



CAUVERY COLLEGE GONIKOPPAL

Re-accredited with Grade "A" by NAAC
Affiliated to Mangalore University



RE-ACCREDITED WITH 'A' GRADE BY NAAC

Estd:1968

Ph : Off: 08274-247262
Ph : Fax: 08274-247045
Web : www.cauverycollegepl.edu.in
E-mail : cauvery.gnl@gmail.com

Post Box No.5
Vidyanagar
GONIKOPPAL - 571213
KODAGU
KARNATAKA

INTERNAL QUALITY ASSURANCE CELL

Criteria 5 Student Support and Progression

5.2.1: Number of outgoing students placed and / or progressed to higher education year wise during the last five years

Sl. No	Particulars
1	Supporting Documents for students placed and / or progressed to higher education year wise during the last five years


Coordinator
Internal Quality Assurance Cell
Cauvery College
Gonikoppal-571213, Kodagu


PRINCIPAL
CAUVERY COLLEGE
GONIKOPPAL-571213



ವಿಶ್ವೇಶ್ವರಯ್ಯ ತಾಂತ್ರಿಕ ವಿಶ್ವವಿದ್ಯಾಲಯ, ಬೆಳಗಾವಿ. ಕರ್ನಾಟಕ. ಭಾರತ
VISHVESVARAYA TECHNOLOGICAL UNIVERSITY,
BELAGAVI. KARNATAKA. INDIA

ವಿ.ತಾ.ವಿ ಪದವಿ / ಸ್ನಾತಕೋತ್ತರ ಪದವಿ ಪರೀಕ್ಷೆಯ ಸಾಮಯಿಕ ಫಲಿತಾಂಶ ಫೆಬ್ರವರಿ / ಮಾರ್ಚ್ - ೨೦೨೨.
VTU PROVISIONAL RESULTS OF UG / PG FEBRUARY / MARCH - 2022 EXAMINATION.

University Seat Number	: 4VZ21MC084
Student Name	: RAKSHITHA N M

Semester : 1

Subject Code	Subject Name	Internal Marks	External Marks	Total	Result	Announced / Updated on
20MCA11	DATA STRUCTURES WITH ALGORITHMS	35	37	72	P	2022-07-28
20MCA12	OPERATING SYSTEM WITH UNIX	37	48	85	P	2022-07-28
20MCA13	COMPUTER NETWORKS	39	42	81	P	2022-07-28
20MCA14	MATHEMATICAL FOUNDATION FOR COMPUTER APPLICATIONS	33	27	60	P	2022-07-28
20MCA15	RESEARCH METHODOLOGY & IPR	35	31	66	P	2022-07-28
20MCA16	DATA STRUCTURES WITH ALGORITHMS LAB	40	33	73	P	2022-07-28
20MCA17	UNIX PROGRAMMING LAB	40	60	100	P	2022-07-28
20MCA18	COMPUTER NETWORKS LAB	38	54	92	P	2022-07-28

ನಾಮಕರಣ / ಸಂಕ್ಷೇಪಣೆಗಳು
Nomenclature / Abbreviations

P -> PASS	F -> FAIL	A -> ABSENT	W -> WITHHELD	X, NE -> NOT ELIGIBLE
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Note :

- 1) Results of some subjects of some students are not appearing due to reasons such as,
 - a) CIE not Available
 - b) SEE not availablebecause of technical reasons etc, however they will be updated shortly.
- 2) Withheld results to be announced later

ಸಹಿ/-
Sd/-

ಕುಲಸಚಿವರು (ಮೌಲ್ಯಮಾಪನ)
REGISTRAR (EVALUATION)

Provisional Enrollment (Admission) Letter

 Date 15th July 2022

Application Number :22130622552
 Name of the Candidate :Surya Thej S
 Mobile Number :09535598395
 Programme : M.Sc. - Data Science

Congratulations!

We take pleasure in offering you the provisional admission to the First Year of the two years **M.Sc. - Data Science** Programme, beginning from the Academic Session 2022-23 at REVA University, Bengaluru. The confirmation of your admissions is contingent upon accepting and fulfilling the following conditions:

1. **Eligibility Criteria** for the said program, as mentioned in the program brochure available on the University website (www.reva.edu.in)
2. Submission and Verification of academic documents, by the Office of the Registrar, (Through proper channel, initiated at the Office of Admissions).
3. Submission and receipt of the Annual Program Fee, as detailed below:

Particulars	1 st Yr	2 nd Yr	3 rd Yr	4 th Yr	5 th Yr	Total
Tuition Fee & University Fee	1,50,000	1,50,000	NA	NA	NA	3,00,000
Provisional admissions fee	75,000	0	NA	NA	NA	75,000
Scholarship (If any)	0	0	NA	NA	NA	0
Fee Waiver (If any)	0	0	NA	NA	NA	0
Balance to be paid	75,000	1,50,000	NA	NA	NA	2,25,000


Note: Scholarship availed in 1st year based on the MERIT of LAST QUALIFYING EXAM will be continued if and only if the student obtains 85% attendance and 9 GPA/SGPA in all subjects and semesters in single attempt of the first (regular) scheduled Examination.

No other scholarship (or fee waiver) of any nature will be continued to next year, even if availed in 1st year.

Your application is null-and-void and the admission automatically stands cancelled, in case of submission of false/inappropriate/misleading information(s) to seek admission and/or scholarship(s).

For cancellation and refund (if any), write an email to "refund@reva.edu.in". Refund rules are governed by the UGC Notifications of October 2018.

Important Note: The Remaining due/payment for the complete 1st year must be cleared in full (100%) within 30 days from the date of issue of provisional admission letter, failing which the provisional admission will be cancelled.

