminated at that stage itself without any notice and also because of above said actions if any damage occurs to the company's properties and any type of liability raises on the company, the same will be recovered from employee only.

*Spuathi .D*

*Verified by:  
Veerthorik*

3. If the company terminates on the above stated grounds and decides to relieve you before serving the entire notice period, the salary till the last working day would be paid and the caution deposit held by the company will not be returned to you. If any employee is terminated with the reason of abscond, he/she shall forfeit the caution deposit held with the company and the remaining caution deposit amount (i.e. the difference amount in case of caution deposit held is less than Security Deposit), notice period salary and any other liability shall be paid to the company.



4. If at your request the Company agrees to relieve you before serving the entire notice period, you are liable to pay the company the salary for the balance notice period. However please note that accepting any such early relieving request would be at the discretion of the company.

5. Resignation before completion of Agreement Period of **2.5 continuous working years** will be deemed to be considered as bond breakage, you have to forfeit the caution deposit held and also pay the difference amount in case of caution deposit held is less than Security Deposit.

#### **Conflicts of Interest**

1. All programme(s), designs, modules, projects, manuals, literature dealt / developed by you, while in service shall be deemed to be the sole property of the company. Also, the company will have the sole proprietary right in any new project (s), which you may develop while you are in service.

2. Information, Technical or any other information obtained by you in any form or that will be available to you is of confidential nature and must not be disclosed directly or indirectly to any person/ company/ firm. In addition, you are not permitted to use any of the information related to work for your personal purpose and violating the same would lead to disciplinary action.

3. In the event of your ceasing to be on company's rolls, any technical, R&D, or any other information, which is of confidential nature that concerns to the company that has been in your knowledge during your association with the company should not be disclosed. If it is found that such information has been disclosed by you, the company has the right to initiate legal action against you.

4. In the event of your resignation / termination from the organization, you are required to submit all the property drawn / developed during your service with the organization, which may be in physical/ financial/ intellectual forms and have to obtain "NO DUE CERTIFICATE", failing which, the organization has the authority to proceed in any matter it feels fit to obtain the same.

Spuuthi . D

Verified by:  
Reetha Horik



You are requested to report to duties within **3 days** from **Date of Appointment** failing which, it will be presumed, that you are not interested, to join our organization.



For Efftronics Systems Pvt. Ltd.,

T. B. Sankar

(BHAVANI SANKAR TALLURI)  
VICE-PRESIDENT

ACCEPTANCE FORM

I, DASARI. TARUN RAM SAI, hereby acknowledge that I agree to the above-mentioned terms and conditions.

Date: 10/11/2020

Place: Mangalagiri

Signature of candidate

D. Tarun Ram Sai



Signature of Parent/ Guardian

D. Aruna Kumari



Spuathi.D

Verified by:  
Keshavaiah

**EFF/HRD/20-21/OFF-RD/084**

**03-Jan-20**

To,

**MR DUMPA KASIVISHWANADHAM,  
S/O DUMPA SRINIVASA RAO ,  
F NO:203, SAI GANESH RESIDENCY,  
SHIPYARD LAYOUT,  
NEAR GOWSALA,PENDURTHI,  
VISAKHAPATNAM-530047,  
ANDHRA PRADESH.**



**Dear MR DUMPA KASIVISHWANADHAM,**

**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 (Firmware Engineer - R&D) in Efftronics Systems Pvt Ltd.

Your Scheduled date of joining will be on First Week of **June 2020(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,**

**(BHAVANI SANKAR T)  
VICE-PRESIDENT**

*Verified By  
Madhavip*

Page 1 of 3

**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.



*Verified By  
Madhavip*

Page 2 of 3

**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 **Willfully non-performer** or guilty of fraud, dishonest, disobedient, disorderly behavior, 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,**

**(BHAVANI SANKAR T)  
VICE-PRESIDENT**

---

**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:

Place:

Signature of Parent/ Guardian

Signature of candidate

*Verified By  
Madhavip*

Page 3 of 3

**EFF/HRD/20-21/OFF-RD/087**

**03-Jan-20**

To,

**MR MICHERLA PAVAN KUMAR,  
S/O MUTYALA RAO,  
D NO: 17-104,  
GUDIVADA, PADERU,  
VISA KHAPATNAM-531024,  
ANDHRA PRADESH.**



**Dear MR MICHERLA PAVAN KUMAR,**

**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 (Firmware Engineer - R&D) in Efftronics Systems Pvt Ltd.

Your Scheduled date of joining will be on First Week of **June 2020(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,**

**(BHAVANI SANKAR T)  
VICE-PRESIDENT**

*Verified By  
Madhavip*

**Page 1 of 3**



**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.



*Verified By  
Madhavip*

Page 2 of 3

**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 **Willfully non-performer** or guilty of fraud, dishonest, disobedient, disorderly behavior, 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,**

**(BHAVANI SANKAR T)**  
**VICE-PRESIDENT**

---

**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:

Place:

Signature of Parent/ Guardian

Signature of candidate

20<sup>th</sup> November, 2020

**Dangeti Chandramouli**  
**2-104, Rajaveedhi , Singarai, Vepada**  
**Mandal, Vizianagaram Dist. 535161**

**Sub: Offer & Appointment Letter**

Dear **Dangeti Chandramouli**,

Congratulations! With reference to the interviews conducted by **HCL TECH LTD. - IOMC ("HCL" or "Company")**, we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee in band E1**.

This position is a great match for your talent and skills, and that you will enjoy the professional challenges and growth opportunities associated with this role.

You are requested to join us on **25<sup>th</sup> November, 2020 at 9:00 A.M** at the following address, **HCL Technology limited Hub, Plot No 3A Sector 126, Noida - 201303. UP (India)**. Your joining would be subject to successful completion and compliance with the pre-joining requirements as applicable.

We at HCL believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries including our Infrastructure and BPO divisions, HCL Axon etc. In line with the same approach, we look forward to your being flexible towards your placement in **HCL TECH LTD. - IOMC**. Your growth in this organization will be in line with your capabilities.

Your Terms and Conditions of employment are detailed in this offer and appointment letter and appended annexure(s).

**Your Total Compensation will be INR 2.6 Lacs per annum outlined in Annexure I.**

You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

You will be required to sign a service agreement along with a surety amount of **INR 1.25 Lakhs** in terms of which you also bind yourself to serve the company for a period of at least of **24 months** from the date of Joining. The terms and conditions of such Service agreement shall also be deemed to form part of your contract of employment with the Company.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCL family.

You need to have cleared all the subjects & should be a pass out of **2020 batch** for the current academic course and be able to produce a provisional certificate from your college/university at the time of joining. No candidature with standing arrears will be entertained for joining on the stated date.

1

Signature of Employee: *D. Chandramouli*  
**HCL**



HCL TECHNOLOGICAL SERVICES LTD.

Corporate Identity Number: L78140DL1991PLC048369

Technology Hub, Special Economic Zone

Plot No - 3A, Sector - 12B, NOIDA 201 504, UP, India

T +91 120 6125000 F +91 120 4685030

Registered Office: 305, Noida Park, 9B, Nehru Place, New Delhi - 110019, India

www.hcltech.com

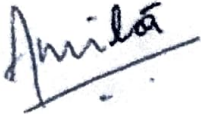
© 2016 HCL Corp.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL TECH LTD. - IOMC will stand withdrawn without any liability.

Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,


For HCL TECH LTD. - IOMC,



Amrita Das

Vice President, Head-Global Rewards

2

Signature of Employee:  Chandramouli  
**HCL**

Annexure I

COMPENSATION PLAN	
NAME	Dangeti Chandramouli
BAND	E1
DESIGNATION	Graduate Engineer Trainee
CITY	Noida
Monthly Components (in INR)	
Basic Salary	13,000.00
House Rent Allowance	3,809.00
Advance Statutory Bonus	2,126.00
Compensatory Allowance	0.33
TOTAL: Monthly	18,935.33
TOTAL: Monthly Components : Annualized	2,27,224.00
Retirals & Other Benefits (in INR)	
Provident Fund	18,720.00
Medical Insurance Premium/ESIC	6,556.00
Gratuity	7,500.00
TOTAL : Retirals	32,776.00
<b>COST TO COMPANY</b>	<b>2,60,000.00</b>
<b>Insurance &amp; Medical Benefits (in INR)</b>	<b>Max Sub limits (p.a.)</b>
Term life Insurance Cover	20,00,000.00
Disability cover due to accident (upto)	18,00,000.00
<b>NOTE:</b>	
1. Flexi Basket is only applicable in E2+ employees	
2. All salary components are governed by the company policies and statutory guidelines.	
3. This salary sheet is strictly confidential and must not be discussed with anyone other than your HCLT Reporting Manager and/or your HR Manager.	
4. Any personal tax liability arising out of compensation will be borne solely by the employee.	
5. Gratuity to be payable as per act	

## Annexure II

Welcome aboard...

It is often said that an organization can grow only if it empowers its employees to grow! At HCL, we consciously realize this fact and have developed a five-fold path for individual enlightenment that not only covers basic monetary benefits for HCLites, but also takes care of their professional growth by providing empowerment, knowledge, recognition, transformation and support.

Following are the terms and conditions that refer to our offer of employment to you for the position of **Graduate Engineer Trainee**. This is to be read in conjunction with the offer & appointment letter as attached.

### GENERAL TERMS AND CONDITIONS OF EMPLOYMENT

This Annexure lays down the general terms and conditions of employment to **HCL TECH LTD. - IOMC (herein referred as "HCL" or "Company")** and is a legally binding document.

#### 1. Location:

Your place of work will be located at **Noida**.

#### 2. Commencement of Employment:

Your period of continuous employment with the Company will commence from the date of your joining the Company subject to fulfillment of the other conditions as mentioned on this employment contract.

#### 3. Medical Checkup:

Your employment is subject to you being declared medically fit by the company doctor.

#### 4. Probation

- a) You shall be on probation for a period of **12 months** from the date of your appointment and unless notified in writing, you will be deemed as "confirmed" on completion of your probation period.
- b) Your case for permanent absorption in the employment of the Company shall be considered on your satisfactorily completing the probationary period.
- c) If during, or on the expiry of, the probation period (initial or extended) the Management finds your performance to be unsatisfactory or that you lack the aptitude for the job or that you are not suitable for the job, or the like, your probationary employment would be liable to be terminated, at any time, and without any liability..

#### 5. HCL Training Program:

Training (classroom/on the job) sessions will be conducted after your joining. The training period may be either extended or may be deemed completed earlier, at the discretion of the Management.

## 6. Notice Period/ Separation:

Your employment with the Company can also be terminated either by the Company or by you by giving the other party 60 days' advance notice. If the Company terminates the employment and decides to relieve you before the completion of the notice period, the 'Basic' component of the salary for the balance notice period would be paid to you by adjusting the amounts payable by you to the Company. For the avoidance of doubt, all amounts payable by you to the company would need to be cleared forthwith in the event of such termination. If at your request, the Company agrees to relieve you before serving the full notice period, you will be liable to pay the Company the 'Basic' component of the salary for the balance notice period along with other amount payable by you to the company, if any. However, please note that accepting any such early relieving request would be entirely at the discretion of the Company. Further, the aforesaid requirement of notice may be extended, if mutually agreed by you and the Company.

On termination of your employment for any reason, you shall comply with the Company's termination procedures, sign all documents and return all Company property. The Company will not be bound to pay the dues, if any, till you have completed all the separation procedures.

## 7. Increments and Promotions

Your growth in terms of role, compensation etc., in the Company will be based on your performance. Your salary will be subject to annual salary review. Salary adjustments effected at the salary review takes into consideration your job performance, movement of remuneration levels, benefits and conditions. Your anniversary performance appraisal and compensation review will be aligned and effected from the first day of the subsequent quarter of your anniversary, post which you will be aligned to July/October Cycle, or any other Cycle as per discretion of the Company, depending on your current DOJ/Band/Employee Group.

## 8. Agreements:

You may be required to sign necessary agreements with the Company or any other client as required and complete various formalities as per the 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.

## 9. Background and Reference Check:

This offer of employment is subject to your clearing our BGV process. As a precondition to accept this Offer Letter, you hereby give your express authorization to the Company (or the appointed third party) to conduct a background investigation on your credentials, as may be necessary and further agree that any misrepresentation in this regard or your failure to clear the BGV process shall give rise to the withdrawal of this offer of employment, and any employment contract which may have been subsequently executed shall be deemed void and ineffectual.

During the terms of employment, the Company may undertake the process of checking credentials of the Employee in terms of education, previous employment(s), and other information provided in the resumes/CVs as submitted by the said Employees, either on its own or with the help of a third party as and when required. For the avoidance of doubt, the Employee's signature in this Agreement constitutes the Employee's express authorization for the Company (or the appointed third party) to conduct a background investigation on his/her credentials, as may be necessary. Furthermore, the Employee agrees to submit himself /herself to random drug /medical testing at any time during the course of employment as permitted by law.

You would be required to submit photocopies of documents detailed in Annexure III to facilitate the joining and background verification process. The company may also undertake reference check through at least two professional references submitted during the process of selection.

#### 10. Working Hours:

This division works 24x7 Shifts and you will be required to do so as per the need of the organization. You may be required to work in shifts and/or in extended working hours, as permitted by law, if required as per business needs. The same are subject to change from time to time.

#### 11. Mobility:

The Company may require you to perform duties and undertake assignments for the Company in any part of India or abroad, whether at the Company's premises or that of its customers/clients. You are also liable to be transferred to any office or branch of the Company anywhere in India or abroad. During deputation to any customer/client's premises you shall abide by the terms and conditions pertaining to such premises and Country.

#### 12. Deputation/ Transfer:

Company may also depute you to work with any of the Group Companies or transfer your services to any Group Company. On such transfer of your employment, the present terms and conditions will cease and the employment will be governed by the terms of employment of the Company you are transferred to. You shall however be entitled to continuity of service.

#### 13. Retirement:

You will retire from service on attaining superannuation at the age of 55 years.

#### 14. Other benefits:

You shall be eligible for other benefits related to leaves, perquisites etc. in accordance with the prevailing terms of employment in the Company. Notwithstanding the above, the Company reserves the right to change the above-mentioned benefits as and when it deems necessary and you will be notified accordingly.

#### 15. Transport Facility

You shall be provided the shift cabs for pick and drop from home to office and vice versa within the limit of 20 KMs as per the company policy.

#### 16. IP, Copyright, Inventions and Patents

All inventions, discoveries, improvements, copyrightable material, trademarks ideas and concepts and other intellectual property rights that you may make or conceive, either solely or jointly with others, during the period of your employment, shall be deemed to be sole property of the company and you hereby waive any and all right, title or interest, if any, in the same in favor of the company. Further, it shall be your duty to promptly reduce to writing and disclose to the Company all such inventions, discoveries, improvements, copyrightable material, trademarks ideas and concepts and other intellectual property rights, which you may make or conceive. You agree to, at all times, assist the company in every proper and possible way to patent or register the said ideas, concepts, inventions, discoveries, improvements, copyrightable material and/or trademarks in any and all countries and to vest the title thereto in the company, its successors, assigns and nominees. Your obligations under this clause shall survive expiration or termination of your employment with the Company.

**17. Data Protection:**

- a) The Employee consents to the holding & processing of personal data provided to the Employer for all purposes of the administration and management of his/her employment and/or the Company's business
- b) The Employee hereby agrees to his/her personal data being collected & the same being transferred, stored and processed by the Company in India and any other countries where the Company, its Group Company and Company Clients have offices, in accordance with the applicable laws
- c) The Employee also agrees that the Company may make such data available to its advisors, other agencies, such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and various regulatory authorities.
- d) During employment, the employee will have the right to amend/modify/alter his/her personal information. The employer will exercise all reasonable diligence for safeguarding personal information, as have been disclosed by the employee. It is clarified that the said obligation will not be applicable in case of legally compelled disclosures.
- e) The Employee further acknowledges and agrees that the Employer may, in the course of business, be required to disclose personal data relating to him/her, after the end of his/her employment to any group/statutory bodies/authorities as required under applicable law/requirements. However, any personal data, which is no longer required, will be deleted without undue delay

**18. Exclusivity of service**

You agree not to undertake employment whether full time or part time, as the Director/ Partner/member/employee of any other organization or entity engaged in any form of business activity without the consent of **HCL TECH LTD. - IOMC**. The consent may be given subject to any terms and conditions that the company may think fit and may be withdrawn at the discretion of the company.

**18. Confidentiality & Non-Disclosure:**

You acknowledge that the disclosure of any commercially sensitive information, trade secrets or other confidential information (which may not be readily available to competitors or to the general public) will cause significant harm to the Company.

You agree that you shall not at any time during your employment (except in the proper performance of your duties) with the Company, or at any time (without limit) after the termination thereof, directly or indirectly use or exploit for your own purposes or those of any other person, company, business entity or other organization whatsoever, or disclose to any person, company, business entity or other organization whatsoever, any trade secrets of the Company or its associated companies; any confidential information relating or belonging to the Company including but not limited to any such information relating to customers, customer lists or requirements, price lists or pricing structures, marketing and information, Intellectual Property, business plans or dealings, technical data, employees or officers, financial information and plans, designs, formulae, product lines or research activities; source codes and computer systems, software, any document marked "Confidential"; any information which you have been told is confidential or which you might reasonably expect the Company to regard as confidential or any information which has been given to the Company or any Associated Company in confidence by customers, suppliers and other persons.

You shall not at any time during the continuance of your employment with the Company make any notes or memoranda relating to any matter within the scope of the Company's or any Associated Company's business, dealings or affairs otherwise than for the benefit of the Company or any Associated Company.

You must not make or communicate (or cause or facilitate the making or communication of) any oral or written statement to any representative of the press, television, radio or other media on any matter connected with or relating to the Company or any of its Associated Companies, without the prior written consent of the Company.

The obligations contained in this provision shall not apply to, any information which you are required to disclose in accordance with an order of a Court of competent jurisdiction, any information or knowledge which may subsequently come into the public domain other than by way of unauthorized disclosure (whether by you or a third party), any act of yours in the proper performance of the duties of your employment; any use or disclosure where such use or disclosure has been properly authorized by the Company.