		
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 Signature of the
Candidate

 Signature of the
Parent / Gaurdian

 Signature of the
Admission Officer

Provisional Enrollment (Admission) Letter

 Date 14th July 2022

Application Number :22130622736
 Name of the Candidate :Dechamma M P
 Mobile Number :09686354705
 Programme : M.Sc. - Data Science

Congratulations!

We take pleasure in offering you the provisional admission to the First Year of the two years **M.Sc. - Data Science** Programme, beginning from the Academic Session 2022-23 at REVA University, Bengaluru. The confirmation of your admissions is contingent upon accepting and fulfilling the following conditions:

1. **Eligibility Criteria** for the said program, as mentioned in the program brochure available on the University website (www.reva.edu.in)
2. Submission and Verification of academic documents, by the Office of the Registrar, (Through proper channel, initiated at the Office of Admissions).
3. Submission and receipt of the Annual Program Fee, as detailed below:

Particulars	1 st Yr	2 nd Yr	3 rd Yr	4 th Yr	5 th Yr	Total
Programme fee	1,50,000	1,50,000	NA	NA	NA	3,00,000
Provisional admissions fee	1,50,000	0	NA	NA	NA	1,50,000
Scholarship (If any)	0	0	NA	NA	NA	0
Fee Waiver (If any)	0	0	NA	NA	NA	0
Balance to be paid	Nil	1,50,000	NA	NA	NA	1,50,000


Note: Scholarship availed in 1st year based on the MERIT of LAST QUALIFYING EXAM will be continued if and only if the student obtains 85% attendance and 9 GPA/SGPA in all subjects and semesters in single attempt of the first (regular) scheduled Examination.

No other scholarship (or fee waiver) of any nature will be continued to next year, even if availed in 1st year.

Your application is null-and-void and the admission automatically stands cancelled, in case of submission of false/inappropriate/misleading information(s) to seek admission and/or scholarship(s).

For cancellation and refund (if any), write an email to "refund@reva.edu.in". Refund rules are governed by the UGC Notifications of October 2018.

Important Note: The Remaining due/payment for the complete 1st year must be cleared in full (100%) within 30 days from the date of issue of provisional admission letter, failing which the provisional admission will be cancelled.

		
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 Signature of the
Candidate

 Signature of the
Parent / Gaurdian

 Signature of the
Admission Officer



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VISVESVARAYA TECHNOLOGICAL UNIVERSITY,
BELAGAVI, KARNATAKA, INDIA

❑ ವಿ.ತಾ.ವಿ ಪದವಿ / ಸ್ನಾತಕೋತ್ತರ ಪದವಿ ಪರೀಕ್ಷೆಯ ಸಾಮಯಿಕ ಫಲಿತಾಂಶ ಜುಲೈ - ೨೦೨೨.
VTU PROVISIONAL RESULTS OF UG / PG June / July - 2022 EXAMINATION.

University Seat Number	: 4MH20MCA74
Student Name	: NAMITHASHRI A V

Semester : 6

Subject Code	Subject Name	Internal Marks	External Marks	Total	Result	Announced / Updated on
18MCA61	INTERNSHIP	98	0	98	P	2022-09-27
18MCA62	SEMINAR	97	0	97	P	2022-09-27
18MCA63	MAJOR PROJECT	37	55	92	P	2022-09-28

❑ ನಾಮಕರಣ / ಸಂಕ್ಷೇಪಣೆಗಳು
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- 1) Results of some subjects of some students are not appearing due to reasons such as,
a) CIE not Available
b) SEE not available
because of technical reasons etc, however they will be updated shortly.
- 2) Withheld results to be announced later.

ಸಹಿ/-
Sd/-

ಕುಲಸಚಿವರು (ಮೌಲ್ಯಮಾಪನ)
REGISTRAR (EVALUATION)



MANGALORE UNIVERSITY

MANGALAGANGOTTHRI- 574 199 D.K.



Name : **SHANYA K**

ID No. : **21/1022**

User : **PGR**

Designation : **Student**

Department : **Applied Zoology**

Reg. Date : **03/03/2022**

Valid Upto : **30/12/2023**


Signature

ಮಂಗಳೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯ
MANGALORE UNIVERSITY

Inana Kaveri P.G Centre, Chikka Aluvvara-571232



Director (I/C)

Inana Kaveri P.G Centre,
Chikka Aluvvara-571232
Mangalore (District)

GHANAVI M K

Course : M.Sc - Biochemistry

Date of Issue : January-2021

Valid Upto : 2023


Student Welfare Office



Date : 16/Jan/2023

Letter of intimation (INTERMEDIATE) - STUDENT SECTION

Mr. VARUN PS
ERANNA COLONY GONIKOPPAL VIRAJPET TALUK

GONI KOPPAL 571213 KARNATAKA

Subject : Your Application, and Registration for Intermediate(NEWINT) / Provisional / SRO0832876 , Dated : 14/12/2022

Dear Student,

With reference to your application, we are glad to inform that you have been registered with ICAI - Board of Studies as a Student of Intermediate (Direct Entry) Course with Student Registration Number NEWINT Provisional / SRO0832876 , with effect from 14/12/2022.

If you are provisionally registered, your registration shall be confirmed only on submission of satisfactory proof of having passed the Graduation examination with the minimum marks as provided in the CA Regulations within six months from the date of appearance in the final year graduation examination.

However, during the period of provisional registration, you can undergo Integrated Course on Information Technology and Soft Skills (ICITSS) – which is Information Technology and Orientation Course of 15 days each. You may note that three years of Practical Training can be commenced only on becoming a Graduate with the specified percentage of marks and you shall be eligible for appearing in the Intermediate examinations on completion of nine months of Practical Training. **In case, you fail to produce the proof within the aforesaid period, your provisional registration shall stand cancelled along with registration and other fees, as the case may be, paid by you shall not be refunded /adjusted. Please note that no credit shall be given for the theoretical education undergone during this period.**

You are advised to submit the proof of passing Graduation examination within the specified period for confirmation of your provisional registration.

Please Note: Articled Assistants are eligible to pursue only one additional course / Training / other professional education or other engagement / occupation during the period of practical training only on prior permission of the Council of the Institute of Chartered Accountants of India and by filling Form No. 112 endorsed by the employer and the Principal of the college/appropriate authority. You are advised to adhere strictly to the instructions given in Form 103.

For Course Curriculum and Examination related updates please visit Institute website www.icai.org.

You will get a separate mail communication from Centralized Distribution System for Study Material. Please note that the cost of one set of study material is included in the registration fee. You can place your Study Material order at ICAI CDS portal through this link: <https://icai-cds.org> by making use of login ID and password which you would receive by SMS / Email in 12 days after making the successful payment.

You can also join Live Coaching Classes at <https://live.icai.org/bos/vcc/> for the forthcoming Intermediate Examinations.

Note: Students are not required to pay any additional fee for Live Coaching Classes.

Best Wishes,

Student Section of ICAI

“This is a system generated letter and hence signature not required”

ESTD: 1968



CAUVERY COLLEGE

CENTER FOR P.G. STUDIES (RE-ACCREDITED 'A' BY NAAC)
P.E. No. 5, Vidyanagar, Gonikoppal - 571 213, Kodagu, Karnataka.
Ph : 08274-247262 Fax : 08274-247045

IDENTITY CARD

Valid Upto : 2022- 2024

Name : JOSHITH T.R
Course : M.Com
Gender : Male D.O.B. : 15-11-1999
Blood Group : B+ Roll. No: MC21011
Address : S/o. Ravi T.K
Shiva Colony, Mathur Vill. Ponnampet
Contact No : 9481481904



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ESTD 1968



CAUVERY COLLEGE

CENTER FOR P.G. STUDIES (RE-ACCREDITED 'A' BY NAAC)
P.B. No. 5, Vidyanagar, Gonikoppal - 571 213, Kodagu, Karnataka.
Ph : 08274-247262 Fax : 08274-247045

IDENTITY CARD

Valid Upto : 2022-2024

Name : KAVYA .K.U
Course : M.Com
Gender : Female D.O.B. : 06-12-2000
Blood Group : B+ Roll. No: MC 21012
Address : D/o.Umesh K.B
Srimangala Village & Post



Contact No : 9483965604

PRINCIPAL

ESTD: 1968



CAUVERY COLLEGE

CENTER FOR P.G. STUDIES (RE-ACCREDITED 'A' BY NAAC)
P.B. No. 5, Vidyanagar, Gonikoppal - 571 213, Kodagu, Karnataka.
Ph : 08274-247262 Fax : 08274-247045

IDENTITY CARD

Valid Upto : 2022 - 2024

Name : MONICA LOBO
Course : M.Com
Gender : Female D.O.B. : 18-09-2000
Blood Group : O+ Roll. No: MC21014
Address : D/o. Peter Lobo
Kuklur Village & Chembebelore Post,
Virajpet- 571 218
Contact No : 9483195787



PRINCIPAL



Mangalore University

Field Marshal K M Cariappa College



MADIKERI, KODAGU Ph 08272-228334

IDENTITY CARD



C.A.SUBRAMANI

Register No : 201471347102

Date of Birth : 09/10/1999

Course : MA English

Principal



JSS MAHAVIDYAPEETHA MYSURU-4
JSS COLLEGE FOR WOMEN

Autonomous

Saraswathipuram, Mysuru-09

Ph:0821-2548239 , 2548383 , 2548384



Chandana Suresh.V

Course: MCOM

ID CARD 2021-22

Sure Gatu
Principal

ESTD: 1968



CAUVERY COLLEGE

CENTER FOR P.G. STUDIES (RE-ACCREDITED 'A' BY NAAC)
P.B. No. 5, Vidyanagar, Gonikoppal - 571 213, Kodagu, Karnataka.
Ph : 08274-247262 Fax : 08274-247045

IDENTITY CARD

Valid Upto : 2022- 2024

Name : MONICA LOBO
Course : M.Com
Gender : Female D.O.B. : 18-09-2000
Blood Group : O+ Roll. No: MC21014
Address : D/o. Peter Lobo
Kuklur Village & Chembebelore Post,
Virajpet- 571 218
Contact No : 9483195787



PRINCIPAL



MANGALORE UNIVERSITY

MANGALAGANGOTHRI- 574 199 D.K.



Name : MANOJ S M

ID No. : 21/680

User : PGR

Designation : Student

Department : Applied Botany

Reg. Date : 28/01/2022

Valid Upto : 30/12/2023


Signature

ಮಂಗಳೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯ
MANGALORE UNIVERSITY

Jnana Kaveri P G Centre, Chikka Aluvara-571232



MONISHA MUTHAMMA T.M

Course : M.Sc - Biochemistry
Date of Issue : January-2021
Valid Upto : 2023


Student Welfare Officer

ESTD: 1968



CAUVERY COLLEGE

CENTER FOR P.G. STUDIES (RE-ACCREDITED 'A' BY NAAC)
P.B. No. 5, Vidyanagar, Gonikoppal - 571 213, Kodagu, Karnataka.
Ph : 08274-247262 Fax : 08274-247045

IDENTITY CARD

Valid Upto : 2022-2024

Name : PAVAN KUMAR S.R
Course : M.Com
Gender : Male D.O.B. : 12-11-1998
Blood Group : A+ Roll. No: MC21017
Address : S/o. S.B. Rajendra
Kanoor Village & Post, Virajpet Tq.
Contact No : 9611299203



PRINCIPAL



MANGALORE UNIVERSITY

MANGALAGANGOTTHRI- 574 199 D.K.