Your obligations under this paragraph would continue even beyond the cessation/termination of your employment. Any violation of the above obligations/conditions shall render you liable for appropriate disciplinary action including termination of your employment.

#### 19. Rules, Policies, Procedures:

The Employee must comply at all times with the Company's rules, policies and procedures relating to equal opportunities, harassment, health and safety, e-mail and internet use, and all other rules, policies and procedures introduced by the Company from time to time. For the avoidance of doubt such rules, policies and procedures are not incorporated by reference into this contract and they may be changed, replaced or withdrawn at any time at the discretion of the Company.

Further, during the period of your employment with HCL, you will be required to inter alia comply with the Company's Code of Business Ethics & Conduct, Anti Bribery & Anti-Corruption, Business Gift and Entertainment policy and failure to do so shall entitle HCL to take appropriate disciplinary action which may lead & include up to termination of your employment with HCL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of **HCL TECH LTD. - IOMC** as applicable to you and the changes therein from time to time.

#### 20. Correctness of the Details Furnished:

You have been appointed on the presumption that the particulars furnished in your application and resume are correct. In the event the said particulars are found to be incorrect or that you have concluded or withheld some other relevant facts, your appointment with the Company shall stand terminated/cancelled without any notice.

#### 21. Warranty and Undertaking:

You represent and warrant that you are not subject to any agreement, arrangement, contract, understanding, court order or otherwise, which in any way directly or indirectly restricts or prohibits you from fully performing the duties of your employment or any of them, in accordance with the terms and conditions of this Agreement.

You warrant and agree that you are not entering into this Agreement in reliance on any representation not expressly set out in this Agreement.

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L741003, 130079, 0246989

Technology Hub, Special Economic Zone

Plot No. -3A, Sector -130, NOIDA 201 304, UP, India

Tel: +91 120 6125000 F: +91 120 4680000

Registered Office: 6th, Sector/13, NE, Nehru Place, New Delhi - 110019, India

www.hcltech.com

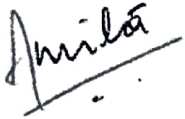
email: PCL@hcl.com

**22. Changes to the terms & conditions:**

The Company reserves the right to make reasonable changes to any of your terms and conditions of employment. If the Company changes any of the terms and conditions of your employment, it will notify you in writing of the changes taking effect.

In case of any dispute as to the interpretation of the terms and conditions of your service, the decision of the Company shall be final and binding on you.

For HCL TECH LTD. - IOMC,



**Amrita Das**  
**Vice President, Head-Global Rewards**  
**20<sup>th</sup> November, 2020**

I confirm receipt of and accept the above Terms & Conditions of Employment.



**Annexure III**

<b>LIST OF DOCUMENTS/INFORMATION TO BE SUBMITTED ONLINE TO FACILITATE PRE-EMPLOYMENT BGV (BACKGROUND VERIFICATION / VALIDATION) AND APPOINTMENT PROCESS IN HCL</b>	
<b>S.No.</b>	<b>Particulars (To be submitted to the Recruiter/Online of the BGV link)</b>
1	<b>Highest Qualification</b> - Degree Certificate, All Years Mark sheets Provisional Degree Certificate required for courses completed in the last 6 months from the current date
2	<b>Permanent/Current Address Proof</b> – Passport, Ration Card, Voter ID, Driving License, , Rental agreement or Lease agreement etc.
3	<b>Previous Employer</b> – Relieving and Experience Letter, latest salary slips & offer letter with Employee ID Number
4	A duly filled and signed copy of the BGV(Joining Form) Form and LOA (letter of authorization)
5	<b>Identity Verification</b> - Copy of valid passport and PAN card required
<b>Additional documents (To be submitted on request – Only if required)</b>	
1. Highest Qualification- Admit card, college and university official’s (Registrar and Director) detail  2. Previous Employer – Direct HR Contact, PF account details, bank statement showing salary transfer and Form 16, if company is active, employer’s active address.	
<b>Things to Remember</b>	
1. The information provided in Resume and background verification form must be same.  2. Information provided in background verification form must be accurate.  3. Period of stay mentioned in the background verification form should be correct and in continuation (without any GAP).  4. Any Gap in Employment or Education must be informed explicitly to the recruiter.	
Additional document can be requested to clear background verification therefore to avoid delay it is advisable to submit these documents along with the mandatory documents.	

<b>List of Documents required for joining / induction day (Hard Copies)</b>		
<b>S. No</b>	<b>Document Name</b>	<b>Number of Photocopies</b>
1	Latest Offer/Appointment Letter with Cost to Company (CTC and ALL ANNEXURES)	1
2	Extension Letter (if the Date of Joining in the offer letter is past dated)	1
3	Passport –Front copy only - for Name & DOB proof.	1
4	10 <sup>th</sup> Mark sheet, only if passport is not available.	1
5	PAN CARD as ID Proof (Only if passport is not available)	1
6	Passport Size Photographs (Only with white background)	3

HCL TECHNOLOGIES LIMITED

Corporate Identity Number: U24140DL1997M20166700

Registered Office: HCL, Sector 129, Gurgaon, Haryana

Plot No. 04, Sector 129, Gurgaon, Haryana, India

E: [hr@hcl.com](mailto:hr@hcl.com) / [hr@hcl.com](mailto:hr@hcl.com)

Registered Office: HCL, Sector 129, Gurgaon, Haryana, India

[www.hcltech.com](http://www.hcltech.com)

© 2017 HCL

- Please ensure all documents are **Self-attested** (Photocopies)
- Please ensure that the photocopies are clearly visible as dark and hazy photocopies are not accepted
- Please avoid clicking pictures of documents and taking printouts
- Please do not send soft copies through Emails.
- Please bring a copy of your Aadhar card on the Induction day, so that HCL onboarding team can ensure the right information is passed on for EPF (Employee Provident Fund) / EPS (Employee Pension Scheme) / UAN (Universal Account Number) account creation/porting etc.
- HCL will only validate the accuracy of the Aadhar Card details for EPF/EPS/UAN and shall not store or use Aadhar card information for any other purposes.
- Please keep your PF account number (immediate previous employment), UAN information handy as these details are required on the induction day.
- Induction Timings are **0900 to 1830 IST**.
- Please ensure your BGV Status is Green, before the Date of Joining, check with your Recruiter on the progress/Status.
- All storage Media Devices e.g. laptop, Pen Drives etc. are not allowed inside the campus

You are required to report to HCL Onboarding Team for completing joining formalities on the day of joining by 9:00 a.m. at your respective location of joining as following:

**Location of HCL Onboarding Team for joining formalities:**

S. No	Location	Address
1	NOIDA	<b>Mondays and Thursdays:</b> Triveni Induction Room, First Floor, KNMA Tower, Gate number 1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India) <b>Tuesdays, Wednesdays and Fridays:</b> Akashi Induction Room, Ground Floor, Tower - 1, Gate number -1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India)
2	CHENNAI	HCL Technologies Ltd,Sez Unit-2 (Sdb2 Buid), Eclot-Special Economic Zone, 602/3, Shollinganallur Village, Shollinganallur-Medavakkam High Road, Chennai-600119
3	BANGLORE	HCL Technologies Ltd, SAL (602), 6th Floor, Tower 4, Special Economic Zone (SEZ), 129, Jigani Industrial Area, Bommasandra-Jigani Link Road, Bangalore - 562 106
4	KOLKATA	HCL Technologies Ltd,Level-4, Building -A3 Unitech Infospace, Dh Street, Rajarhat, Kolkata-700091
5	HYDERABAD	HCL Technologies Ltd,Special Economic Zone, Phoenix Infocity Pvt Ltd, H-01, Level -2 , Hitec City 2-Survey No. 30,34,35 & 38, Madhapur, Hyderabad-500081
6	PUNE	HCL Technologies Ltd,Blue Bell, Tower-7, Level- Upper Ground Floor , Wing (A&B), Magarpatta, Sez, Pune-411013
7	MUMBAI	HCL Comnet Ltd,Arena Tower, Ground Floor, Road No 12, Midc, Andheri East, Opp Goldfinch Hotel, Mumbai-400093
8	LUCKNOW	HCL Technologies Ltd,HCL IT City, SDC-01, 2nd Floor - Induction Room, Chack Gajaria Farms, Sultanpur Road, Lucknow, Uttar Pradesh-226002
9	MADURAI	HCL Technologies Ltd, Sez Unit-1, Tower-1, Elcot, Special Economic Zone, Survey No. 1/2, 1/3, 1/19, 1/20, 4/1, 2/1, 2/2, 4/2, & 5, Plot No. 5&7,Ilandhaikulam Village-Madurai-Tamil Nadu-625020
10	Nagpur	HCL Technologies Ltd, Plot No.5, Sector 12, Mihani SEZ, Nagpur
11	Coimbatore	State Street Hcl Services   Human Resources   Module - 201, 202, 203, 204 And 206 - 2Nd Floor, Tidelpark Coimbatore Limited, Coimbatore - 641014,Extn : 04226657526
12	Vijayawada	State Street HCL Services Private LimitedMedha IT Towers,Third Floor,Kesarapalli,Gannavaram,Krishna District 521102

## ANNEXURE IV

### EXPLANATION OF COMPENSATION STRUCTURE AND SOME BENEFITS

To facilitate an easy understanding of your compensation structure (Cost to Company, CTC), the various components have been categorized under the following broad heads:

- ↓ Basic Salary
- ↓ Monthly Allowances
- ↓ Retirals & Insurances Benefit

The details for each component falling under these heads are explained as following:

#### BASIC SALARY

The Basic Salary is standard across organization and brought to a certain value of the CTC. Basic salary has an impact on various other components such as the PF contribution, medical insurance cover, Gratuity, HRA etc. and hence has to be balanced so as not to substantially reduce the employee's take home salary.

#### MONTHLY ALLOWANCES

- **House Rent Allowance (HRA):** The HRA is payable maximum Up to 100% of the Basic Salary and paid monthly. This includes the Company Leased Accommodation value. For those who are not staying in a rented accommodation, can declare the same in the system post joining and this amount would be paid as taxable component.
- **Food Wallet:** Food Wallet is a voluntary benefit and is applicable for payments related to food and non- alcoholic beverages only. Once enrolled, the benefit should be availed within HCL Cafeterias or food joints outside HCL campus which serves only food and non-alcoholic beverages. This Food Wallet cannot be used in any other outlet other than designated food outlet.
- **Holiday Allowance:** Holiday Allowance is payable maximum up to INR. 50,000/- spread over 12 months.
- **Bright Hour Allowance (BHA):** BHA is a non-recoverable monthly earning opportunity payable against a declaration by the employee for his/her availability in the Bright Hours and consent to move to any other OMC at any given time working during Bright Hours.
- **Advance Statutory Bonus:** Applicable where monthly gross does not exceed INR. 21,000/- (excluding variable component) as per the Payment of Bonus Act.
- **Compensatory Allowance:** Compensatory Allowance is a buffer component that adjusts the amount of CTC against all other fixed components.

#### RETIRALS & INSURANCES BENEFIT

You and your dependants will be covered under Social Security as per the law and Insurance Benefits policy offered by the company. The amount mentioned under 'Insurance and Medical Benefits' in your compensation structure is applicable towards various insurances (Medical Insurance, Term Life Insurance, Personal Accident Insurance).

**Medical Insurance:** Some of the salient features of the Group Health Medical Insurance policy are as follows:

- The policy covers Hospitalization expenses and Maternity expenses.
  - By default, the employees (who are not covered under the ESI Act, 1948) will be mandatorily covered under the benefit. The benefit will also be available to cover Spouse, dependent children, dependent parents/in-laws, dependent brothers who are unemployed but below the age of 25 and sisters (unmarried & unemployed), additionally, by declaring them as dependants and on confirming that they are NOT covered under any other employer-sponsored medical scheme (e.g., Central Government Health Scheme) and that they are wholly or substantially dependent on you for their medical needs.
  - The premium payable depends on the dependants declared.
  - The hospitalization coverage limit will be same as defined in compensation structure.
  - Company reserves the right to amend the benefit plan and shall keep all employees informed/updated.
  - You may refer 'Medical Insurance policy' for further details.
- **Coverage under ESI:** The employee will be covered under Employee State Insurance Scheme in accordance with the applicable norms and amendments made during time to time or any further amendment which may come into force during the employment tenure under **Employees' State Insurance Act, 1948**.

Employees covered under ESI would not be covered by default under HCL's medical insurance benefit. Option to enroll under medical insurance is available as well; however, in such a case, the additional cost of annual medical premium has to be borne by the employee as per terms and conditions elucidated under Medical Insurance policy.

\*The employee & employer contribution will be payable as per current prescribed rates under ESI Rules.

- **Employer's contribution to Provident Fund:** As per statutory requirements, an employee has to contribute 12% of the basic salary towards Provident Fund (PF). HCL contributes matching amount to PF. Out of employer's contribution, 8.33% of monthly basic or INR. 1,250/- whichever is lower is remitted to PF authorities towards Employees' Pension Scheme (EPS). All employees are thereby eligible to draw pension after superannuation, except those who had opted out of EPS as per Form-11 declaration.

\*The percentage and amount is in compliance with the current PF Act.

- **Gratuity:** As per statutory requirements, it is employer's statutory liability to pay 15 days' Basic salary (15/26 of a monthly Basic) for every completed year of service to each of his employees on their exit, for any reason after five years of continuous service, subject to maximum limit of INR 20.00 lakhs.
- **Term Life Insurance (including EDLI):** At HCL, you will be covered under the Term-life Insurance which provides safety net to family in case of death of the employee due to any reasons. The applicable amount is mentioned in your offer letter.

HCL TECHNOLOGIES LTD.

Corporate Identity Number: U74140DL1991PLC044364

Technology Hub, Special Economic Zone

Plot No. 8A, Sector 126, NOIDA 201 304, UP, India

Tel: +91 120 6124000 F: +91 120 4630000

Registered Office: 806, Suddharth, 96, Nehru Place, New Delhi 110 019, India

[www.hcltech.com](http://www.hcltech.com)

[www.hcl.com](http://www.hcl.com)

- **Disability Insurance:** You are also covered against any permanent or partial disability that may arise due to an accident. The amount payable by Insurer for a disability shall depend on nature of the disability. The amount mentioned in your offer letter is the maximum amount paid by Insurer as per the nature of a disability. You may refer 'Personal Accident Insurance' policy for further details.

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

**HCL TECH LTD. - IOMC** will correspond with you on the address & contact details mentioned below :-

**Permanent Address: 2-104, Rajaveedhi , Singarai, Vepada Mandal, Vizianagaram Dist. 535161**

**Email ID: dangetichandra.2016.ece@anits.edu.in**

**Telephone Number: 8328227583**



## EMPLOYMENT OFFER

Hyderabad ,  
2019-12-22.

Ref. No.: JTS-OL-1920-040

To

**Ms.Sujini Lavanya Reddi ,**  
D.No.:2-91,  
Peddarambhadrapuram,  
Payakaraopet,  
Vishakhaptanam

### **Sub. : Employment Offer Letter**

Dear **Ms.Sujini Lavanya,**

This is further to your personal interview held at our office on 2019-12-22. We are pleased to offer you an employment in our Organization as **Engineer Trainee**. Your place of employment will be at our corporate office in Hyderabad.

You will be under probation for a period of three months. Your gross salary per annum will be **Rs.180000/-**. In addition, you may be eligible to get incentive based on the direct revenue generated by you to the company beyond a set limit.

Please note that this employment is being offered to you with a minimum service commitment of **one year** from the date of joining. You are requested to submit your copies of Educational and Experience Certificates within one week from the date of joining at **Jytra Technology Solutions Pvt. Ltd. .**

This employment offer is valid till **2020-05-31** and you are required to join on or before this date, the offer stands withdrawn thereafter. You need to work for at least 8 hours per day and 45 hours per week during our regular business hours. You are entitled to get **12** personal leaves per year which will be credited proportionately at the end of each month. Further you should be willing to work in shifts and at customer locations as per the business requirements. **2 months notice period** is required in case of service resignation after serving the notice period.

You are expected to maintain utmost secrecy in regard to the business affairs of **Jytra Technology Solutions Pvt. Ltd.** and shall keep the information, data and passwords strictly confidential. No data, information, technical documents, drawings etc., shall be transmitted outside the office premises in any format.

We welcome you to the family of **Jytra Technology Solutions Pvt. Ltd. ,** and looking forward for a long term and mutually beneficial professional association. If you need additional information, please contact the undersigned.

For **Jytra Technology Solutions Pvt. Ltd.**

Murali Krishna Mutyala  
CEO

*Note: This is ERP generated document and doesn't require any physical signature.*



Reddi Prasadu &lt;rprasad.it@anits.edu.in&gt;

**Fwd: FACE Pre-Joining Internship | Are you ready?**

1 message

**A P S V R Subrahmanyam** <apsvrsubrahmanyam.me@anits.edu.in>  
To: Reddi Prasadu <rprasad.it@anits.edu.in>

Wed, Feb 24, 2021 at 11:11 AM

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

From: **pavan kumar** <kpavankumar182@gmail.com>  
Date: Tue, Feb 23, 2021, 15:06  
Subject: Fwd: FACE Pre-Joining Internship | Are you ready?  
To: <apsvrsubrahmanyam.me@anits.edu.in>

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

From: **Vijay Anand P S** <vijay@focusacademy.in>  
Date: Fri, 20 Dec, 2019, 6:36 pm  
Subject: FACE Pre-Joining Internship | Are you ready?  
To:

Hi there!

Congratulations on securing a position with us as an Associate Trainer!! We are excited about the energy and potential that you bring to our company.

While we prepare and release your offer letters, we wanted to quickly check whether you are able to join us for the final semester internship with us starting 8 Jan 2020.