Name : ANAND E H

ID No. : 21/977

User : PG

Designation : Student

Department : Mathematics

Reg. Date : 05/03/2022

Valid Upto : 30/12/2023

A handwritten signature in black ink, appearing to be 'ANAND E H', written over a circular stamp.

Signature



MANGALORE UNIVERSITY

MANGALAGANGOTHRI- 574 199 D.K.



Name : RISHA BOJAKKA M P

ID No. : 21/558


User : PG

Designation : Student

Department : Industrial Chemistry

Reg. Date : 26/01/2022

Valid Upto : 30/12/2023


Signature



Date : 16/Jan/2023

Letter of intimation (INTERMEDIATE) - STUDENT SECTION

Mr. ABOOTHAHIR KM
HARISHCHANDRAPURA GONIKOPPAL

GONI KOPPAL 571213 KARNATAKA

Subject : Your Application, and Registration for Intermediate(NEWINT) / Provisional / SRO0833652 , Dated : 19/12/2022

Dear Student,

With reference to your application, we are glad to inform that you have been registered with ICAI - Board of Studies as a Student of Intermediate (Direct Entry) Course with Student Registration Number NEWINT Provisional / SRO0833652 , with effect from 19/12/2022.

If you are provisionally registered, your registration shall be confirmed only on submission of satisfactory proof of having passed the Graduation examination with the minimum marks as provided in the CA Regulations within six months from the date of appearance in the final year graduation examination.

However, during the period of provisional registration, you can undergo Integrated Course on Information Technology and Soft Skills (ICITSS) – which is Information Technology and Orientation Course of 15 days each. You may note that three years of Practical Training can be commenced only on becoming a Graduate with the specified percentage of marks and you shall be eligible for appearing in the Intermediate examinations on completion of nine months of Practical Training. **In case, you fail to produce the proof within the aforesaid period, your provisional registration shall stand cancelled along with registration and other fees, as the case may be, paid by you shall not be refunded /adjusted. Please note that no credit shall be given for the theoretical education undergone during this period.**

You are advised to submit the proof of passing Graduation examination within the specified period for confirmation of your provisional registration.

Please Note: Articled Assistants are eligible to pursue only one additional course / Training / other professional education or other engagement / occupation during the period of practical training only on prior permission of the Council of the Institute of Chartered Accountants of India and by filling Form No. 112 endorsed by the employer and the Principal of the college/appropriate authority. You are advised to adhere strictly to the instructions given in Form 103.

For Course Curriculum and Examination related updates please visit Institute website www.icai.org.

You will get a separate mail communication from Centralized Distribution System for Study Material. Please note that the cost of one set of study material is included in the registration fee. You can place your Study Material order at ICAI CDS portal through this link: <https://icai-cds.org> by making use of login ID and password which you would receive by SMS / Email in 12 days after making the successful payment.

You can also join Live Coaching Classes at <https://live.icai.org/bos/vcc/> for the forthcoming Intermediate Examinations.

Note: Students are not required to pay any additional fee for Live Coaching Classes.

Best Wishes,









Student Section of ICAI

“This is a system generated letter and hence signature not required”

CAUVERY POST GRADUATION REGISTER OF M.Com.

CENTRE, GONIKOPPAL, S. KODAGU ADMISSION 20 - 20

Admission No.	Date of Admission	Name of the Candidate Age, Sex, Marital Status BLOOD GROUP Photograph	Father's Name, Mother's Name Address & Contact No.	Qualification & Annual Income of Parents / Guardian	Caste and Religion	Category
09	26/07/2020	 SHARINA V.K.	MADHU V.K. KHAJESHA K.K. Paradise Mansi, M.G. Road, Soltapura, Kodagu District 9481854450	caste 20,000/-	Hindus	SC
10	26/07/2020	 SHARATH P.S.	SARATH P.S. SHARINAKA P.S. Kaduruppa, Masod V/P Vilavipal, Sr. 9762159328	caste 11,000/-	Hindus Thayya	SC
11	26/07/2020	 PRAVEESHA KUMAR, H.M.	NAAGARAJ H.M. YASWISHA H.S. Tala coffee, Ltd. Palliketta, Kodagu 9161282109 9449117328 9422240762	caste 11,000/-	Hindus didi Kasturba	SC
12	26/07/2020	 SUDHA KUMAR, H.S.	BHAVARAO BHAGYA Sublingudu Village, A.P. Vilavipal, Sr. 9449117328	caste 20,000/-	UPPADA (ST)	cast 1









Date of Birth	Previous Institution & University	Overall Percentage	Percentage of Pass in Subjects	W/P	P.G. No. and Courses/other Certificate	Signature of the Student	Signature of the Principal	Remarks
22-08-1998	Christy School Kodagu District Kodagu, S.K.	60%	60%	F	PG MC CG			
03-02-1998	Christy School Kodagu District Kodagu, S.K.	47%	52%	M	PG MC CG			
28-01-1999	Christy School Kodagu District Kodagu, S.K.	42%	43%	M	PG MC CG			
27-06-1998	Christy School Kodagu District Kodagu, S.K.	49%	50%	M	PG MC CG			

CAUVER, JST GRADUATION REGISTER OF M.Com.