**Pre-Joining Internship - What would this entail?**

- You will work with us as an intern for 3 months from Jan to April 2020  
(You can avail leaves to attend to exams and project presentations)
- You will get a jump-start in your role by adding topics to your training portfolio  
(This will help you expedite your probation, when you re-join as an employee after course completion)
- You will get paid an internship stipend
- You will experience the real world

Are you ready? If you are, then please fill out the form at the link below:

<https://tinyurl.com/rna5cy8>

Pls fill out the form before Sunday EOD (22 Dec 2019), to help us streamline your on-boarding process.

This internship would ideally apply to candidates who are free to do an internship in their 8th semester of study. If you have academic commitments during your 8th semester, you need not fill out this form.

If you have any queries, please reach out to **Ms. Angeline Margaret** (HR Team) via email at [angeline.margaret@focusacademy.in](mailto:angeline.margaret@focusacademy.in)

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

Cheers,  
Vijay.

--

**Vijay Anand P S**

Vice President - Human Resources



2/24/2021

Anil Neerukonda Institute of Technology & Sciences Mail - Fwd: FACE Pre-Joining Internship | Are you ready?



12, Lakshmi Nagar, Thottipalayam Pirivu, Avinashi Rd, Coimbatore - 641014, India. **Email:** [vijay@focusacademy.in](mailto:vijay@focusacademy.in) | **Web:** [www.focusacademy.in](http://www.focusacademy.in)

*The information contained in this email and any attachments is confidential and may be subject to copyright or other intellectual property protection. If you are not the intended recipient, you are not authorized to use or disclose this information, and we request you to notify us by reply mail at [email@focusacademy.in](mailto:email@focusacademy.in) or telephone and delete the original message from your mail system.*

## Offer of Appointment

Date: 20/01/2020

Dear Ms. Kethineedi Sharmila,

Congratulations!

Warm Welcome to Lincoln Tech Pvt. Ltd.!!

As discussed, we are glad to offer you the appointment as a **Software Intern** in our organization, subject to the following terms and conditions.

1. Your date of appointment will be effective from the **27<sup>th</sup> of January 2020** failing which this letter automatically stands canceled. The joining date may prepone or postpone depending on the company's timeline. 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 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)*. 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 1.2 LPA** (*Indian Rupees ONE LAC TWENTY THOUSAND RUPEES only*) per annum.
2. Income tax and other statutory deduction are borne by you.
3. Your salary will be reviewed periodically as per company policy.
4. The changes in your compensation are discretionary and will be subject to your satisfactory performance.
5. Upon requirement, you may need to travel to the Client location. In such a case, the company will bear the visa, free accommodation, and local travel expenses.

**Salary:** Your salary will be paid monthly through bank transfer on the last day of the month, for which you might be required to open a Bank A/c with any of the Companies specified Bank/s. Disbursement of Salary is subject to your regular attendance, submission and updating of Permanent Account Number (PAN) details in the company's records.



## 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 the final salary due to your termination of employment will be made in respect of leave taken in excess of entitlement.

Annual leave approval is based on the Companies discretion upon the convenience of the Company or its Client with sufficient notice of intention to be submitted one (1) week before for approval process. All leaves are subject for approval by your immediate Supervisor /Manager.

Medical leave should be supported by a Medical Certificate from any empanel clinic/hospital on where you are insured by the Company in India.

## PERFORMANCE REVIEWS

Employee performance will be evaluated and reviewed every 3 months. If the employee performance is not satisfactory, then Lincoln Tech Pvt. Ltd. will have the right to terminate their employment at any time with 1-month notice.

A performance appraisal exercise and salary review will be carried out yearly on a common Annual date that is decided by the Company.

## GENERAL CONDUCT

During your employment, you will naturally wish your conduct to be such as not to discredit you or the Company and you will be expected to perform the duties assigned to you in a loyal efficient, trustworthy and honest fashion. You will also be expected to conduct your private affairs in a manner benefitting your status within the company.

## REPORTING

At present, your immediate reporting authority is the Technical Lead of Lincoln Tech Pvt. Ltd. You may be required to report to another person when the Company represents if any.

## BUSINESS REVIEWS & MEETINGS

- a) You are expected to participate in weekly reviews, with all available full information and discuss the progress and action plan for the nextweek.
- b) Daily, Weekly and Monthly reports should be submitted in the prescribed formats.

## JOB SCOPE

You shall carry out your job responsibilities with due diligence and to the best of your skills and knowledge. In your assignment, you are responsible for the duty of a **Software Intern** which will be arranged by your immediate superior, from time to time, in order to achieve the best performance possible.



## DUTIES & RESPONSIBILITIES

1. You shall perform the duties assigned to you in a loyal efficient, trustworthy and honest conduct. You are also expected to conduct your personal matters in a manner benefiting your status within the company.
2. You shall effectively perform to ensure the results and you will be expected to work extra hours to achieve this whenever the job so requires.
3. You should undertake any activities/seminars that are being organized by the company/client and work as a team with your best endeavor performance.
4. You shall not engage yourself directly or indirectly in any other profitable business connected with the dealings or activities of the company in anyway.
5. You shall not engage yourself in any other employment/business (either full-time or part-time), directly or indirectly as long as you are employed with Lincoln Tech Pvt. Ltd.
6. During the course of your employment with the Company, you will have access to confidential/proprietary information of the organization, its clients, its business transactions, and associated companies. Therefore, you shall not disclose such confidential/proprietary information to any third party and /or to any unauthorized person during the course of your employment and for a duration of one (1) year after you have ceased in the employment of this organization.
7. All notes and memoranda pertaining to the Company trade secrets and confidential/ proprietary information made or acquired by you during the course of your employment shall at all times remain the property of the Company. You are required to deal with the company's money and documents with utmost honesty and professional ethics. Upon termination of your employment, you shall return all notes/memoranda and any copies thereof to the organization that you obtained during the course of your employment.
8. You shall strictly maintain the secrecy of and not to divulge, communicate in any manner, any information regarding your remuneration/terms of employment to any other employee of the company except your immediate superior. Any such disclosure is a serious case of indiscipline and would render you liable for termination with immediate effect, notwithstanding other terms and conditions mentioned in your appointment letter.
9. If you are found guilty at any point of time of moral turpitude or of dishonesty in dealing with the company's money or material or documents or of theft of misappropriation regardless of the value involved, your services would be terminated with immediate effect, notwithstanding other terms and conditions mentioned in your offer letter.

You shall assign the Company absolutely all vested, contingent or future or copyright and all rights in the work that you have performed during the period of your employment. Any invention/discovery of new/advanced methods of improving processes/systems in relation to the operations in the company or its affiliates or clients, then such developments/ discoveries/ inventions shall remain the sole right/property of the company.

## TERMINATION

Upon confirmation, either party has the right to terminate the employment agreement by giving written notice as described.

- a) The Employer can terminate the employment agreement by giving one (1) month notice in writing.
- b) The Employee can terminate employment agreement by giving three (3) months' notice in writing.



It is your responsibility to work to the satisfaction of the Company. If the Company is dissatisfied with your working performance, discipline or any other unprofessional circumstances arise, your employment can be terminated with immediate effect. The Company may not provide any compensation to you in the event where the termination is justified as per the above-mentioned grounds.

#### **VERIFICATION**

The Company shall verify the facts stated by you in your resume submitted during the interview process. If any of the facts stated therein are found to be false, your services will be terminated immediately without any notice or any compensation in lieu of the notice period.

#### **NON-COMPETITION & NON-SOLICITATION**

For a period of one (1) year following the employment termination for whatsoever reasons, you shall not directly or indirectly solicit business from the Company's Clients and/or its end-users.

#### **INTELLECTUAL PROPERTY**

You shall assign the Company absolutely all vested, contingent or future or copyright and all rights in the work that you have performed during the period of your employment.

#### **CONFIDENTIALITY**

You will not either during the continuance of this employment or after termination, disclose or divulge any secrets, transactions or information in respect of the Company's business which may come within your knowledge or possession during the course of your employment, without the consent of the Company. 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. Please ensure that you maintain all confidential information (defined by the confidential policy of the company from time to time) as secret and confidential.

You shall not use/reveal/disclose any such confidential information except as may be required under the obligation of law or as may be required by the company and in the course of your employment. This covenant shall continue throughout your employment and for a period of one(1) year from the cessation of your employment with the company (irrespective of the circumstances of, or the reasons for, the cessation).

*This clause will survive the termination of this Agreement.*

#### **COMMERCIAL PURSUITS**

You shall not at any time during your service with the Company, either directly or indirectly, engage in any trade, private practice, commercial undertaking or other occupation, gainfully, or otherwise, without the prior written consent of the Chief Executive Officer or General Manager of the Company.

#### **CONFLICT OF INTEREST**

For a period of one (1) year from the cessation of your employment with the company (irrespective of the circumstances of, or the reasons for, the cessation),

- a) You are restrained from working with the client/s with whom Lincoln Tech Pvt. Ltd has been in a business relationship unless otherwise there is written consent from Lincoln Tech Pvt. Ltd.



b) You shall not solicit/encourage any of the following:

- 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.
- 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.
- Any existing employee to become associated with, or perform services of any type for any third party.

#### **INDEMNITY/ FORCE MAJEURE**

Company shall not be held responsible for any claims, cost, damages, loss or liabilities arising from the performance of your duties for the Company and/or its clients or arising from a negligent or unlawful act or omission by you.

#### **ENTIRE AGREEMENT**

This agreement contains the entire agreement between the parties, superseding in all respects any and all prior oral or written agreements or understandings pertaining to the employment of the Employee by the Employer and shall be amended or modified only by a written instrument signed by both of the parties hereto.

If at any point of time, during your contract, you are involved/found guilty of any sort of dishonesty/negligence/ indiscipline or any other conduct considered by the Company as detrimental to the interests of the company, or of violation of one or more terms of this letter, then your services are liable to be terminated without notice. The decision of the Company Management will be final in this matter.

This agreement shall be construed and interpreted according to the laws of India. The above-mentioned terms and conditions of employment are subject to change depending on changes to legislation and the Company Policies. You are governed by the company's policies and rules regarding leaves, provided benefits, misconduct, indiscipline and/or other matters. You will keep us informed of any change in your residential address, civil or marital status and other such matters.

The parties here to agree that in the event any article or part thereof this agreement is held to be unenforceable or invalid the said articles or part shall be struck and all remaining provision shall remain in full force and effect.

We at Lincoln Tech Pvt. Ltd. Believe in YOU and on YOUR capabilities to add value to our company. We are sure that not only you will contribute in your field of expertise but also help build this organization into a Global Player.

Please sign the duplicate copy of the letter of appointment and return the same within 3 days from the received date of the offer stands withdrawn thereafter unless the date is extended and communicated to you in writing.

We look forward to working with you and will do all we can to ensure that our association is smooth and that our relationship is mutually beneficial.

Sincerely,  
**Lincoln Tech Pvt. Ltd.**



Gayatri Swetha Seerapu  
HR - Team



**DECLARATION**

I have read, clearly understood and hereby confirm my acceptance for all the above terms and conditions of employment.

I shall do my best to promote the company's interest in line with the best international business practices, ethics, honesty, and integrity.

I also give my commitment that I will do everything to complete the projects/activities within the scheduled time frame. I further undertake that I will be constantly upgrading my skills and knowledge required to complete such projects/activities assigned to me.

*I shall be reporting for work on the 27<sup>th</sup> of January 2020.*

I hereby accept employment on the terms set forth in this letter & agreed to work for One year effective from 27<sup>th</sup> Jan 2020 to 26<sup>th</sup> Jan 2021.

Name: Ms. Kethineedi Sharmila

Signature: *Sharmila*

Date: 24/1/2020



## Offer of Appointment

Date: 20/01/2020

**Dear Mr. Sudarshan Murugesan,**

Congratulations!  
Warm Welcome to Lincoln Tech Pvt. Ltd.!!

As discussed, we are glad to offer you the appointment as a **Software Intern** in our organization, subject to the following terms and conditions.

1. Your date of appointment will be effective from the 27<sup>th</sup> of **January 2020** failing which this letter automatically stands canceled. The joining date may prepone or postpone depending on the company's timeline. 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 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)*. 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 1.2 LPA** (*Indian Rupees ONE LAC TWENTY THOUSAND RUPEES only*) per annum.
2. Income tax and other statutory deduction are borne by you.
3. Your salary will be reviewed periodically as per company policy.
4. The changes in your compensation are discretionary and will be subject to your satisfactory performance.
5. Upon requirement, you may need to travel to the Client location. In such a case, the company will bear the visa, free accommodation, and local travel expenses.

**Salary:** Your salary will be paid monthly through bank transfer on the last day of the month, for which you might be required to open a Bank A/c with any of the Companies specified Bank/s. Disbursement of Salary is subject to your regular attendance, submission and updating of Permanent Account Number (PAN) details in the company's records.





## 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 the final salary due to your termination of employment will be made in respect of leave taken in excess of entitlement.

Annual leave approval is based on the Companies discretion upon the convenience of the Company or its Client with sufficient notice of intention to be submitted one (1) week before for approval process. All leaves are subject for approval by your immediate Supervisor / Manager.

Medical leave should be supported by a Medical Certificate from any empanel clinic/hospital on where you are insured by the Company in India.

## PERFORMANCE REVIEWS

Employee performance will be evaluated and reviewed every 3 months. If the employee performance is not satisfactory, then Lincoln Tech Pvt. Ltd. will have the right to terminate their employment at any time with 1-month notice.

A performance appraisal exercise and salary review will be carried out yearly on a common Annual date that is decided by the Company.

## GENERAL CONDUCT

During your employment, you will naturally wish your conduct to be such as not to discredit you or the Company and you will be expected to perform the duties assigned to you in a loyal efficient, trustworthy and honest fashion. You will also be expected to conduct your private affairs in a manner benefitting your status within the company.

## REPORTING

At present, your immediate reporting authority is the Technical Lead of Lincoln Tech Pvt. Ltd. You may be required to report to another person when the Company represents if any.

## BUSINESS REVIEWS & MEETINGS

- a) You are expected to participate in weekly reviews, with all available full information and discuss the progress and action plan for the nextweek.
- b) Daily, Weekly and Monthly reports should be submitted in the prescribed formats.

## JOB SCOPE

You shall carry out your job responsibilities with due diligence and to the best of your skills and knowledge. In your assignment, you are responsible for the duty of a **Software Intern** which will be arranged by your immediate superior, from time to time, in order to achieve the best performance possible.



## DUTIES & RESPONSIBILITIES

1. You shall perform the duties assigned to you in a loyal efficient, trustworthy and honest conduct. You are also expected to conduct your personal matters in a manner benefiting your status within the company.
2. You shall effectively perform to ensure the results and you will be expected to work extra hours to achieve this whenever the job so requires.
3. You should undertake any activities/seminars that are being organized by the company/client and work as a team with your best endeavor performance.
4. You shall not engage yourself directly or indirectly in any other profitable business connected with the dealings or activities of the company in anyway.
5. You shall not engage yourself in any other employment/business (either full-time or part-time), directly or indirectly as long as you are employed with Lincoln Tech Pvt. Ltd.
6. During the course of your employment with the Company, you will have access to confidential/proprietary information of the organization, its clients, its business transactions, and associated companies. Therefore, you shall not disclose such confidential/proprietary information to any third party and /or to any unauthorized person during the course of your employment and for a duration of one (1) year after you have ceased in the employment of this organization.
7. All notes and memoranda pertaining to the Company trade secrets and confidential/ proprietary information made or acquired by you during the course of your employment shall at all times remain the property of the Company. You are required to deal with the company's money and documents with utmost honesty and professional ethics. Upon termination of your employment, you shall return all notes/memoranda and any copies thereof to the organization that you obtained during the course of your employment.
8. You shall strictly maintain the secrecy of and not to divulge, communicate in any manner, any information regarding your remuneration/terms of employment to any other employee of the company expect your immediate superior. Any such disclosure is a serious case of indiscipline and would render you liable for termination with immediate effect, notwithstanding other terms and conditions mentioned in your appointment letter.
9. If you are found guilty at any point of time of moral turpitude or of dishonesty in dealing with the company's money or material or documents or of theft of misappropriation regardless of the value involved, your services would be terminated with immediate effect, notwithstanding other terms and conditions mentioned in your offer letter.

You shall assign the Company absolutely all vested, contingent or future or copyright and all rights in the work that you have performed during the period of your employment. Any invention/discovery of new/advanced methods of improving processes/systems in relation to the operations in the company or its affiliates or clients, then such developments/ discoveries/ inventions shall remain the sole right/property of the company.

## TERMINATION

Upon confirmation, either party has the right to terminate the employment agreement by giving written notice as described.

- a) The Employer can terminate the employment agreement by giving one (1) month notice in writing.
- b) The Employee can terminate employment agreement by giving three (3) months' notice in writing.



It is your responsibility to work to the satisfaction of the Company. If the Company is dissatisfied with your working performance, discipline or any other unprofessional circumstances arise, your employment can be terminated with immediate effect. The Company may not provide any compensation to you in the event where the termination is justified as per the above-mentioned grounds.

#### **VERIFICATION**

The Company shall verify the facts stated by you in your resume submitted during the interview process. If any of the facts stated therein are found to be false, your services will be terminated immediately without any notice or any compensation in lieu of the notice period.

#### **NON-COMPETITION & NON-SOLICITATION**

For a period of one (1) year following the employment termination for whatsoever reasons, you shall not directly or indirectly solicit business from the Company's Clients and/or its end-users.

#### **INTELLECTUAL PROPERTY**

You shall assign the Company absolutely all vested, contingent or future or copyright and all rights in the work that you have performed during the period of your employment.

#### **CONFIDENTIALITY**

You will not either during the continuance of this employment or after termination, disclose or divulge any secrets, transactions or information in respect of the Company's business which may come within your knowledge or possession during the course of your employment, without the consent of the Company. 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. Please ensure that you maintain all confidential information (defined by the confidential policy of the company from time to time) as secret and confidential.

You shall not use/reveal/disclose any such confidential information except as may be required under the obligation of law or as may be required by the company and in the course of your employment. This covenant shall continue throughout your employment and for a period of one(1) year from the cessation of your employment with the company (irrespective of the circumstances of, or the reasons for, the cessation).

*This clause will survive the termination of this Agreement.*

#### **COMMERCIAL PURSUITS**

You shall not at any time during your service with the Company, either directly or indirectly, engage in any trade, private practice, commercial undertaking or other occupation, gainfully, or otherwise, without the prior written consent of the Chief Executive Officer or General Manager of the Company.

#### **CONFLICT OF INTEREST**

For a period of one (1) year from the cessation of your employment with the company (irrespective of the circumstances of, or the reasons for, the cessation),

- a) You are restrained from working with the client/s with whom Lincoln Tech Pvt. Ltd has been in a business relationship unless otherwise there is written consent from Lincoln Tech Pvt.Ltd.



b) You shall not solicit/encourage any of the following:

- 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.
- 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.
- Any existing employee to become associated with, or perform services of any type for any third party.

#### **INDEMNITY/ FORCE MAJEURE**

Company shall not be held responsible for any claims, cost, damages, loss or liabilities arising from the performance of your duties for the Company and/or its clients or arising from a negligent or unlawful act or omission by you.

#### **ENTIRE AGREEMENT**

This agreement contains the entire agreement between the parties, superseding in all respects any and all prior oral or written agreements or understandings pertaining to the employment of the Employee by the Employer and shall be amended or modified only by a written instrument signed by both of the parties hereto.

If at any point of time, during your contract, you are involved/found guilty of any sort of dishonesty/ negligence/ indiscipline or any other conduct considered by the Company as detrimental to the interests of the company, or of violation of one or more terms of this letter, then your services are liable to be terminated without notice. The decision of the Company Management will be final in this matter.

This agreement shall be construed and interpreted according to the laws of India. The above-mentioned terms and conditions of employment are subject to change depending on changes to legislation and the Company Policies. You are governed by the company's policies and rules regarding leaves, provided benefits, misconduct, indiscipline and/or other matters. You will keep us informed of any change in your residential address, civil or marital status and other such matters.

The parties here to agree that in the event any article or part thereof this agreement is held to be unenforceable or invalid the said articles or part shall be struck and all remaining provision shall remain in full force and effect.

We at Lincoln Tech Pvt. Ltd. Believe in YOU and on YOUR capabilities to add value to our company. We are sure that not only you will contribute in your field of expertise but also help build this organization into a Global Player.

Please sign the duplicate copy of the letter of appointment and return the same within 3 days from the received date of the offer stands withdrawn thereafter unless the date is extended and communicated to you in writing.

We look forward to working with you and will do all we can to ensure that our association is smooth and that our relationship is mutually beneficial.

Sincerely,  
Lincoln Tech Pvt. Ltd.



Gayatri Swetha Seerapu  
HR - Team



**DECLARATION**

I have read, clearly understood and hereby confirm my acceptance for all the above terms and conditions of employment.

I shall do my best to promote the company's interest in line with the best international business practices, ethics, honesty, and integrity.

I also give my commitment that I will do everything to complete the projects/activities within the scheduled time frame. I further undertake that I will be constantly upgrading my skills and knowledge required to complete such projects/activities assigned to me.

*I shall be reporting for work on the 27<sup>th</sup> of January 2020.*

I hereby accept employment on the terms set forth in this letter & agreed to work for One year effective from 27<sup>th</sup> Jan 2020 to 26<sup>th</sup> Jan 2021.

Name: Mr. Sudarshan Murugesan

Signature: *M. Sudarshan*

Date: *24/01/2020*



Highly Confidential  
Ref: PINOFL/2020-11

September 4, 2020

**Samyuktha Palikala,  
Dondaparthi,  
Akkayyapalem,  
Visakhapatnam**

Dear **Samyuktha,**

We are pleased to offer you the position of **Intern Software Engineer** in our Information Technology Services team with **Pinion Infotech Services Private Limited**. You will be allocated to a suitable role once you complete the orientation. The terms and conditions of the offer are as mentioned below.

1. Your initial place of posting will be in **Pinion located at 26-42-2, Chaitanya Nagar, Old Gajuwaka, Visakhapatnam, Andhra Pradesh – 530026**. However, your services are transferable, and you may be transferred/deputed to any operating office or location of the Company or any Group company which may come into existence in future, in India or abroad.
2. You are expected to join as early as possible as and not later than **14<sup>th</sup> September 2020** after which the offer shall automatically stand withdrawn, unless extended in writing by the Company and, in such cases, no claim of any nature, financial or otherwise shall be entertained by the Company.
3. You will be on **Internship program period** until your highest degree of qualification certificate is submitted and will be subjected to **Internship allowances only during this period** without any compensation and benefits. Your Internship period will also be accounted in your experience from the date of joining. You will be allocated to **Junior Software engineer** role once after submitting your original highest degree certificates. The package in Annexure-1 will be in effect from the next month of submission of the original certificate of highest degree.
4. You will be on **probation for a period of six months** form date of joining. Based on the periodic performance assessments, you will be deemed to be confirmed in the services of the Company, unless otherwise informed in writing by the Company. At any time during your probationary period, the Company may terminate your service by giving 30 days' written notice.
5. The letter of intent is conditional and subject to satisfactory reference & background checks including verification of your application materials, education and employment history.
6. Your appointment is contingent upon your ability to work for the Company without any direct/indirect restrictions (i.e. you do not have any non-compete obligations or other restrictive clauses with any previous employer or their clients).
7. Please submit a self-attested copy of the following documents on the day of joining, failing which the offer stands canceled.
  - a. Documentary evidence of the date of birth

**Visakhapatnam** : 26-42-2, Chaitanya Nagar, Old Gajuwaka, Vizag, Andhra Pradesh, 530026

**Hyderabad** : Oval Building, Plot No 18, Ilabs, Hyderabad Technology park, Inorbit Mall Road, Telangana 500 081

- b. All Educational/Professional Qualifications CCSC, HSC, Degree/Diploma including mark sheets (both sides)
  - c. Copy of your PAN card, driving license, Voter Identification Card
  - d. Copy of your current and past passports you held (copy all pages including blank pages)
  - e. 4 passport size professional looking color photographs
  - f. Supporting Documents relevant to name changes, if applicable
8. The Compensation and Benefits Program applicable to you is enclosed for your reference in Annexure1.
9. This is not a regular offer of appointment but a letter of intent. The letter of employment will be issued at the time of joining.
10. We reiterate that the compensation is a confidential matter between you and the Company and we reaffirm that the Company shall view any breach of confidentiality with the utmost seriousness.
11. You are required to sign an agreement to serve the company for 3 years duration. If the agreement is breached, you are liable for the penalties defined and agreed.

Please return the duplicate copy of this letter duly signed indicating acceptance of terms and conditions of employment. Please note that this offer letter shall automatically stand withdrawn in case (i) we do not receive the acknowledgement and acceptance within ten days from the issue of this letter and (ii) we do not receive a confirmation of acceptance every 30 days until your start date (if your start date is past 30 days from the issuance of this letter).

We once again would like to thank you for your interest in seeking a career with Pinion and wish you a successful career with **Pinion Infotech Services Private Limited**.

Yours sincerely,  
For **Pinion Infotech Services Private Limited**



---

**Obulapathi Madatanapalli**  
Manager, On behalf of Human Resources

**ACCEPTANCE and ACKNOWLEDGEMENT**

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

\_\_\_\_\_ (Signature)

\_\_\_\_\_ (Name)

\_\_\_\_\_ (Date)

**Visakhapatnam** : 26-42-2, Chaitanya Nagar, Old Gajuwaka, Vizag, Andhra Pradesh, 530026  
**Hyderabad** : Oval Building, Plot No 18, Ilabs, Hyderabad Technology park, Inorbit Mall Road, Telangana 500 081

### Annexure 1: Compensation and Benefits

<b>Name</b>	<b>Samyuktha Palikala,</b>
<b>Designation</b>	<b>Junior Software Engineer</b>
<b>Work Location</b>	<b>Visakhapatnam</b>

<b>Internship Allowance</b>	<b>6000 INR per month</b>
-----------------------------	---------------------------

<b>Particulars</b>	<b>Amount Per Annum ( INR )</b>	<b>Amount Per Month ( INR )</b>
Basic	66,000	5,500
HRA	26,400	2,200
Conveyance	19,200	1,600
Medical Reimbursement	15,000	1,250
Special Allowance	17,400	1,450
<b>ANNUAL GROSS COMPENSATION</b>	<b>1,44,000</b>	<b>12,000</b>
Medical Insurance (Immediate Family) <sup>1</sup>	6,000	
Performance Pay <sup>2</sup>	30,000	
Employee PF Contribution	7,920	
Employer PF Contribution	7,920	
<b>TOTAL COST TO COMPANY</b>	<b>1,95,840</b>	

<sup>1</sup> Medical Insurance - Pinion Group Medical claim Insurance Policy will give a coverage of 2 Lakhs for your family which includes Spouse and 2 children.

<sup>2</sup> Performance Pay - The Company operates a variable performance pay, the entitlement to which is linked to achievement of both individual and Company's performance targets. Entitlement and the amount payable under the plan shall be governed by the Company's performance incentive plan which is liable to change from time to time at the sole discretion of the Company. Payouts under the variable performance incentive plan are not guaranteed.

<sup>3</sup> PF will be started after confirmation from probation after 6 months.



January 25, 2020

**Chevati Suvarna Raju**  
**kranthisuvarna55@gmail.com**

Dear Suvarna Raju,

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

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

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

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

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

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

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

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

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

Thank you

Yours sincerely

For Focus 4 – D Career Education Pvt Ltd



**Vijay Anand P S**

**Vice President – Human Resources**

**ACCEPTANCE OF OFFER**

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

**Name & Signature of the candidate with date of acceptance**

**EFF/HRD/20-21/OFF-RD/080**

**03-Jan-20**

**To,**

**MS KUNDRAPU BHARATHI,  
D/O K YERUKUNAIDU,  
D NO:1-33,  
PANDIVANIPALEM, VADACHEEPURUPALLI,  
CHEEPURUPALLI(WEST),  
VISAKHAPATAM-531020,  
ANDRA PRADESH.**



**Dear MS KUNDRAPU BHARATHI,**

**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 (Software Engineer - R&D) in Efftronics Systems Pvt Ltd.

Your Scheduled date of joining will be on First Week of **June 2020(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,**

**(BHAVANI SANKAR T)  
VICE-PRESIDENT**

*Verified By  
Madhavip*

**Page 1 of 3**

**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.



**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 **Willfully non-performer** or guilty of fraud, dishonest, disobedient, disorderly behavior, 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,**

**(BHAVANI SANKAR T)  
VICE-PRESIDENT**

---

**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:

Place:

Signature of Parent/ Guardian

Signature of candidate

*Verified By  
Madhavip*

Page 3 of 3



Shiva Naresh M &lt;shivanaresh.che@anits.edu.in&gt;

## Fwd: Email Offer from Dr. Reddy's Laboratories

1 message

**Kaniganti China Malakondaiah** <kaniganti.che@anits.edu.in>  
To: Shiva Naresh M <shivanaresh.che@anits.edu.in>

Thu, Feb 25, 2021 at 2:20 PM

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

From: **Gutteswararao** <gutteswararao123@gmail.com>  
Date: Mon, Feb 8, 2021 at 11:17 AM  
Subject: Fwd: Email Offer from Dr. Reddy's Laboratories  
To: <kaniganti.che@anits.edu.in>

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

From: **Sakshi Bhayana** <sakshibhayana@drreddys.com>  
Date: Fri, Feb 5, 2021, 12:34  
Subject: Email Offer from Dr. Reddy's Laboratories  
To: gutteswararao123@gmail.com <gutteswararao123@gmail.com>  
Cc: Venkata Usha Kiran Garkula <venkataushakirang@drreddys.com>, Sagar Rajagopal <sagar.rajagopal@taggd.in>, Siddharth Dwivedi <siddharthdwivedi@drreddys.com>

Dear Gutteswararao,

### Congratulations !

Based on our interaction with you, We are pleased to offer you a position of **Technical Trainee**

In terms of fixed **Total Cost to Company (TCC)** we are offering you **Rs. 3.50 Lakhs P.A.(Three Lakh Fifty Thousand only)**.

The details of your compensation break-up is provided below.

You will also be entitled to additional benefits as are generally extended to the employees of Dr. Reddy's at your work level.

Name	: P Gutteswararao		
Role Band	: TT		
<b>Fixed TCC</b>	<b>3,50,000</b>		
<b>SALARY COMPONENTS</b>	<b>Monthly</b>	<b>Yearly</b>	<b>Remarks</b>
Basic	15,000	1,80,000	
House Rent Allowance	6,000	72,000	40 % of Basic
Education Allowance	200	2,400	Fixed
Minimum Guaranteed Bonus	3,308	39,700	
Statutory Monthly Interim Bonus	700	8,400	
Leave Travel Allowance	1,458	17,500	5% of Fixed TCC
<b>Sub Total</b>	<b>26,667</b>	<b>3,20,000</b>	
Provident Fund	1,800	21,600	12 % of Basic
Bonus / Exgratia	700	8,400	Fixed Annual Component
<b>Total Fixed</b>		<b>3,50,000</b>	
<b>Additional benefits:</b>			
Gratuity	722	8658	4.81% of Basic
GTLI		210	Company Contribution; not included in TCC
GPA		130	Company Contribution; not included in TCC
Mediclaime		10,000	Company Contribution; not included in TCC

<b>Sub Total</b>		<b>18,998</b>	
<b>Total Compensation (including benefits)</b>		<b>3,68,998</b>	

**As part of the joining formalities, you will be required to undergo a pre-employment medical checkup as per the prescribed tests. This offer for employment is subject to you being medically declared fit as per the tests prescribed by us. You are requested to go to any of the attached SRL diagnostic centers and carry a copy of the Pre-employment medical form, along with a passport sized photograph and photo identification proof(PAN card / Driving License / Passport).**

On your date of joining, please ensure to carry the documents mentioned below - both originals & photocopies. Original documents are mandatorily needed at the time of joining and will be returned immediately upon verification.

- (a) Date of Birth certificate
- (b) Educational Qualifications (Provisional or final certificates of all qualifications obtained from SSC to date)
- (c) Salary particulars of previous employment (if applicable), and,
- (d) Relieving Letter / Experience Letter from all your previous employers (including the organization you're joining us from).
- (e) PF, EPF and SA account numbers along with Company code number if you are a member.
- (f) Form 16 (Income Tax Act) or provisional certificate in lieu of the same from the previous employer (if applicable).
- (g) 4 passport size photographs of yourself at the time of joining.
- (h) Medical reports and fitness certificate (if tests not undertaken at SRL)
- (i) **PAN card copy (mandatory)**

**The location of employment would be at :-**

**Dr.Reddy's Laboratories Ltd.**

**CTO SEZ,**

Devunipalavalasa (village), Ranasthalam Mandal,  
Srikakulam District 532409.

Telephone - 08942 - 288114 / 200149

HR Contact - Mr.Gangadhar/ Viswanadh

Disclaimer

This message may contains legally privileged and/or confidential information. If you are not the intended recipient(s), or employee or agent responsible for delivery of this message to the intended recipient(s), you are hereby notified that any dissemination, distribution or copying of this e-mail message is strictly prohibited. If you have received this message in error, please immediately notify the sender and delete this e-mail message from your computer.

**WARNING:** Computer viruses can be transmitted via email. The recipient should check this email and any attachments for the presence of viruses. The company accepts no liability for any damage caused by any virus transmitted by this email.

--

Regards

Dr. Kaniganti China Malakondaiah

Assistant Professor

Department of Chemical Engineering

**Anil Neerukonda Institute of Technology & Sciences (ANITS)**


Sangivalasa - 531162

---

**5 attachments**

 **Physical Medical Examination Format.pdf**  
55K

 **Pre-employment Job Application Medical Declaration.pdf**  
429K

 **Pre-employment Medical Examination letter01.pdf**  
358K

 **Relocation - Level 0.pdf**  
138K

2/25/2021

Anil Neerukonda Institute of Technology & Sciences Mail - Fwd: Email Offer from Dr. Reddy's Laboratories



**SRL & Apollo Test Centers.pdf**  
259K





October 19, 2020

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 Malyadha Ratnam Bora

The world is at a major turning point; technology is enabling entirely new forms of business operations, business models, industries and outcomes. We have exponentially more power to reach the full potential of our life's work than any humans before us. This is IBM's vision for the future.

We invite you to join us as a Technical Support Associate, in band 3 to do your best work ever. You will be working alongside passionate IBMers, business & technology experts, who are constantly building their knowledge and expertise to find the best solutions to help our clients achieve their goals and create new possibilities.

At IBM you will experience an inclusive and collaborative culture where you can offer ideas and solutions, no matter your experience or area of expertise – you have an audience that listens from Day 1. You will have access to world-class learning opportunities to help you create the career you've always imagined. Join us and you'll be proud to call yourself an IBMer.

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 19, 2020

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 Malyadha Ratnam Bora

We are pleased to offer you the position of Technical Support Associate, in band 3 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.

#### Acceptance and Commencement

Your appointment will be effective on your joining date, i.e November 3, 2020. 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.
- Any change of joining date must be communicated to the recruiter at least 5 days prior to your original joining date. The new joining date must be a weekday (except Saturday & Sunday) and should be no later than 5 days from the joining date specified above.
- On your first day of employment, please report at 9:00 am to Building # 3, IBM India Private Limited, Mindspace, Hitech City, Madhapur, Hyderabad, Telangana, 500081. You will meet with your Onboarding Specialist who will assist you with your joining formalities. If you have any questions about your first day start paperwork, please send an email to [pronboar@in.ibm.com](mailto:pronboar@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 email with last Working day (LWD) confirmation
- Passport and Pan card– If you do not have 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 on 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.