CENTRE, GONIKOPPAL, S. KODAGU
ADMISSION 20 - 20

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Roll No.	Date of Admission	Name of the Candidate as per TBLC Mark Card or BLOCK LETTER Photograph	Father's Name, Mother's Name Address & Contact No.	Qualification & Annual Marks of Parents / Guardian	Caste and Religion	Category
2010/2027	20/04/2027	SEETHANIMA MK  (Madduravipala)	KARUMONAH MA DEVANNA MK Pechakottur Village/HST Kodaga 932262257 918757148	Passes 25000/-	Kodava III A	
2010/2028	20/04/2027	SHASHA GN  (Chittaleppananda)	MURDAPPA GC RISHANEC N. East Meerale V/P VERAJAT TA 954222233 9487114522	Coole 22000/-	Kodava III A	
2010/2029	20/04/2027	NISHA KN  (Nittanada)	NACHAPPA KA PUSHPA KN Biluvani Village/HST VERAJAT TA 948220013 9482204554	Passes 22000/-	Kodava III A	
2010/2030	20/04/2027	KACHAPPAN A B  (Chittaleppananda)	CHITTALAPPA A B JAYDEVI B B Pechakottur V/P Kodaga Dist 948220013	Passes 22000/-	Kodava III A	

Date of Birth	Previous Institution & University	Overall Percentage	Passes in Part B Subjects	M/F	T.C. No. and Examinations other Certificates	Signature of the Student	Signature of the Principal	Remarks
27-08-1994 (Guntur Dist Mangaladweep District, Andhra Pradesh)	C.G.U.	67.20	27.20	F	T.C. No. ABC CC			
20-12-1994 (Chittaleppananda & NITTANADA Pond)	Sri Lanka Anuradhapura University College Killedipet Sri Lanka (Anuradhapura)	48.52	51	M	T.C. No. ABC CC			
16-02-1994 (Chittaleppananda Pond)	Sri Lanka Open College Perampal Anuradhapura University	60.52	60.52	F	T.C. No. ABC CC			
25-12-1994 (Nittanada Pond)	C.G.U.	51.20	52.00	M	T.C. No. ABC CC			









CAUVERY POST GRADUATION REGISTER OF M.COM.

CENTRE, GONIKOPPAL, S. KODAGU

ADMISSION 2017 - 2018

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Sl. No.	Date of Admission	Name of the Candidate As per 100% Merit Card BLOCK LETTER Photograph	Father's Name, Mother's Name Address & Contact No.	Occupation & Annual Income of Parents/ Candidate	Caste and Religion	Category
1	15/07/2017	 BHANU B.A.	NANJUNDAIAH B.A. LAKSHMI S. Palle Nagar KOPPA 9535542058	Self 16,000/-	Hindus Lithuanian -Panna	11. A
2	16/08/2017	 PRIVA C.B.	BORANA C.S. JANIKA C.B. Kabalamed Village, 4 th Post Vilajpet 195 9192742871/9492921460	Teacher 14,000/-	Kannada R.A.A. Spurda	11. B
3	11/07/2017	 NISHA R.	RAVI H.C. ANITA S. DANSHAYINI Balale Village, 4 th Post Vilajpet, Kodagu 9532993250	Co-ops 11,000/-	Andh Kannada	5C
4	15/07/2017	 KAVERI B.P.	POORNA B.A. YAMUNA S.P. Balamudi V.P Balamudi Ta. 9490371918/9490348333	Farmer 30,000/-	Kannada	11. A

Date of Birth	Present Institution & University	Class/Section	Percentage of Part II Subjects	M/F	V.C. No. and Elective/other Certificate	Signature of the Student	Signature of the Principal	Marksheet/Document
01/05/2002	CCG	21-28	57.26	M	TC MC CC			MARKSHEET
22/05/1995	CCG	55B	33.92	F	TC CC MC			MARKSHEET
01/05/2002	CCG	75A	75.00	F	TC CC MC			MARKSHEET
16/06/1998	CCG	201	75	F	TC MC CC			MARKSHEET









CAUVERY POST GRADUATION REGISTER OF M.Com.

CENTRE, GONIKOPPAL, S. KODAGU

ADMISSION 20 - 20

70

Sl. No.	Date of Admission	Name of the Candidate As per SSC Board Certificate & BUCK LETTER Photograph	Father's Name, Mother's Name Address & Contact No.	Occupation & Annual Income of Parents / Guardian	Cast and Religion	Category
01	24/01/2022	SEETHAMMA MK  (Madduravijaya)	KARUMBASAH MP DEVARIMA MK Beckinvalli village/Post Kodagu 972023653 910599101	Farmers 25000/-	Kodava	II A
02	24/01/2022	SASHINI C.N.  (Cholliyanurude)	MURDANA C.C. ESADIC.N. East Nannala V/P Vilajpet Tal. 954252354 9481054552	Coolie 35000/-	Kodava	II A
03	24/01/2022	NISHA K.A  (Chillemada)	NACHAPPA K.A POSHA K.A Bilimani village/Post Vilajpet Tal. 9482210913 9481204539	Farmers 25000/-	Kodava	II A
04	24/01/2022	ANICHAPPA A.B.  (Chillemada)	GHANSHAM A.A JAWY A.A Palkotlagal V/P Kodagu Dist. 9487204422	Farmers 35000/-	Kodava	II A

Date of Exam	Previous Institution & University	Direct Percentage	Percentage in Part I Subjects	M/F	T.C. No. and Date/Issue of other Certificate	Signature of the Student	Signature of the Principal	Remarks
25-08-2014 (Twenty eighth August Admission Twenty 1st)	C.G.U.	72%	24.24	F	T.C. No. AC/CC			
20-11-2014 (Thirtieth November Admission Twenty First)	Sri Lanka Open University Sri Lanka Open University Vilajpet Madduravijaya	48.57	51	M	T.C. No. AC/CC			
12-02-2022 (Twelfth February Admission Twenty Second)	Sri Lanka Open University Sri Lanka Open University Madduravijaya	60.52	62.34	F	T.C. No. AC/CC			
22-02-2022 (Twenty second February Admission Twenty Second)	C.G.U.	51.20	52.74	M	T.C. No. AC/CC			



MANGALORE UNIVERSITY

MANGALAGANGOTTHRI- 574 199 D.K.