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.
- Your initial posting will be in Hyderabad . However, your services are transferable, and you may be assigned to any other department, location or office of IBM, a subsidiary, or associate company as the Company may decide from time to time. Your project, designation or role may be changed at the discretion of the Company depending on the work assigned to you. In such case, you will be governed by the policies of that location and role.
- 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.
- 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.
- 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.
- You will, by default, be enrolled in IBM's Group Medclaim 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.
- 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.
- 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.
- 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.
- 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 service without notice or compensation.
- You will abide by all the rules and regulations of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the above terms and conditions which shall be binding on you.
- 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.



IBM CONFIDENTIAL

ANNEXURE A

DATE	October 19, 2020		
NAME	Malyadha Ratnam Bora	BAND	3
DESIGNATION	Technical Support Associate	LOCATION	Hyderabad
<u>Compensation Components</u>		<u>IBM Offer (in INR)</u>	
1. Annual Basic Salary		180000	
2. Annual Flexible Benefit Plan (FBP)		67314	
<b>Annual Reference Salary</b>		<b>247314</b>	

3. Retirals	
a) Provident Fund (PF)	21600
b) Gratuity @ 4.8%	8640
Annual Reference Salary + Retirals	277554
4. Performance Linked Variable Pay	0 to 43800
<b>5. Annual Potential Compensation</b>	<b>Annual Reference Salary + Retirals + Performance Linked Variable Pay</b>

\*Company currently has performance linked variable pay program with performance measured against criteria announced at monthly or quarterly frequency. This forms a part of the variable earnings and actual earnings & frequency of payment will be as per the defined Company Policies. The management reserves the right at its discretion to modify/amend/withdraw/continue with the program.

All salary components may be subject to restructuring or modification based on IBM policies.

OTHER BENEFITS:

- By default, you will be enrolled in the Group Mediclaim 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

-----



**IBM CONFIDENTIAL**

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
4. Performance Linked Variable Pay	Amount of Target earnings mentioned under Performance Linked Variable Pay Program is determined based on your specific role and process/client aligned and subject to change based on any changes to your roles & responsibilities. This forms a part of the variable earnings and actual earnings & frequency of payment will be as per the defined Company Policies. The management reserves the right at its discretion to modify/amend/withdraw/continue with the program.

*\*For detailed information please refer to Company policies, which are subject to change from time to time.*



## IBM CONFIDENTIAL

### Other Benefits- Additional Information\*

#### 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 Medclaim Insurance Policy for Self and nuclear family (spouse and up to 4 children)

By default, you will be enrolled in the Group Medclaim 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 Medclaim 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 Medclaim 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) in case 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) In case of any injury resulting in Death or permanent total disability.
- c) In case 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.*

*\* IBM reserves the right, in its sole discretion, to amend, change, suspend, or terminate any benefit or other plan, program, practice or policy of IBM at any time. IBM does not have any obligation to, and nothing contained in these documents shall be construed as creating an express or implied obligation or promise on the part of IBM to, maintain, continue to offer, or make available such plans, programs, practices or policies.*

#### 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.



**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"), hereafter 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 account 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



## EMPLOYMENT OFFER

Hyderabad ,  
2019-12-22.

Ref. No.: JTS-OL-1920-040

To

**Ms.Sujini Lavanya Reddi** ,  
D.No.:2-91,  
Peddarambhadrapuram,  
Payakaraopet,  
Vishakhaptanam

### **Sub. : Employment Offer Letter**

Dear **Ms.Sujini Lavanya**,

This is further to your personal interview held at our office on 2019-12-22. We are pleased to offer you an employment in our Organization as **Engineer Trainee**. Your place of employment will be at our corporate office in Hyderabad.

You will be under probation for a period of three months. Your gross salary per annum will be **Rs.180000/-**. In addition, you may be eligible to get incentive based on the direct revenue generated by you to the company beyond a set limit.

Please note that this employment is being offered to you with a minimum service commitment of **one year** from the date of joining. You are requested to submit your copies of Educational and Experience Certificates within one week from the date of joining at **Jytra Technology Solutions Pvt. Ltd.** .

This employment offer is valid till **2020-05-31** and you are required to join on or before this date, the offer stands withdrawn thereafter. You need to work for at least 8 hours per day and 45 hours per week during our regular business hours. You are entitled to get **12** personal leaves per year which will be credited proportionately at the end of each month. Further you should be willing to work in shifts and at customer locations as per the business requirements. **2 months notice period** is required in case of service resignation after serving the notice period.

You are expected to maintain utmost secrecy in regard to the business affairs of **Jytra Technology Solutions Pvt. Ltd.** and shall keep the information, data and passwords strictly confidential. No data, information, technical documents, drawings etc., shall be transmitted outside the office premises in any format.

We welcome you to the family of **Jytra Technology Solutions Pvt. Ltd.** , and looking forward for a long term and mutually beneficial professional association. If you need additional information, please contact the undersigned.

For **Jytra Technology Solutions Pvt. Ltd.**

Murali Krishna Mutyala  
CEO

*Note: This is ERP generated document and doesn't require any physical signature.*



## EMPLOYMENT OFFER

Hyderabad ,  
2019-12-22.

Ref. No.: JTS-OL-1920-041

To

**Mr.VENKATA GOWTHAM PENTAPATI ,**  
D.NO.:3-12/1  
Kolimeru,  
Tuni-533401,  
EAST GODAVARI

### **Sub. : Employment Offer Letter**

Dear **Mr.VENKATA GOWTHAM,**

This is further to your personal interview held at our office on 2019-12-22. We are pleased to offer you an employment in our Organization as **Engineer Trainee**. Your place of employment will be at our corporate office in Hyderabad.

You will be under probation for a period of three months. Your gross salary per annum will be **Rs.180000/-**. In addition, you may be eligible to get incentive based on the direct revenue generated by you to the company beyond a set limit.

Please note that this employment is being offered to you with a minimum service commitment of **one year** from the date of joining. You are requested to submit your copies of Educational and Experience Certificates within one week from the date of joining at **Jytra Technology Solutions Pvt. Ltd. .**

This employment offer is valid till **2020-05-31** and you are required to join on or before this date, the offer stands withdrawn thereafter. You need to work for at least 8 hours per day and 45 hours per week during our regular business hours. You are entitled to get **12** personal leaves per year which will be credited proportionately at the end of each month. Further you should be willing to work in shifts and at customer locations as per the business requirements. **2 months notice period** is required in case of service resignation after serving the notice period.

You are expected to maintain utmost secrecy in regard to the business affairs of **Jytra Technology Solutions Pvt. Ltd.** and shall keep the information, data and passwords strictly confidential. No data, information, technical documents, drawings etc., shall be transmitted outside the office premises in any format.

We welcome you to the family of **Jytra Technology Solutions Pvt. Ltd. ,** and looking forward for a long term and mutually beneficial professional association. If you need additional information, please contact the undersigned.

For **Jytra Technology Solutions Pvt. Ltd.**

Murali Krishna Mutyala  
CEO

*Note: This is ERP generated document and doesn't require any physical signature.*

To,  
**Mr. Peddina Sampath Kumar**  
**S/o Janardhan Rao**  
**HNO :19-316/2,**  
**LandMark : Near Central Jail,**  
**City/Village : Srikrishnapuram,**  
**Mandal : Visakhapatnam,**  
**District : VISAKHAPATNAM-530040.**

Sub : Letter for Training

**We extend to you our warmest welcome to our family of Divi's Laboratories Limited.**

With reference to your application and discussions had with you ,we are pleased to offer you a one-year training in Production Department, at Unit-1, situated at Lingo jigudem Village , Choutuppal Mandal , Yadadri Bhuvanagiri District on the on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.16000/- per month during your training period.
2. After submit / verification of your B.Tech provisonal certificate you will be paid a stipend of Rs.16000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated , if you are not found medically fit.
4. Training is given at any one of the departments, branches & manufacturing units of the organization, depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization,depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules,regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization, at its sole discretion, may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act,1948.
9. This offer of training is based on the information furnished in your application. If, at any given time, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed, then your training based on this letter of training, is liable to be terminated, without any notice or any stipend in lieu thereof.

10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization, shall not be disclosed, divulged or made public by you even thereafter.
11. You shall adhere to Organization's policies, procedures, rules and regulations, discipline and general work practices, which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place.
13. Your training is liable for termination at any time without notice or enquiry, if you are found indulging in any misconduct.
14. Your progress in training is reviewed from time to time and if found unsatisfactory, your training will be terminated without notice.
15. You are required to submit the following at the time of joining
  - a. For verification purpose, we need your original certificates of S.SC, Inter, & B.Tech and photo copies of the same.
  - b. Four passport size color photographs.
  - c. Four copies of post card size black & white group photo of yours along with your dependent parents, and your spouse & children if married.
  - d. Photo copies of Aadhaar & PAN cards of yours along with your father, mother, spouse and children, if Married.
  - e. Photo copy of SBI savings bank account passbook.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

You shall join training within a week after completion of your final year examination including practical's, provided if you cleared all the subjects in previous examinations. You may bring marks memo's as a proof of passed previous examinations at the time of joining .

**We take this opportunity to welcome you to the organization and wish you good luck.**

Yours sincerely,

For DIVI 'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)


**ACCEPTANCE**

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

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

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

Road Map : Hyderabad to Choutuppal - Bus available. Choutuppal to Lingojigudem - Autos available.

 :08694-257001

Ref: DFC(I)PL/Kesavaram/HR& Admin/Offer of Appointment/2020.

Date: 28<sup>th</sup> Jan, 2020.

To

Mr. Pedhiredla poorna Chandrasekhar,

S/o. Kamu Naidu

Salika Mallavaram, Golugonda

Visakhapatnam District, 531084 Andhra Pradesh.

Contact No: 9542950175, Email: arjunchandra0104@gmail.com

**Sub: Offer of Appointment as GET (Graduate Engineer-Trainee)**

Dear Mr. Chandra Sekhar,

With reference to your application and subsequent interview you had with us, we have pleasure in offering you the position of **GET (Graduate Engineer-Trainee)** in our Unit, situated at Kesavaram village, Payakaraopeta Mandal, on the following terms and conditions as mutually discussed and agreed.

Your CTC is fixed at **Rs.3, 54,372/-** (Rupees Three Lakhs Fifty Four Thousand Three Hundred Seventy Two Only) Per Annum. Please note that the salary details are strictly private and confidential between you and the management. You shall not share/disclose this information under any circumstances with any one at any time except to the authorized person in HR Department.

You are advised to join on 11<sup>th</sup> May, 2020.

You shall work with the company for a minimum period of Three (3) Years from the date of your joining, for which you need to submit your written consent in the specified format, while joining.

This offer and employment is subject to the conditions that (a) on our understanding that the details in your resume and job application are correct and complete in all respects, (b) upon the management being satisfied on any reference and background checks that may be carried out any time during the period of your training and subsequent employment with the company and (c) your medical fitness certified by our Company's authorized /nominated Medical Officer.

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

- Medical Fitness Certificate from our Company's authorized Medical Officer.
- Copies of certificates along with originals in proof of your age, educational qualifications etc. for our records.
- 8 Passport size recent colour Photographs.
- Copy of your Aadhaar Card / Ration Card / Passport / Voter ID / Driving License.



If the above terms and conditions are acceptable to you, please sign on the duplicate copy of this offer of appointment and return to us in token of your acceptance.

In case there is no confirmation from your end on or before the specified date, this offer shall automatically stands cancelled.

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

With Best Wishes,

for **DECCAN FINE CHEMICALS (INDIA) PVT. LTD.**



**(B.SANKARA RAO)**  
**AGM – HR & ADMIN.**

**Offer Acceptance:-**

I received original letter of Offer of Appointment dated 28<sup>th</sup> Jan, 2020. I hereby accept the terms and conditions set out therein. I also agree that the salary details are strictly confidential between me and the Organization. I undertake that there would be no breach of this confidentiality agreement. I further confirm that I will be joining on 11<sup>th</sup> May, 2020 and work for a minimum period of 3 years.

**Date:**

**Signature of the Candidate.**

**Name:**

Ref: DFC(I)PL/Kesavaram/HR& Admin/Offer of Appointment/2020.  
Date: 28<sup>th</sup> Jan, 2020.

To  
Ms. Rallabhandi Naga Krishna Keerthana,  
D/o. Srinivas Sastry  
Harihara Nagar,  
Karimnagar District, 505001 Andhra Pradesh.  
Contact No: 7287854495, Email: krishnakeerthana4@gmail.com

**Sub: Offer of Appointment as GET (Graduate Engineer-Trainee)**

Dear Ms. Keerthana,

With reference to your application and subsequent interview you had with us, we have pleasure in offering you the position of **GET (Graduate Engineer-Trainee)** in our Unit, situated at Kesavaram village, Payakaraopeta Mandal, on the following terms and conditions as mutually discussed and agreed.

Your CTC is fixed at **Rs.3, 54,372/-** (Rupees Three Lakhs Fifty Four Thousand Three Hundred Seventy Two Only) Per Annum. Please note that the salary details are strictly private and confidential between you and the management. You shall not share/disclose this information under any circumstances with any one at any time except to the authorized person in HR Department.

You are advised to join on 11<sup>th</sup> May, 2020.

You shall work with the company for a minimum period of Three (3) Years from the date of your joining, for which you need to submit your written consent in the specified format, while joining.

This offer and employment is subject to the conditions that (a) on our understanding that the details in your resume and job application are correct and complete in all respects, (b) upon the management being satisfied on any reference and background checks that may be carried out any time during the period of your training and subsequent employment with the company and (c) your medical fitness certified by our Company's authorized /nominated Medical Officer.

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

- Medical Fitness Certificate from our Company's authorized Medical Officer.
- Copies of certificates along with originals in proof of your age, educational qualifications etc. for our records.
- 8 Passport size recent colour Photographs.
- Copy of your Aadhaar Card / Ration Card / Passport / Voter ID / Driving License.





If the above terms and conditions are acceptable to you, please sign on the duplicate copy of this offer of appointment and return to us in token of your acceptance.

In case there is no confirmation from your end on or before the specified date, this offer shall automatically stands cancelled.

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

With Best Wishes,

for **DECCAN FINE CHEMICALS (INDIA) PVT. LTD.**



**(B.SANKARA RAO)**  
**AGM – HR & ADMIN.**

**Offer Acceptance:-**

I received original letter of Offer of Appointment dated 28<sup>th</sup> Jan, 2020. I hereby accept the terms and conditions set out therein. I also agree that the salary details are strictly confidential between me and the Organization. I undertake that there would be no breach of this confidentiality agreement. I further confirm that I will be joining on 11<sup>th</sup> May, 2020 and work for a minimum period of 3 years.

**Date:**

**Signature of the Candidate.**

**Name:**

To,  
**Mr. Ronanki Mozes**  
 S/o Rajarao  
 HNO :45-39-14,  
 LandMark : Brside Bollineni Hospital, Ramalayam Street,  
 City/Village : Ambedkar Street,  
 Post : Thadithota,  
 Mandal : Rajamundry,  
 District : EAST GODAVARI-533103.

Sub : Letter for Training

**We extend to you our warmest welcome to our family of Divi's Laboratories Limited.**

With reference to your application and discussions had with you ,we are pleased to offer you a one-year training in Production Department, at Unit-2, situated at Chippada Village, Bhemmuniapatnam Mandal, Visakhapatnam District on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.16000/- per month during your training period.
2. After submit / verification of your B.Tech provisonal certificate you will be paid a stipend of Rs.16000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated , if you are not found medically fit.
4. Training is given at any one of the departments, branches & manufacturing units of the organization, depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization,depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules,regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization, at its sole discretion, may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act,1948.
9. This offer of training is based on the information furnished in your application. If, at any given time, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed, then your training based on this letter of training, is liable to be terminated, without any notice or any stipend in lieu thereof.

10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization, shall not be disclosed, divulged or made public by you even thereafter.
11. You shall adhere to Organization's policies, procedures, rules and regulations, discipline and general work practices, which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place.
13. Your training is liable for termination at any time without notice or enquiry, if you are found indulging in any misconduct.
14. Your progress in training is reviewed from time to time and if found unsatisfactory, your training will be terminated without notice.
15. You are required to submit the following at the time of joining
  - a. For verification purpose, we need your original certificates of S.SC, Inter, & B.Tech and photo copies of the same.
  - b. Four passport size color photographs.
  - c. Four copies of post card size black & white group photo of yours along with your dependent parents, and your spouse & children if married.
  - d. Photo copies of Aadhaar & PAN cards of yours along with your father, mother, spouse and children, if Married.
  - e. Photo copy of SBI savings bank account passbook.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

You shall join training within a week after completion of your final year examination including practical's, provided if you cleared all the subjects in previous examinations. You may bring marks memo's as a proof of passed previous examinations at the time of joining .

**We take this opportunity to welcome you to the organization and wish you good luck.**

Yours sincerely,

For DIVI 'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)


**ACCEPTANCE**

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

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

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

Road Map : Vizag to Tagarapuvalasa - Bus available. Tagarapuvalasa to Chippada - Autos available.

 :08922 248917/927



**TORRECID INDIA PVT. LTD.**

FRITS, GLAZES AND STAINS

06<sup>th</sup> February, 2020

Dear **Mr. Shorab Mallo**,

**Congratulations!!**

We are pleased to offer you the position of '**Techno-Marketing Trainee**' in our Company

The salary offered is **25,000 INR (Twenty Five Thousand Rupees)** gross per month

We look forward to welcome you on board on 15<sup>th</sup> June 2020

**Probation period for 1 Year from the joining date**

If our offer is acceptable, please give us the go ahead to process your appointment letter. If you have any queries, please feel free to contact us @ +91 7574001285

Your stint in Torrecid India Pvt. Ltd. will begin with a **Formation Programme** where you will be introduced to **our People, Products, Services, Mission and Values**

We look forward to welcoming you on board!

Regards,



**Ms. Julia Singh**

Human Resource Department

Torrecid India Pvt. Ltd

Cell: +91 7574001285

[www.torrecid.com](http://www.torrecid.com)

[julia.singh@torrecid.com](mailto:julia.singh@torrecid.com)

**Regd. Office :** Plot No. 29,30 &31, GIDC Savli, Alindra, Taluka: Savli. Dist. Vadodara, Gujarat - 391775.

CIN: U26915MH2010FTC202251 | Telephone: +91 2667676900 | Email: [india@torrecid.com](mailto:india@torrecid.com)  
[www.torrecid.com](http://www.torrecid.com)

To,  
 Mr. Surisetty Sai Naresh  
 S/o Prasad  
 HNO : 3-56A,  
 City/Village : Jogirajupeta,  
 Mandal : Kotauratla,  
 District : VISAKHAPATNAM-531085.

Sub : Letter for Training

**We extend to you our warmest welcome to our family of Divi's Laboratories Limited.**

With reference to your application and discussions had with you ,we are pleased to offer you a one-year training in Production Department, at Unit-1, situated at Lingo jigudem Village , Choutuppal Mandal , Yadadri Bhuvanagiri District on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.15000/- per month during your training period.
2. After submit / verification of your B.Tech provisonal certificate you will be paid a stipend of Rs.16000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated , if you are not found medically fit.
4. Training is given at any one of the departments, branches & manufacturing units of the organization, depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization, depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules, regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization, at its sole discretion, may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act, 1948.
9. This offer of training is based on the information furnished in your application. If, at any given time, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed, then your training based on this letter of training, is liable to be terminated, without any notice or any stipend in lieu thereof.

To,  
**Mr. Hanumanthu Tanuj Srikanth**  
**S/o Srinivasa Rao**  
**HNO :73-6-4/3,**  
**LandMark : Opp. RTO Office, FCI Godowns,**  
**City/Village : Narayanapuram,**  
**Mandal : Rajamundry,**  
**District : EAST GODAVARI-533101.**

Sub : Letter for Training

**We extend to you our warmest welcome to our family of Divi's Laboratories Limited.**

With reference to your application and discussions had with you ,we are pleased to offer you a one-year training in Production Department, at Unit-2, situated at Chippada Village, Bhemmuniapatnam Mandal, Visakhapatnam District on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.16000/- per month during your training period.
2. After submit / verification of your B.Tech provisonal certificate you will be paid a stipend of Rs.16000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated , if you are not found medically fit.
4. Training is given at any one of the departments, branches & manufacturing units of the organization, depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization,depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules,regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization, at its sole discretion, may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act,1948.
9. This offer of training is based on the information furnished in your application. If, at any given time, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed, then your training based on this letter of training, is liable to be terminated, without any notice or any stipend in lieu thereof.

10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization, shall not be disclosed, divulged or made public by you even thereafter.
11. You shall adhere to Organization's policies, procedures, rules and regulations, discipline and general work practices, which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place.
13. Your training is liable for termination at any time without notice or enquiry, if you are found indulging in any misconduct.
14. Your progress in training is reviewed from time to time and if found unsatisfactory, your training will be terminated without notice.
15. You are required to submit the following at the time of joining
  - a. For verification purpose, we need your original certificates of S.SC, Inter, & B.Tech and photo copies of the same.
  - b. Four passport size color photographs.
  - c. Four copies of post card size black & white group photo of yours along with your dependent parents, and your spouse & children if married.
  - d. Photo copies of Aadhaar & PAN cards of yours along with your father, mother, spouse and children, if Married.
  - e. Photo copy of SBI savings bank account passbook.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

You shall join training within a week after completion of your final year examination including practical's, provided if you cleared all the subjects in previous examinations. You may bring marks memo's as a proof of passed previous examinations at the time of joining .

**We take this opportunity to welcome you to the organization and wish you good luck.**

Yours sincerely,

For DIVI 'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)

---


**ACCEPTANCE**

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

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

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

Road Map : Vizag to Tagarapuvalasa - Bus available. Tagarapuvalasa to Chippada - Autos available.

 :08922 248917/927

Ref: DFC(I)PL/Kesavaram/HR& Admin/Offer of Appointment/2020.

Date: 28<sup>th</sup> Jan, 2020.

To

Mr. Vivek Inna,

S/o. Govinda Rajulu

Gollavanipalem, Aganampudi

Visakhapatnam District, 530046 Andhra Pradesh.

Contact No: 8121858233, Email: vivekinna7@gmail.com

**Sub: Offer of Appointment as GET (Graduate Engineer-Trainee)**

Dear Mr. Vivek,

With reference to your application and subsequent interview you had with us, we have pleasure in offering you the position of **GET (Graduate Engineer-Trainee)** in our Unit, situated at Kesavaram village, Payakaraopeta Mandal, on the following terms and conditions as mutually discussed and agreed.

Your CTC is fixed at **Rs.3, 54,372/-** (Rupees Three Lakhs Fifty Four Thousand Three Hundred Seventy Two Only) Per Annum. Please note that the salary details are strictly private and confidential between you and the management. You shall not share/disclose this information under any circumstances with any one at any time except to the authorized person in HR Department.

You are advised to join on 11<sup>th</sup> May, 2020.

You shall work with the company for a minimum period of Three (3) Years from the date of your joining, for which you need to submit your written consent in the specified format, while joining.

This offer and employment is subject to the conditions that (a) on our understanding that the details in your resume and job application are correct and complete in all respects, (b) upon the management being satisfied on any reference and background checks that may be carried out any time during the period of your training and subsequent employment with the company and (c) your medical fitness certified by our Company's authorized /nominated Medical Officer.

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

- Medical Fitness Certificate from our Company's authorized Medical Officer.
- Copies of certificates along with originals in proof of your age, educational qualifications etc. for our records.
- 8 Passport size recent colour Photographs.
- Copy of your Aadhaar Card / Ration Card / Passport / Voter ID / Driving License.





If the above terms and conditions are acceptable to you, please sign on the duplicate copy of this offer of appointment and return to us in token of your acceptance.

In case there is no confirmation from your end on or before the specified date, this offer shall automatically stands cancelled.

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

With Best Wishes,

for **DECCAN FINE CHEMICALS (INDIA) PVT. LTD.**



**(B.SANKARA RAO)**  
**AGM – HR & ADMIN.**

**Offer Acceptance:-**

I received original letter of Offer of Appointment dated 28<sup>th</sup> Jan, 2020. I hereby accept the terms and conditions set out therein. I also agree that the salary details are strictly confidential between me and the Organization. I undertake that there would be no breach of this confidentiality agreement. I further confirm that I will be joining on 11<sup>th</sup> May, 2020 and work for a minimum period of 3 years.

**Date:**

**Signature of the Candidate.**

**Name:**



## Employment Intiamtion Inbox



**Veerabhadram N** 2:54 pm

to me, Sree, Srinivas, Siva, Chilukuri



Dear Mr. MohammedSharukh Nawaz,

Greetings from Divi's Laboratories Limited !

We hope you are doing good and taking all necessary precautions to battle the current emergency situation prevailing nation-wide due to COVID-19.

We would like to inform you that you have been selected for employment with us and we look forward to having you join us at the earliest.

Keeping in mind the current situations, we shall post you your appointment letters soon as the postal services resume their full operations.

We will review the state-wide and nation-wide situations soon after the lockdown is lifted and confirm you your joining date through emails and telephone calls.

*Please note that you can join us ONLY after we give you an official joining intimation.*

Until then, please be indoors , stay safe and healthy !

Best Regards,  
For Divi's Laboratories Limited

K. Subba Rao  
General Manager - Personnel & Administration

DISCLAIMER: Privileged/Confidential Information may be contained in this message and is intended only for the use of the addressee. Any use, distribution, printing, retransmission, dissemination, copying, disclosure or other use of this email by any other person is strictly prohibited and may be illegal. If you receive this message in error, please delete the message and notify the sender/Divi's

Date:16.03.2020,

To,  
Mr. Ande Jagadeesh  
S/o Narasimha Raju  
HNO : 70-17-14/2,  
LandMark : Suresh nagar,RTO Office Road,Nagamallithota,  
City/Village : Kakinada,  
District : WEST GODAVARI-533005.

Sub : Letter for Training

We extend to you our warmest welcome to our family of Divi's Laboratories Limited.

With reference to your application and discussions had with you ,we are pleased to offer you a one-year training in Production Department, at Unit-2, situated at Chippada Village, Bhemmunipatnam Mandal, Visakhapatnam District on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.15000/- per month during your training period.
2. After submit / verification of your B.Tech provisonal certificate you will be paid a stipend of Rs.16000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated , if you are not found medically fit.
4. Training is given at any one of the departments, branches & manufacturing units of the organization, depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization,depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules,regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization, at its sole discretion, may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act,1948.
9. This offer of training is based on the information furnished in your application. If, at any given time, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed, then your training based on this letter of training, is liable to be terminated, without any notice or any stipend in lieu thereof.

10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization, shall not be disclosed, divulged or made public by you even thereafter.
11. You shall adhere to Organization's policies, procedures, rules and regulations, discipline and general work practices, which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place.
13. Your training is liable for termination at any time without notice or enquiry, if you are found indulging in any misconduct.
14. Your progress in training is reviewed from time to time and if found unsatisfactory, your training will be terminated without notice.
15. You are required to submit the following at the time of joining
  - a. For verification purpose, we need your original certificates of S.SC, Diploma, & B.Tech and photo copies of the same.
  - b. Four passport size color photographs.
  - c. Four copies of post card size black & white group photo of yours along with your dependent parents, and your spouse & children if married.
  - d. Photo copies of Aadhaar & PAN cards of yours along with your father, mother, spouse and children, if Married.
  - e. Photo copy of SBI savings bank account passbook.

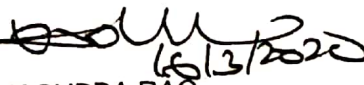
In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

You shall join training within a week after completion of your final year examination including practical's, provided if you cleared all the subjects in previous examinations. You may bring marks memo's as a proof of passed previous examinations at the time of joining .

**We take this opportunity to welcome you to the organization and wish you good luck.**

Yours sincerely,

For DIVI'S LABORATORIES LTD

  
K.SUBBA RAO

GENERAL MANAGER (P&A)

---


**ACCEPTANCE**

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

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

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

Road Map : Vizag to Tagarapavalasa - Bus available. Tagarapavalasa to Chippada - Autos available.

 :08922 248917/927

.....44094.....

To,  
**Mr. Gunda Ganesh Kumar**  
 S/o Trinadha Rao  
 HNO :8-22-8,  
 LandMark : Ummi Veedhi,  
 City/Village : Chinna Waltair,  
 Mandal : Visakhapatnam,  
 District : VISAKHAPATNAM-530018.

Sub : Letter for Training

**We extend to you our warmest welcome to our family of Divi's Laboratories Limited.**

With reference to your application and discussions had with you ,we are pleased to offer you a one-year training in Production Department, at Unit-2, situated at Chippada Village, Bhemmuniapatnam Mandal, Visakhapatnam District on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.16000/- per month during your training period.
2. After submit / verification of your B.Tech provisonal certificate you will be paid a stipend of Rs.16000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated , if you are not found medically fit.
4. Training is given at any one of the departments, branches & manufacturing units of the organization, depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization,depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules,regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization, at its sole discretion, may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act,1948.
9. This offer of training is based on the information furnished in your application. If, at any given time, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed, then your training based on this letter of training, is liable to be terminated, without any notice or any stipend in lieu thereof.

10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization, shall not be disclosed, divulged or made public by you even thereafter.
11. You shall adhere to Organization's policies, procedures, rules and regulations, discipline and general work practices, which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place.
13. Your training is liable for termination at any time without notice or enquiry, if you are found indulging in any misconduct.
14. Your progress in training is reviewed from time to time and if found unsatisfactory, your training will be terminated without notice.
15. You are required to submit the following at the time of joining
  - a. For verification purpose, we need your original certificates of S.SC, Inter, & B.Tech and photo copies of the same.
  - b. Four passport size color photographs.
  - c. Four copies of post card size black & white group photo of yours along with your dependent parents, and your spouse & children if married.
  - d. Photo copies of Aadhaar & PAN cards of yours along with your father, mother, spouse and children, if Married.
  - e. Photo copy of SBI savings bank account passbook.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

You shall join training within a week after completion of your final year examination including practical's, provided if you cleared all the subjects in previous examinations. You may bring marks memo's as a proof of passed previous examinations at the time of joining .

**We take this opportunity to welcome you to the organization and wish you good luck.**

Yours sincerely,

For DIVI 'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)

---


**ACCEPTANCE**

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

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

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

Road Map : Vizag to Tagarapuvalasa - Bus available. Tagarapuvalasa to Chippada - Autos available.

 :08922 248917/927

To,  
**Mr. Sampangi Dinakara Vara Prasad**  
 S/o Ramu  
 HNO :14-26-33,  
 LandMark : Angadidibba Street, Near Mugguru Ammavari Temp  
 City/Village : Maharanipeta,  
 Mandal : Visakhapatnam,  
 District : VISAKHAPATNAM-530002.

Sub : Letter for Training

**We extend to you our warmest welcome to our family of Divi's Laboratories Limited.**

With reference to your application and discussions had with you ,we are pleased to offer you a one-year training in Production Department, at Unit-2, situated at Chippada Village, Bhemmuniapatnam Mandal, Visakhapatnam District on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.16000/- per month during your training period.
2. After submit / verification of your B.Tech provisonal certificate you will be paid a stipend of Rs.16000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated , if you are not found medically fit.
4. Training is given at any one of the departments, branches & manufacturing units of the organization, depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization,depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules,regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization, at its sole discretion, may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act,1948.
9. This offer of training is based on the information furnished in your application. If, at any given time, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed, then your training based on this letter of training, is liable to be terminated, without any notice or any stipend in lieu thereof.

10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization, shall not be disclosed, divulged or made public by you even thereafter.
11. You shall adhere to Organization's policies, procedures, rules and regulations, discipline and general work practices, which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place.
13. Your training is liable for termination at any time without notice or enquiry, if you are found indulging in any misconduct.
14. Your progress in training is reviewed from time to time and if found unsatisfactory, your training will be terminated without notice.
15. You are required to submit the following at the time of joining
  - a. For verification purpose, we need your original certificates of S.SC, Inter, & B.Tech and photo copies of the same.
  - b. Four passport size color photographs.
  - c. Four copies of post card size black & white group photo of yours along with your dependent parents, and your spouse & children if married.
  - d. Photo copies of Aadhaar & PAN cards of yours along with your father, mother, spouse and children, if Married.
  - e. Photo copy of SBI savings bank account passbook.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

You shall join training within a week after completion of your final year examination including practical's, provided if you cleared all the subjects in previous examinations. You may bring marks memo's as a proof of passed previous examinations at the time of joining .

**We take this opportunity to welcome you to the organization and wish you good luck.**

Yours sincerely,

For DIVI 'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)


**ACCEPTANCE**

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

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

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

Road Map : Vizag to Tagarapuvalasa - Bus available. Tagarapuvalasa to Chippada - Autos available.

 :08922 248917/927



Ref: DFC(I)PL/Kesavaram/HR& Admin/Offer of Appointment/2020.

Date: 11<sup>th</sup> Mar, 2020.

To

Mr. Sampangi Dinakara Vara Prasad,

S/o. Ramu

Angadidibba Street, Maharanipecta

Visakhapatnam District, 530002 Andhra Pradesh.

Contact No: 8309595805, Email: dinakara.varaprasad@gmail.com

**Sub: Offer of Appointment as GET (Graduate Engineer-Trainee)**

Dear Mr. Vara Prasad,

With reference to your application and subsequent interview you had with us, we have pleasure in offering you the position of **GET (Graduate Engineer-Trainee)** in our Unit, situated at Kesavaram village, Payakaraopeta Mandal, on the following terms and conditions as mutually discussed and agreed.

Your CTC is fixed at **Rs. 2, 64,912/-** (Rupees Two Lakhs Sixty Four Thousand nine Hundred Twelve Only) Per Annum. Please note that the salary details are strictly private and confidential between you and the management. You shall not share/disclose this information under any circumstances with any one at any time except to the authorized person in HR Department.

You are advised to join on 18<sup>th</sup> May, 2020.

You shall work with the company for a minimum period of Three (3) Years from the date of your joining, for which you need to submit your written consent in the specified format, while joining.

This offer and employment is subject to the conditions that (a) on our understanding that the details in your resume and job application are correct and complete in all respects, (b) upon the management being satisfied on any reference and background checks that may be carried out any time during the period of your training and subsequent employment with the company and (c) your medical fitness certified by our Company's authorized /nominated Medical Officer.

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

- Medical Fitness Certificate from our Company's authorized Medical Officer.
- Copies of certificates along with originals in proof of your age, educational qualifications etc. for our records.
- 8 Passport size recent colour Photographs.
- Copy of your Aadhaar Card / Ration Card / Passport / Voter ID / Driving License.



If the above terms and conditions are acceptable to you, please sign on the duplicate copy of this offer of appointment and return to us in token of your acceptance.

In case there is no confirmation from your end on or before the specified date, this offer shall automatically stands cancelled.

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

With Best Wishes,

for **DECCAN FINE CHEMICALS (INDIA) PVT. LTD.**



**(B.SANKARA RAO)**  
**AGM – HR & ADMIN.**

**Offer Acceptance:-**

I received original letter of Offer of Appointment dated 11<sup>th</sup> Mar, 2020. I hereby accept the terms and conditions set out therein. I also agree that the salary details are strictly confidential between me and the Organization. I undertake that there would be no breach of this confidentiality agreement. I further confirm that I will be joining on 18<sup>th</sup> May, 2020 and work for a minimum period of 3 years.