Name : ANAND E H

ID No. : 21/977

User : PG

Designation : Student

Department : Mathematics

Reg. Date : 05/03/2022

Valid Upto : 30/12/2023

A handwritten signature in black ink, appearing to be 'ANAND E H', written over a circular stamp.

Signature



MOUNT CARMEL COLLEGE, AUTONOMOUS

58, Palace Road, Bengaluru - 560052

Phone No. 080- 22261759 / 22286386



Name : ANJANA T K
Register No : M17ME01
Combination : MA (ENGLISH)
Validity : 2017 - 2019



17P-0238

Anjana
Principal

www.mountcarmelcollegeblr.co.in

ESTD: 1968



CAUVERY COLLEGE

CENTER FOR P.G. STUDIES (RE-ACCREDITED 'A' BY NAAC)
P.B. No. 5, Vidyanagar, Gonikoppal - 571 213, Kodagu, Karnataka.
Ph : 08274-247262 Fax : 08274-247045

IDENTITY CARD

Valid Upto : 2022 - 2024

Name : ANUSHA H.A
Course : M.Com
Gender : Female D.O.B. : 07-05-2000
Blood Group : AB+ Roll. No: MC21001
Address : D/o. Ananda H.T
Siddapura Road, Pollibetta
Contact No : 9980793060



PRINCIPAL

ESTD: 1968



CAUVERY COLLEGE

CENTER FOR P.G. STUDIES (RE-ACCREDITED 'A' BY NAAC)
P.B. No. 5, Vidyanagar, Gonikoppal - 571 213, Kodagu, Karnataka.
Ph : 08274-247262 Fax : 08274-247045

IDENTITY CARD

Valid Upto : 2023-2024

Name : ASHWINI D.K
Course : M.Com
Gender : Female D.O.B. : 18-11-2000
Blood Group : O+ Roll. No: MC21002
Address : D/o. Kushalappa D.P
Bellur Vill. & Hysodlur Post
Contact No : 08274-200375.9611019940



PRINCIPAL



Star Union Dai-ichi
Life Insurance

is part of
Sundaram Life | Union Bank | Dai-ichi Life



Bhoomika H D

Dept. : Bancassurance

Emp. No : 37198

DOB : 18-Oct-2000

DOJ : 10-Oct-2022

B.Group : A+

Location : BO-Mysore



MANGALORE UNIVERSITY

MANGALAGANGOTTHRI- 574 199 D.K.



Name : BHUMIKA MUTHAMMA P M
ID No. : 22/145
User : PG
Designation : Student
Department : Mathematics
Reg. Date : 10/12/2022
Valid Upto : 31/12/2024

Bhumika

Signature



MANGALORE UNIVERSITY

MANGALAGANGOTTHRI- 574 199 D.K.



Name : K G BOPANNA
ID No. : 20/408
User : PG
Designation : Student
Department : History
Reg. Date : 06/01/2021
Valid Upto : 31/05/2022

Signature









CAUVERY POST GRADUATION REGISTER OF M.Com.

CENTRE, GONIKOPPAL, S. KODAGU

72

ADMISSION 20 - 20

Sl. No.	Date of Admission	Name of the Candidate As per SSLC Marks Card in BLOCK LETTER Photograph	Father's Name, Mother's Name Address & Contact No.	Occupation & Annual Income of Parent / Guardian	Caste and Religion	Category
13	20/07/2022	 RISHRITHA A.S.	SHIVANNA H. REKATHI Siddappa Caly Foundation Tale coffee Ltd 7084463002 8740241002	codec 1,50,000/-	Hindu Brah Kannada	SC
14	20/07/2022	 DIVYA M.S.	SUBRAMANI M.M MANGANATH M.S # 252, Sagar Nagar Kudalur, Virudhachari 912205114923	Farmer 25,000/-	Hindu Tamil	ST
15	20/07/2022	 GANAPATHY B.A.	ANASIM BT KANTHA B.A Hunkker Village/P.O Virajpet TE 94462114272 748072132	Farmer 30,000/-	Hindu T.M	A
16	20/07/2022	 GANAPATHY M.	MANGANATH SANTHA Hoodlithur K.S. Nagaraj (V) Habitat (P) Perungudi (C) 9922248420 8122002023	codec 1,50,000/-	Hindu Kannada	ST

Date of Birth	Previous Institution & University	Overall Percentage	Percentage of Part I Subjects	M/F	T.C No. and Enclosure after Certificate	Signature of the Student	Signature of the Professor	Remarks
30-11-1995	(Bikalathu Hanuman Munthala Kinnaly H.O.)	CCG 69.5%	21.28	F	TC No CC			PROFESSOR CAUVERY POST GRADUATION CENTRE, GONIKOPPAL, S.KODAGU
24-05-1995	(Tandla Senthil May Kinnaly Srinagar, TN)	CCV 58%	60	M	TC No CC			PROFESSOR CAUVERY POST GRADUATION CENTRE, GONIKOPPAL, S.KODAGU
10-11-1995	(Senthil May Kinnaly Srinagar, TN)	CCG 54%	55.03	M	TC No CC			PROFESSOR CAUVERY POST GRADUATION CENTRE, GONIKOPPAL, S.KODAGU
16-07-1992	(Senthil May Kinnaly Srinagar, TN)	CCG 69.94%	63.88	M	TC No CC 140			PROFESSOR CAUVERY POST GRADUATION CENTRE, GONIKOPPAL, S.KODAGU



MANGALORE UNIVERSITY

MANGALAGANGOTTHRI- 574 199 D.K.