**Date:**

**Signature of the Candidate.**

**Name:**

To,  
**Mr. Bandi Manoj Kumar**  
**S/o Venkateswara Kumar**  
**HNO :54-10-39/6,**  
**LandMark : Near Krishna College,**  
**City/Village : Isukathota,**  
**Mandal : Visakhapatnam,**  
**District : VISAKHAPATNAM-530022.**

Sub : Letter for Training

**We extend to you our warmest welcome to our family of Divi's Laboratories Limited.**

With reference to your application and discussions had with you ,we are pleased to offer you a one-year training in Production Department, at Unit-2, situated at Chippada Village, Bhemmuniapatnam Mandal, Visakhapatnam District on the on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.16000/- per month during your training period.
2. After submit / verification of your B.Tech provisonal certificate you will be paid a stipend of Rs.16000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated , if you are not found medically fit.
4. Training is given at any one of the departments, branches & manufacturing units of the organization, depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization,depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules,regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization, at its sole discretion, may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act,1948.
9. This offer of training is based on the information furnished in your application. If, at any given time, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed, then your training based on this letter of training, is liable to be terminated, without any notice or any stipend in lieu thereof.

10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization, shall not be disclosed, divulged or made public by you even thereafter.
11. You shall adhere to Organization's policies, procedures, rules and regulations, discipline and general work practices, which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place.
13. Your training is liable for termination at any time without notice or enquiry, if you are found indulging in any misconduct.
14. Your progress in training is reviewed from time to time and if found unsatisfactory, your training will be terminated without notice.
15. You are required to submit the following at the time of joining
  - a. For verification purpose, we need your original certificates of S.SC, Inter, & B.Tech and photo copies of the same.
  - b. Four passport size color photographs.
  - c. Four copies of post card size black & white group photo of yours along with your dependent parents, and your spouse & children if married.
  - d. Photo copies of Aadhaar & PAN cards of yours along with your father, mother, spouse and children, if Married.
  - e. Photo copy of SBI savings bank account passbook.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

You shall join training within a week after completion of your final year examination including practical's, provided if you cleared all the subjects in previous examinations. You may bring marks memo's as a proof of passed previous examinations at the time of joining .

**We take this opportunity to welcome you to the organization and wish you good luck.**

Yours sincerely,

For DIVI 'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)

---


**ACCEPTANCE**

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

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

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

Road Map : Vizag to Tagarapuvalasa - Bus available. Tagarapuvalasa to Chippada - Autos available.

 :08922 248917/927

Ref: DFC(I)PL/Kesavaram/HR/Offer/2020

Date: 12th Sep, 2020

To  
Mr. Bandi Manoj Kumar,  
S/o Venkateswara Kumar,  
54-10-39/6, Near Krishna College, Visakhapatnam  
Visakhapatnam District, 530022.  
Contact No: 9640275297, Email: bmanojkumar21@gmail.com.

Dear Mr. Manoj,

**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, 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 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 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 month prior notice. The company reserves the right to pay or recovers 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 **10 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. (**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 bank officials. 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 & Admin.

To,  
**Mr. Vanam Uday Kiran**  
**S/o Suryanarayana**  
**HNO :1-194,**  
**City/Village : Anthakapalli,**  
**Mandal : Sabbavaram,**  
**District : VISAKHAPATNAM-531035.**

Sub : Letter for Training

**We extend to you our warmest welcome to our family of Divi's Laboratories Limited.**

With reference to your application and discussions had with you ,we are pleased to offer you a one-year training in Production Department, at Unit-1, situated at Lingojugudem Village , Choutuppal Mandal , Yadadri Bhuvanagiri District on the on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.16000/- per month during your training period.
2. After submit / verification of your B.Tech provisonal certificate you will be paid a stipend of Rs.16000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated , if you are not found medically fit.
4. Training is given at any one of the departments, branches & manufacturing units of the organization, depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization,depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules,regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization, at its sole discretion, may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act,1948.
9. This offer of training is based on the information furnished in your application. If, at any given time, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed, then your training based on this letter of training, is liable to be terminated, without any notice or any stipend in lieu thereof.

10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization, shall not be disclosed, divulged or made public by you even thereafter.
11. You shall adhere to Organization's policies, procedures, rules and regulations, discipline and general work practices, which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place.
13. Your training is liable for termination at any time without notice or enquiry, if you are found indulging in any misconduct.
14. Your progress in training is reviewed from time to time and if found unsatisfactory, your training will be terminated without notice.
15. You are required to submit the following at the time of joining
  - a. For verification purpose, we need your original certificates of S.SC, Inter, & B.Tech and photo copies of the same.
  - b. Four passport size color photographs.
  - c. Four copies of post card size black & white group photo of yours along with your dependent parents, and your spouse & children if married.
  - d. Photo copies of Aadhaar & PAN cards of yours along with your father, mother, spouse and children, if Married.
  - e. Photo copy of SBI savings bank account passbook.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

You shall join training within a week after completion of your final year examination including practical's, provided if you cleared all the subjects in previous examinations. You may bring marks memo's as a proof of passed previous examinations at the time of joining .

**We take this opportunity to welcome you to the organization and wish you good luck.**

Yours sincerely,

For DIVI 'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)


**ACCEPTANCE**

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

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

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

Road Map : Hyderabad to Choutuppal - Bus available. Choutuppal to Lingojigudem - Autos available.

 :08694-257001

To,  
**Mr. Sammidi Mani Kanta**  
 S/o Ram Babu  
 HNO :3-108,  
 City/Village : Rekhavanipalem,  
 Mandal : Bheemunipatnam,  
 District : VISAKHAPATNAM-531163.

Sub : Letter for Training

**We extend to you our warmest welcome to our family of Divi's Laboratories Limited.**

With reference to your application and discussions had with you ,we are pleased to offer you a one-year training in Production Department, at Unit-1, situated at Lingo jigudem Village , Choutuppal Mandal , Yadadri Bhuvanagiri District on the on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.16000/- per month during your training period.
2. After submit / verification of your B.Tech provisonal certificate you will be paid a stipend of Rs.16000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated , if you are not found medically fit.
4. Training is given at any one of the departments, branches & manufacturing units of the organization, depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization,depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules,regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization, at its sole discretion, may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act,1948.
9. This offer of training is based on the information furnished in your application. If, at any given time, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed, then your training based on this letter of training, is liable to be terminated, without any notice or any stipend in lieu thereof.



10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization, shall not be disclosed, divulged or made public by you even thereafter.
11. You shall adhere to Organization's policies, procedures, rules and regulations, discipline and general work practices, which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place.
13. Your training is liable for termination at any time without notice or enquiry, if you are found indulging in any misconduct.
14. Your progress in training is reviewed from time to time and if found unsatisfactory, your training will be terminated without notice.
15. You are required to submit the following at the time of joining
  - a. For verification purpose, we need your original certificates of S.SC, Inter, & B.Tech and photo copies of the same.
  - b. Four passport size color photographs.
  - c. Four copies of post card size black & white group photo of yours along with your dependent parents, and your spouse & children if married.
  - d. Photo copies of Aadhaar & PAN cards of yours along with your father, mother, spouse and children, if Married.
  - e. Photo copy of SBI savings bank account passbook.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

You shall join training within a week after completion of your final year examination including practical's, provided if you cleared all the subjects in previous examinations. You may bring marks memo's as a proof of passed previous examinations at the time of joining .

**We take this opportunity to welcome you to the organization and wish you good luck.**

Yours sincerely,

For DIVI 'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)

---


**ACCEPTANCE**

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

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

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

Road Map : Hyderabad to Choutuppal - Bus available. Choutuppal to Lingojigudem - Autos available.

 :08694-257001

To,  
**Mr. Jujjuri Sasidhar**  
**S/o Srinivasa Raju**  
**HNO :12-112,**  
**City/Village : Sathya nagar,**  
**Post : Chinnamusiwada,**  
**Mandal : Pendurthi,**  
**District : VISAKHAPATNAM-531173.**

Sub : Letter for Training

**We extend to you our warmest welcome to our family of Divi's Laboratories Limited.**

With reference to your application and discussions had with you ,we are pleased to offer you a one-year training in Production Department, at Unit-1, situated at Lingoigudem Village , Choutuppal Mandal , Yadadri Bhuvanagiri District on the on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.16000/- per month during your training period.
2. After submit / verification of your B.Tech provisonal certificate you will be paid a stipend of Rs.16000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated , if you are not found medically fit.
4. Training is given at any one of the departments, branches & manufacturing units of the organization, depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization,depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules,regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization, at its sole discretion, may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act,1948.
9. This offer of training is based on the information furnished in your application. If, at any given time, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed, then your training based on this letter of training, is liable to be terminated, without any notice or any stipend in lieu thereof.

10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization, shall not be disclosed, divulged or made public by you even thereafter.
11. You shall adhere to Organization's policies, procedures, rules and regulations, discipline and general work practices, which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place.
13. Your training is liable for termination at any time without notice or enquiry, if you are found indulging in any misconduct.
14. Your progress in training is reviewed from time to time and if found unsatisfactory, your training will be terminated without notice.
15. You are required to submit the following at the time of joining
  - a. For verification purpose, we need your original certificates of S.SC, Inter, & B.Tech and photo copies of the same.
  - b. Four passport size color photographs.
  - c. Four copies of post card size black & white group photo of yours along with your dependent parents, and your spouse & children if married.
  - d. Photo copies of Aadhaar & PAN cards of yours along with your father, mother, spouse and children, if Married.
  - e. Photo copy of SBI savings bank account passbook.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

You shall join training within a week after completion of your final year examination including practical's, provided if you cleared all the subjects in previous examinations. You may bring marks memo's as a proof of passed previous examinations at the time of joining .

**We take this opportunity to welcome you to the organization and wish you good luck.**

Yours sincerely,

For DIVI 'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)

---


**ACCEPTANCE**

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

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

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

Road Map : Hyderabad to Choutuppal - Bus available. Choutuppal to Lingojigudem - Autos available.

 :08694-257001

To,  
**Mr. Malla Appalanarasayya**  
**S/o Suryanarayana**  
**HNO :8-92,**  
**City/Village : G.Koduru,**  
**Mandal : Makavarapalem,**  
**District : VISAKHAPATNAM-531113.**

Sub : Letter for Training

**We extend to you our warmest welcome to our family of Divi's Laboratories Limited.**

With reference to your application and discussions had with you ,we are pleased to offer you a one-year training in Production Department, at Unit-1, situated at Lingojugudem Village , Choutuppal Mandal , Yadadri Bhuvanagiri District on the on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.15000/- per month during your training period.
2. After submit / verification of your B.Tech provisonal certificate you will be paid a stipend of Rs.16000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated , if you are not found medically fit.
4. Training is given at any one of the departments, branches & manufacturing units of the organization, depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization,depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules,regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization, at its sole discretion, may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act,1948.
9. This offer of training is based on the information furnished in your application. If, at any given time, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed, then your training based on this letter of training, is liable to be terminated, without any notice or any stipend in lieu thereof.

10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization, shall not be disclosed, divulged or made public by you even thereafter.
11. You shall adhere to Organization's policies, procedures, rules and regulations, discipline and general work practices, which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place.
13. Your training is liable for termination at any time without notice or enquiry, if you are found indulging in any misconduct.
14. Your progress in training is reviewed from time to time and if found unsatisfactory, your training will be terminated without notice.
15. You are required to submit the following at the time of joining
  - a. For verification purpose, we need your original certificates of S.SC, Diploma, & B.Tech and photo copies of the same.
  - b. Four passport size color photographs.
  - c. Four copies of post card size black & white group photo of yours along with your dependent parents, and your spouse & children if married.
  - d. Photo copies of Aadhaar & PAN cards of yours along with your father, mother, spouse and children, if Married.
  - e. Photo copy of SBI savings bank account passbook.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

You shall join training within a week after completion of your final year examination including practical's, provided if you cleared all the subjects in previous examinations. You may bring marks memo's as a proof of passed previous examinations at the time of joining .

**We take this opportunity to welcome you to the organization and wish you good luck.**

Yours sincerely,

For DIVI 'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)

---


**ACCEPTANCE**

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

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

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

Road Map : Hyderabad to Choutuppal - Bus available. Choutuppal to Lingojigudem - Autos available.

 :08694-257001

To,  
**Mr. Shaik Mahaboob Subhani**  
 S/o Amer Jani  
 HNO :76-5-29,  
 LandMark : Baji Baba Street,Bhavanipuram,  
 City/Village : Vijayawada,  
 District : KRISHNA-520012.

Sub : Letter for Training

**We extend to you our warmest welcome to our family of Divi's Laboratories Limited.**

With reference to your application and discussions had with you ,we are pleased to offer you a one-year training in Production Department, at Unit-2, situated at Chippada Village, Bhemmuniapatnam Mandal, Visakhapatnam District on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.15000/- per month during your training period.
2. After submit / verification of your B.Tech provisonal certificate you will be paid a stipend of Rs.16000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated , if you are not found medically fit.
4. Training is given at any one of the departments, branches & manufacturing units of the organization, depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization,depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules,regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization, at its sole discretion, may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act,1948.
9. This offer of training is based on the information furnished in your application. If, at any given time, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed, then your training based on this letter of training, is liable to be terminated, without any notice or any stipend in lieu thereof.

10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization, shall not be disclosed, divulged or made public by you even thereafter.
11. You shall adhere to Organization's policies, procedures, rules and regulations, discipline and general work practices, which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place.
13. Your training is liable for termination at any time without notice or enquiry, if you are found indulging in any misconduct.
14. Your progress in training is reviewed from time to time and if found unsatisfactory, your training will be terminated without notice.
15. You are required to submit the following at the time of joining
  - a. For verification purpose, we need your original certificates of S.SC, Diploma, & B.Tech and photo copies of the same.
  - b. Four passport size color photographs.
  - c. Four copies of post card size black & white group photo of yours along with your dependent parents, and your spouse & children if married.
  - d. Photo copies of Aadhaar & PAN cards of yours along with your father, mother, spouse and children, if Married.
  - e. Photo copy of SBI savings bank account passbook.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

You shall join training within a week after completion of your final year examination including practical's, provided if you cleared all the subjects in previous examinations. You may bring marks memo's as a proof of passed previous examinations at the time of joining .

**We take this opportunity to welcome you to the organization and wish you good luck.**

Yours sincerely,

For DIVI 'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)

---


**ACCEPTANCE**

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

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

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

Road Map : Vizag to Tagarapuvalasa - Bus available. Tagarapuvalasa to Chippada - Autos available.

 :08922 248917/927

To,  
**Mr. Buri Datta Sai**  
**S/o Jagadish Kumar**  
**HNO :16-36-52/1,**  
**LandMark : Road No:4,**  
**City/Village : Samba Murthy Nagar,**  
**Post : Kakinada,**  
**Mandal : Kakinada,**  
**District : EAST GODAVARI-533001.**

Sub : Letter for Training

**We extend to you our warmest welcome to our family of Divi's Laboratories Limited.**

With reference to your application and discussions had with you ,we are pleased to offer you a one-year training in Production Department, at Unit-2, situated at Chippada Village, Bhemmuniapatnam Mandal, Visakhapatnam District on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.16000/- per month during your training period.
2. After submit / verification of your B.Tech provisonal certificate you will be paid a stipend of Rs.16000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated , if you are not found medically fit.
4. Training is given at any one of the departments, branches & manufacturing units of the organization, depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization,depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules,regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization, at its sole discretion, may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act,1948.
9. This offer of training is based on the information furnished in your application. If, at any given time, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed, then your training based on this letter of training, is liable to be terminated, without any notice or any stipend in lieu thereof.



10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization, shall not be disclosed, divulged or made public by you even thereafter.
11. You shall adhere to Organization's policies, procedures, rules and regulations, discipline and general work practices, which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place.
13. Your training is liable for termination at any time without notice or enquiry, if you are found indulging in any misconduct.
14. Your progress in training is reviewed from time to time and if found unsatisfactory, your training will be terminated without notice.
15. You are required to submit the following at the time of joining
  - a. For verification purpose, we need your original certificates of S.SC, Inter, & B.Tech and photo copies of the same.
  - b. Four passport size color photographs.
  - c. Four copies of post card size black & white group photo of yours along with your dependent parents, and your spouse & children if married.
  - d. Photo copies of Aadhaar & PAN cards of yours along with your father, mother, spouse and children, if Married.
  - e. Photo copy of SBI savings bank account passbook.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

You shall join training within a week after completion of your final year examination including practical's, provided if you cleared all the subjects in previous examinations. You may bring marks memo's as a proof of passed previous examinations at the time of joining .

**We take this opportunity to welcome you to the organization and wish you good luck.**

Yours sincerely,

For DIVI 'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)

---


**ACCEPTANCE**

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

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

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

Road Map : Vizag to Tagarapuvalasa - Bus available. Tagarapuvalasa to Chippada - Autos available.

 :08922 248917/927

To,  
**Mr. Adabala Roshan Nag Kumar**  
**S/o Sree Rama Chandra Murthy**  
**LandMark : Near BSNL Main Office,**  
**City/Village : Duddi Vari Agraharam,**  
**Post : Moberlipet,**  
**Mandal : Amalapuram,**  
**District : EAST GODAVARI-533201.**

Sub : Letter for Training

**We extend to you our warmest welcome to our family of Divi's Laboratories Limited.**

With reference to your application and discussions had with you ,we are pleased to offer you a one-year training in Production Department, at Unit-2, situated at Chippada Village, Bhemmuniapatnam Mandal, Visakhapatnam District on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.16000/- per month during your training period.
2. After submit / verification of your B.Tech provisonal certificate you will be paid a stipend of Rs.16000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated , if you are not found medically fit.
4. Training is given at any one of the departments, branches & manufacturing units of the organization, depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization,depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules,regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization, at its sole discretion, may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act,1948.
9. This offer of training is based on the information furnished in your application. If, at any given time, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed, then your training based on this letter of training, is liable to be terminated, without any notice or any stipend in lieu thereof.