Name : CHIRAG SHARMA B R
ID No. : 21/673
User : PG
Designation : Student
Department : Applied Botany
Reg. Date : 25/01/2022
Valid Upto : 30/12/2023


Signature

MYSORE DIOCESAN EDUCATIONAL SOCIETY ©

St. Philomena's College (Autonomous)

Affiliated to University of Mysore

Bannimantap, Mysore-570 015., Inala.

Tel. 0821-4240900, www.stphilos.ac.in



MBI21259



DEEKSHA N

Course : MSc Biochemistry
Adm. No : 2211109
Phone : 9632208741

Principal



ESTD: 1968



CAUVERY COLLEGE

CENTER FOR P.G. STUDIES (RE-ACCREDITED 'A' BY NAAC)
P.B. No. 5, Vidyanagar, Gonikoppal - 571 213, Kodagu, Karnataka.
Ph : 08274-247262 Fax : 08274-247045

IDENTITY CARD

Valid Upto : 2022- 2024

Name : DEVAIAH K.M
Course : M.Com
Gender : Male D.O.B. : 24-04-2000
Blood Group : O+ Roll. No: MC21006
Address : S/o. Muthanna K.T
RudraguppeVill.& Kandangala Post
Contact No : 9731567329, 9741938602



PRINCIPAL

Date: January 23, 2023

Emp Temp Code: 80110103811

Vibin K S

madiwala Bangalore Bangalore - 560066,
Karnataka, India

Contact No: +918050210618

Letter of Appointment

Dear Vibin,

With reference to the interviews you have had with us in the recent past, we are pleased to make you an Offer of Employment in our Company. Your Grade will be **Grade II** and you will be designated as **Relationship Executive**. You are required to report for duties on **January 23, 2023 ("Joining Date")** at **9:30 AM** or as per the agreed time during work hours.

Your employment will be as per the following terms and conditions:

1. Your remuneration is detailed in the enclosed **Annexure I**. All tax liabilities arising out of your entire compensation package, present or future, shall be borne by you.
2. Your duties and responsibilities will be as assigned by your immediate manager or other superior officer of the Company and the same will also include the jobs assigned by the Management from time to time.
3. The Company's business operates on a **24x7** basis and you may therefore be required to work in shifts including periodic night shifts. The work exigencies and the role may require you to extend your work-timings in accordance with the *Working Hour & Attendance Policy*. By accepting and signing this letter you affirm your willingness to abide by this requirement.
4. While your initial place of posting will be at an agreed place/Company's Office/Site at **Bangalore**, you are liable to be transferred to any department/office anywhere in India/Overseas, or a company/entity formed by the promoters or transferred/assigned responsibility in any associate company or be recalled to your original location. Accordingly, your working hours/shift timings could be changed periodically depending on the work/process requirements. All such transfers shall be governed by the *Transfer Policy* of the company. In the event of you being deputed overseas for training and operations you will be required to and shall sign all required documentation as per the rules, regulation and policies of the Company.
5. Your appointment will be on probation for a period of **six months** from the date of your joining the Company or for an extended period of time ("**Probation Period**") if found necessary. Your employment with the Company will be confirmed on the expiry of your Probation Period unless you are specifically advised otherwise in writing.
6. Your appointment shall continue, during your Probation Period or thereafter upon confirmation, unless your employment is discontinued by the Company, by providing not less than **60 Days ("Notice Period")** prior written notice. In the event you decide to leave the employment of the Company, you will be required to provide **60 Days** prior written notice to the Company, and the Company may at its sole discretion relieve you of your duties anytime during the notice period. You will be paid salary up to the last working day.

The Company at its discretion, during probation or on confirmation of your services thereof, without assigning any reason, can discontinue your employment on payment in lieu of Notice Period. Such payment will be calculated pro rate on the basis of your current Gross Fixed salary (subject to tax).

Teleperformance Global Services Private Limited,
lot No. 94-95, Udyog Vihar, Phase IV, Gurugram - 122016, Haryana, India.
ph: +91-124-6783050 | Fax: +91-124-6783099
registered Office: Teleperformance Towers, Plot CST No. 3406 A/28, Mindspace, Malad - West, Mumbai - 400090, Maharashtra, India.
ph: +91-22-66726000 | Fax: +91-22-66726010 | CIN: U72900MH2003PTC232120 | Email: contactus@teleperformancecdcs.com



In case of violation of any policies, procedures or rules of the Company or any other act of misconduct including but not limited to improper behaviour, theft or fraud, your services are liable to be discontinued without Notice Period or without payment in lieu of Notice Period.

7. You agree that this employment is conditional upon you successfully clearing the training as required. In the event of your in-ability to clear the training, the Company may relieve you of your duties with immediate effect without Notice Period or without payment in lieu of Notice Period.
8. You are employed as a permanent employee of the Company and are therefore not permitted to undertake any other employment or engage in any commercial activities, outside the Company, either honorary or otherwise, without prior written approval of the Company.
9. You are required to maintain the highest order of discipline and secrecy about the work of the Company and/or its subsidiaries or associate companies and in case of any breach of trust/discipline, your services may be discontinued by the Company with immediate effect without notice period or without payment in lieu of notice period.

You are required to always maintain the highest standard of confidentiality towards Company and its clients which includes but not limited to documents, files, records, customer details, project proposals, product developments, execution process, contracts, billing information, quality metrics, financial information about the Company etc. relating to business of the Company, which is proprietary to the Company and/or its clients and other information relating to the business of the Company which may be known, provided or



FW: OFFER LETTER - PUNITH POOVAIAH

1 message

Akshada Salagare <akshada.salagare@mpcl.in>

Fri, Sep 30, 2022 at 15:33

Reply-to: akshada.salagare@mpcl.in

To: punithpoovaiiah62@gmail.com

Cc: bhumi@mpcl.in, rajesh.nair@mpcl.in, ganga@mpcl.in, jitu@mpcl.in, sneha.mishra@mpcl.in, santosh mcp <santosh@mpcl.in>

shailesh@mpcl.in, sakshadampcl@gmail.com

Dear Punith ,

WELCOME TO MICROPOINT COMPUTERS

PRIVATE LTD.