10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization, shall not be disclosed, divulged or made public by you even thereafter.
11. You shall adhere to Organization's policies, procedures, rules and regulations, discipline and general work practices, which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place.
13. Your training is liable for termination at any time without notice or enquiry, if you are found indulging in any misconduct.
14. Your progress in training is reviewed from time to time and if found unsatisfactory, your training will be terminated without notice.
15. You are required to submit the following at the time of joining
  - a. For verification purpose, we need your original certificates of S.SC, Inter, & B.Tech and photo copies of the same.
  - b. Four passport size color photographs.
  - c. Four copies of post card size black & white group photo of yours along with your dependent parents, and your spouse & children if married.
  - d. Photo copies of Aadhaar & PAN cards of yours along with your father, mother, spouse and children, if Married.
  - e. Photo copy of SBI savings bank account passbook.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

You shall join training within a week after completion of your final year examination including practical's, provided if you cleared all the subjects in previous examinations. You may bring marks memo's as a proof of passed previous examinations at the time of joining .

**We take this opportunity to welcome you to the organization and wish you good luck.**

Yours sincerely,

For DIVI 'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)

---


**ACCEPTANCE**

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

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

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

Road Map : Vizag to Tagarapuvalasa - Bus available. Tagarapuvalasa to Chippada - Autos available.

 :08922 248917/927

To,  
**Mr. Adari Nikhil Sai Srinivas**  
**S/o Srihari Rao**  
**HNO :12-115,**  
**LandMark : Panchaythi Street,**  
**City/Village : Munagapaka,**  
**Mandal : Munagapaka,**  
**District : VISAKHAPATNAM-531033.**

Sub : Letter for Training

**We extend to you our warmest welcome to our family of Divi's Laboratories Limited.**

With reference to your application and discussions had with you ,we are pleased to offer you a one-year training in Production Department, at Unit-1, situated at Lingo jigudem Village , Choutuppal Mandal , Yadadri Bhuvanagiri District on the on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.16000/- per month during your training period.
2. After submit / verification of your B.Tech provisonal certificate you will be paid a stipend of Rs.16000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated , if you are not found medically fit.
4. Training is given at any one of the departments, branches & manufacturing units of the organization, depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization,depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules,regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization, at its sole discretion, may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act,1948.
9. This offer of training is based on the information furnished in your application. If, at any given time, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed, then your training based on this letter of training, is liable to be terminated, without any notice or any stipend in lieu thereof.

10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization, shall not be disclosed, divulged or made public by you even thereafter.
11. You shall adhere to Organization's policies, procedures, rules and regulations, discipline and general work practices, which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place.
13. Your training is liable for termination at any time without notice or enquiry, if you are found indulging in any misconduct.
14. Your progress in training is reviewed from time to time and if found unsatisfactory, your training will be terminated without notice.
15. You are required to submit the following at the time of joining
  - a. For verification purpose, we need your original certificates of S.SC, Inter, & B.Tech and photo copies of the same.
  - b. Four passport size color photographs.
  - c. Four copies of post card size black & white group photo of yours along with your dependent parents, and your spouse & children if married.
  - d. Photo copies of Aadhaar & PAN cards of yours along with your father, mother, spouse and children, if Married.
  - e. Photo copy of SBI savings bank account passbook.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

You shall join training within a week after completion of your final year examination including practical's, provided if you cleared all the subjects in previous examinations. You may bring marks memo's as a proof of passed previous examinations at the time of joining .

**We take this opportunity to welcome you to the organization and wish you good luck.**

Yours sincerely,

For DIVI 'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)


**ACCEPTANCE**

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

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

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

Road Map : Hyderabad to Choutuppal - Bus available. Choutuppal to Lingojigudem - Autos available.

 :08694-257001

To,  
**Mr. Bojanki Prudhvi**  
 S/o Demudu  
 HNO :5,Rishitha Residency,  
 City/Village : Mangalapalem,  
 Mandal : Kothavalasa,  
 District : VIZIANAGARAM-535183.

Sub : Letter for Training

**We extend to you our warmest welcome to our family of Divi's Laboratories Limited.**

With reference to your application and discussions had with you ,we are pleased to offer you a one-year training in Production Department, at Unit-2, situated at Chippada Village, Bhemmuniapatnam Mandal, Visakhapatnam District on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.16000/- per month during your training period.
2. After submit / verification of your B.Tech provisonal certificate you will be paid a stipend of Rs.16000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated , if you are not found medically fit.
4. Training is given at any one of the departments, branches & manufacturing units of the organization, depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization,depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules,regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization, at its sole discretion, may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act,1948.
9. This offer of training is based on the information furnished in your application. If, at any given time, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed, then your training based on this letter of training, is liable to be terminated, without any notice or any stipend in lieu thereof.

10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization, shall not be disclosed, divulged or made public by you even thereafter.
11. You shall adhere to Organization's policies, procedures, rules and regulations, discipline and general work practices, which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place.
13. Your training is liable for termination at any time without notice or enquiry, if you are found indulging in any misconduct.
14. Your progress in training is reviewed from time to time and if found unsatisfactory, your training will be terminated without notice.
15. You are required to submit the following at the time of joining
  - a. For verification purpose, we need your original certificates of S.SC, Inter, & B.Tech and photo copies of the same.
  - b. Four passport size color photographs.
  - c. Four copies of post card size black & white group photo of yours along with your dependent parents, and your spouse & children if married.
  - d. Photo copies of Aadhaar & PAN cards of yours along with your father, mother, spouse and children, if Married.
  - e. Photo copy of SBI savings bank account passbook.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

You shall join training within a week after completion of your final year examination including practical's, provided if you cleared all the subjects in previous examinations. You may bring marks memo's as a proof of passed previous examinations at the time of joining .

**We take this opportunity to welcome you to the organization and wish you good luck.**

Yours sincerely,

For DIVI 'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)

---


**ACCEPTANCE**

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

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

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

Road Map : Vizag to Tagarapuvalasa - Bus available. Tagarapuvalasa to Chippada - Autos available.

 :08922 248917/927

To,  
**Mr. Chandaka Sai Kumar**  
 S/o Suryanarayana  
 HNO :2-181,  
 LandMark : Sheshapupeta,  
 Post : Vallapuram,  
 Mandal : Gurla,  
 District : VIZIANAGARAM-535217.

Sub : Letter for Training

**We extend to you our warmest welcome to our family of Divi's Laboratories Limited.**

With reference to your application and discussions had with you ,we are pleased to offer you a one-year training in Production Department, at Unit-2, situated at Chippada Village, Bhemmuniapatnam Mandal, Visakhapatnam District on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.16000/- per month during your training period.
2. After submit / verification of your B.Tech provisonal certificate you will be paid a stipend of Rs.16000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated , if you are not found medically fit.
4. Training is given at any one of the departments, branches & manufacturing units of the organization, depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization,depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules,regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization, at its sole discretion, may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act,1948.
9. This offer of training is based on the information furnished in your application. If, at any given time, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed, then your training based on this letter of training, is liable to be terminated, without any notice or any stipend in lieu thereof.



10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization, shall not be disclosed, divulged or made public by you even thereafter.
11. You shall adhere to Organization's policies, procedures, rules and regulations, discipline and general work practices, which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place.
13. Your training is liable for termination at any time without notice or enquiry, if you are found indulging in any misconduct.
14. Your progress in training is reviewed from time to time and if found unsatisfactory, your training will be terminated without notice.
15. You are required to submit the following at the time of joining
  - a. For verification purpose, we need your original certificates of S.SC, Inter, & B.Tech and photo copies of the same.
  - b. Four passport size color photographs.
  - c. Four copies of post card size black & white group photo of yours along with your dependent parents, and your spouse & children if married.
  - d. Photo copies of Aadhaar & PAN cards of yours along with your father, mother, spouse and children, if Married.
  - e. Photo copy of SBI savings bank account passbook.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

You shall join training within a week after completion of your final year examination including practical's, provided if you cleared all the subjects in previous examinations. You may bring marks memo's as a proof of passed previous examinations at the time of joining .

**We take this opportunity to welcome you to the organization and wish you good luck.**

Yours sincerely,

For DIVI 'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)


**ACCEPTANCE**

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

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

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

Road Map : Vizag to Tagarapuvalasa - Bus available. Tagarapuvalasa to Chippada - Autos available.

 :08922 248917/927

To,  
**Mr. Gonnabathula S S A Hemanth**  
 S/o V S Ravi Kumar  
 HNO :15-12-18/4,  
 LandMark : Eswar Apartments, Krishna Nagar,  
 City/Village : Maharanipeta,  
 Mandal : Visakhapatnam,  
 District : VISAKHAPATNAM-530040.

Sub : Letter for Training

**We extend to you our warmest welcome to our family of Divi's Laboratories Limited.**

With reference to your application and discussions had with you ,we are pleased to offer you a one-year training in Production Department, at Unit-1, situated at Lingo jigudem Village , Choutuppal Mandal , Yadadri Bhuvanagiri District on the on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.16000/- per month during your training period.
2. After submit / verification of your B.Tech provisonal certificate you will be paid a stipend of Rs.16000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated , if you are not found medically fit.
4. Training is given at any one of the departments, branches & manufacturing units of the organization, depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization,depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules,regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization, at its sole discretion, may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act,1948.
9. This offer of training is based on the information furnished in your application. If, at any given time, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed, then your training based on this letter of training, is liable to be terminated, without any notice or any stipend in lieu thereof.

10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization, shall not be disclosed, divulged or made public by you even thereafter.
11. You shall adhere to Organization's policies, procedures, rules and regulations, discipline and general work practices, which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place.
13. Your training is liable for termination at any time without notice or enquiry, if you are found indulging in any misconduct.
14. Your progress in training is reviewed from time to time and if found unsatisfactory, your training will be terminated without notice.
15. You are required to submit the following at the time of joining
  - a. For verification purpose, we need your original certificates of S.SC, Inter, & B.Tech and photo copies of the same.
  - b. Four passport size color photographs.
  - c. Four copies of post card size black & white group photo of yours along with your dependent parents, and your spouse & children if married.
  - d. Photo copies of Aadhaar & PAN cards of yours along with your father, mother, spouse and children, if Married.
  - e. Photo copy of SBI savings bank account passbook.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

You shall join training within a week after completion of your final year examination including practical's, provided if you cleared all the subjects in previous examinations. You may bring marks memo's as a proof of passed previous examinations at the time of joining .

**We take this opportunity to welcome you to the organization and wish you good luck.**

Yours sincerely,

For DIVI 'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)

---


**ACCEPTANCE**

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

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

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

Road Map : Hyderabad to Choutuppal - Bus available. Choutuppal to Lingojigudem - Autos available.

 :08694-257001

To,  
**Mr. Jogi Chandra Sai Girish**  
**S/o Venkata Srinivasa Rao**  
**HNO :408,Sai Durga Towers,**  
**LandMark : Palangi Road,**  
**City/Village : Tanuku,**  
**District : WEST GODAVARI-534211.**

Sub : Letter for Training

**We extend to you our warmest welcome to our family of Divi's Laboratories Limited.**

With reference to your application and discussions had with you ,we are pleased to offer you a one-year training in Production Department, at Unit-2, situated at Chippada Village, Bhemmuniapatnam Mandal, Visakhapatnam District on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.16000/- per month during your training period.
2. After submit / verification of your B.Tech provisonal certificate you will be paid a stipend of Rs.16000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated , if you are not found medically fit.
4. Training is given at any one of the departments, branches & manufacturing units of the organization, depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization,depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules,regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization, at its sole discretion, may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act,1948.
9. This offer of training is based on the information furnished in your application. If, at any given time, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed, then your training based on this letter of training, is liable to be terminated, without any notice or any stipend in lieu thereof.

10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization, shall not be disclosed, divulged or made public by you even thereafter.
11. You shall adhere to Organization's policies, procedures, rules and regulations, discipline and general work practices, which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place.
13. Your training is liable for termination at any time without notice or enquiry, if you are found indulging in any misconduct.
14. Your progress in training is reviewed from time to time and if found unsatisfactory, your training will be terminated without notice.
15. You are required to submit the following at the time of joining
  - a. For verification purpose, we need your original certificates of S.SC, Inter, & B.Tech and photo copies of the same.
  - b. Four passport size color photographs.
  - c. Four copies of post card size black & white group photo of yours along with your dependent parents, and your spouse & children if married.
  - d. Photo copies of Aadhaar & PAN cards of yours along with your father, mother, spouse and children, if Married.
  - e. Photo copy of SBI savings bank account passbook.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

You shall join training within a week after completion of your final year examination including practical's, provided if you cleared all the subjects in previous examinations. You may bring marks memo's as a proof of passed previous examinations at the time of joining .

**We take this opportunity to welcome you to the organization and wish you good luck.**

Yours sincerely,

For DIVI 'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)

---


**ACCEPTANCE**

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

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

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

Road Map : Vizag to Tagarapuvalasa - Bus available. Tagarapuvalasa to Chippada - Autos available.

 :08922 248917/927

To,  
Mr. Kilaparathi Kamalakar  
S/o Peda Arjun  
HNO : 1-101-C,  
City/Village : Paidampeta,  
Mandal : K Kotapadu,  
District : VISAKHAPATNAM-531034.

Date: 16.03.2020,

Sub : Letter for Training

We extend to you our warmest welcome to our family of Divi's Laboratories Limited.

With reference to your application and discussions had with you ,we are pleased to offer you a one-year training in Production Department, at Unit-1, situated at Lingojjigudem Village , Choutuppal Mandal , Yadadri Bhuvanagiri District on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.15000/- per month during your training period.
2. After submit / verification of your B.Tech provisonal certificate you will be paid a stipend of Rs.16000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up, as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated , if you are not found medically fit.
4. Training is given at any one of the departments, branches & manufacturing units of the organization, depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization, depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules, regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization, at its sole discretion, may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act, 1948.
9. This offer of training is based on the information furnished in your application. If, at any given time, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed, then your training based on this letter of training, is liable to be terminated, without any notice or any stipend in lieu thereof.

10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization, shall not be disclosed, divulged or made public by you even thereafter.
11. You shall adhere to Organization's policies, procedures, rules and regulations, discipline and general work practices, which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place.
13. Your training is liable for termination at any time without notice or enquiry, if you are found indulging in any misconduct.
14. Your progress in training is reviewed from time to time and if found unsatisfactory, your training will be terminated without notice.
15. You are required to submit the following at the time of joining
  - a. For verification purpose, we need your original certificates of S.SC, Inter, & B.Tech and photo copies of the same.
  - b. Four passport size color photographs.
  - c. Four copies of post card size black & white group photo of yours along with your dependent parents, and your spouse & children if married.
  - d. Photo copies of Aadhaar & PAN cards of yours along with your father, mother, spouse and children, if Married.
  - e. Photo copy of SBI savings bank account passbook.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

You shall join training within a week after completion of your final year examination including practical's, provided if you cleared all the subjects in previous examinations. You may bring marks memo's as a proof of passed previous examinations at the time of joining.

**We take this opportunity to welcome you to the organization and wish you good luck.**

Yours sincerely,

For DIVI'S LABORATORIES LTD

  
K.SUBBA RAO

GENERAL MANAGER (P&A)

---


**ACCEPTANCE**

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

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

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

Road Map : Hyderabad to Choutuppal - Bus available. Choutuppal to Lingoigudem - Autos available.

 :08694-257001

.....44101.....

To,  
**Mr. Nakkana Manoj Yadav**  
**S/o Chandra Sekhar**  
**HNO :11-66,**  
**City/Village : T V Towers colony,**  
**Post : T V Towers colony,**  
**Mandal : Simhachalam,**  
**District : VISAKHAPATNAM-530028.**

Sub : Letter for Training

**We extend to you our warmest welcome to our family of Divi's Laboratories Limited.**

With reference to your application and discussions had with you ,we are pleased to offer you a one-year training in Production Department, at Unit-1, situated at Lingojugudem Village , Choutuppal Mandal , Yadadri Bhuvanagiri District on the on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.16000/- per month during your training period.
2. After submit / verification of your B.Tech provisonal certificate you will be paid a stipend of Rs.16000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated , if you are not found medically fit.
4. Training is given at any one of the departments, branches & manufacturing units of the organization, depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization,depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules,regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization, at its sole discretion, may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act,1948.
9. This offer of training is based on the information furnished in your application. If, at any given time, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed, then your training based on this letter of training, is liable to be terminated, without any notice or any stipend in lieu thereof.



10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization, shall not be disclosed, divulged or made public by you even thereafter.
11. You shall adhere to Organization's policies, procedures, rules and regulations, discipline and general work practices, which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place.
13. Your training is liable for termination at any time without notice or enquiry, if you are found indulging in any misconduct.
14. Your progress in training is reviewed from time to time and if found unsatisfactory, your training will be terminated without notice.
15. You are required to submit the following at the time of joining
  - a. For verification purpose, we need your original certificates of S.SC, Inter, & B.Tech and photo copies of the same.
  - b. Four passport size color photographs.
  - c. Four copies of post card size black & white group photo of yours along with your dependent parents, and your spouse & children if married.
  - d. Photo copies of Aadhaar & PAN cards of yours along with your father, mother, spouse and children, if Married.
  - e. Photo copy of SBI savings bank account passbook.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

You shall join training within a week after completion of your final year examination including practical's, provided if you cleared all the subjects in previous examinations. You may bring marks memo's as a proof of passed previous examinations at the time of joining .

**We take this opportunity to welcome you to the organization and wish you good luck.**

Yours sincerely,

For DIVI 'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)


**ACCEPTANCE**

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

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

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

Road Map : Hyderabad to Choutuppal - Bus available. Choutuppal to Lingojigudem - Autos available.

 :08694-257001

Ref: DFC(I)PL/Kesavaram/HR/Offer/2020

**Date: 12th Sep, 2020**

To  
Mr.Peddina Sampath Kumar,  
S/o Janardhana Rao,  
19-316/2, Near Central jail, Visakhapatnam  
Visakhapatnam District, 530040.  
Contact No: 9440361958, Email: sampathpeddina@gmail.com.

Dear Mr. Sampath,

**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, 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 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 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 month prior notice. The company reserves the right to pay or recovers 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 **10 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. (**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 bank officials. 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 & Admin.