Offer Letter

To,

Mr. Punith poovaiiah ,

Mobile No : 9482136020 / 9482136420

Dear Punith,

With reference to your application and to the subsequent interview you had with us, we are pleased to Offer you in our Organization with effect from **03rd October 2022.**

Your Designation and emoluments will be as follows:

Designation : Technical Support Engineer

Salary : Rs.25031/- CTC pm

The following terms and conditions would be mutually followed:

You will be on probation for a period of 6 Months from the date of appointment. The probation period may be extended based on your performance, which may need further training for more skills.

In case you leave the job before completion of probation period you will not be eligible for relieving and experience letters.

Your confirmation will be solely at the discretion of the management. You can take that you are confirmed, if you do not receive termination letter from the management before end of your probation period.

The company will have discretionary power to remove / replace you from the position held even after making you permanent. Which you give consent to, by signing / Accepting this "Offer Letter". The company holds the right to decide on your notice period at time of termination. Offer stands null and void if not accepted on or before 01st october 2022.

The normal working hours and Holidays, shall be applicable as per respective work place requirement and as per management policy.

If you wish to leave our service, you will have to give us Two-month notice. Management can revise any company policy at any point of time.

If you fail to do so your two-month salary will be withheld and will not be paid/recovered. It will also be treated that you have given us consent to inform in writing to the different govt. authorities for withholding the amount accrued till date from the deductions made by the company.

Government taxes like (PT) will be deducted at source as & wherever applicable .

Please submit below mentioned documents for further HR process on or before your joining for further salary process, failing on submission of documents to HR will affect adversely to Salary.

Document Checklist is as follows :-

Aadhar Card

ID proof. (PAN Card)

Education Qualification proof

Professional Qualification proof

Pass Post size photograph - 5

Accepted Resignation Letter copy

Previous Company Reliving & Experience Letter

Last three months Current Company Salary Slips

Bank Details

Bank A/c No.

Bank Address

Date: January 23, 2023

Emp Temp Code: 80110103811

Vibin K S

madiwala Bangalore Bangalore - 560066,
Karnataka, India

Contact No: +918050210618

Letter of Appointment

Dear Vibin,

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Your employment will be as per the following terms and conditions:

1. Your remuneration is detailed in the enclosed **Annexure I**. All tax liabilities arising out of your entire compensation package, present or future, shall be borne by you.
2. Your duties and responsibilities will be as assigned by your immediate manager or other superior officer of the Company and the same will also include the jobs assigned by the Management from time to time.
3. The Company's business operates on a **24x7** basis and you may therefore be required to work in shifts including periodic night shifts. The work exigencies and the role may require you to extend your work-timings in accordance with the *Working Hour & Attendance Policy*. By accepting and signing this letter you affirm your willingness to abide by this requirement.
4. While your initial place of posting will be at an agreed place/Company's Office/Site at **Bangalore**, you are liable to be transferred to any department/office anywhere in India/Overseas, or a company/entity formed by the promoters or transferred/assigned responsibility in any associate company or be recalled to your original location. Accordingly, your working hours/shift timings could be changed periodically depending on the work/process requirements. All such transfers shall be governed by the *Transfer Policy* of the company. In the event of you being deputed overseas for training and operations you will be required to and shall sign all required documentation as per the rules, regulation and policies of the Company.
5. Your appointment will be on probation for a period of **six months** from the date of your joining the Company or for an extended period of time ("**Probation Period**") if found necessary. Your employment with the Company will be confirmed on the expiry of your Probation Period unless you are specifically advised otherwise in writing.
6. Your appointment shall continue, during your Probation Period or thereafter upon confirmation, unless your employment is discontinued by the Company, by providing not less than **60 Days ("Notice Period")** prior written notice. In the event you decide to leave the employment of the Company, you will be required to provide **60 Days** prior written notice to the Company, and the Company may at its sole discretion relieve you of your duties anytime during the notice period. You will be paid salary up to the last working day.

The Company at its discretion, during probation or on confirmation of your services thereof, without assigning any reason, can discontinue your employment on payment in lieu of Notice Period. Such payment will be calculated pro rate on the basis of your current Gross Fixed salary (subject to tax).

teleperformance Global Services Private Limited,
lot No. 94-95, Udyog Vihar, Phase IV, Gurugram - 122016, Haryana, India.
ph: +91-124-6783050 | Fax: +91-124-6783099
registered Office: Teleperformance Towers, Plot CST No. 3406 A/28, Mindspace, Malad - West, Mumbai - 400090, Maharashtra, India.
ph: +91-22-66726000 | Fax: +91-22-66726010 | CIN: U72900MH2003PTC232120 | Email: contactus@teleperformancecdcs.com



In case of violation of any policies, procedures or rules of the Company or any other act of misconduct including but not limited to improper behaviour, theft or fraud, your services are liable to be discontinued without Notice Period or without payment in lieu of Notice Period.

7. You agree that this employment is conditional upon you successfully clearing the training as required. In the event of your in-ability to clear the training, the Company may relieve you of your duties with immediate effect without Notice Period or without payment in lieu of Notice Period.
8. You are employed as a permanent employee of the Company and are therefore not permitted to undertake any other employment or engage in any commercial activities, outside the Company, either honorary or otherwise, without prior written approval of the Company.
9. You are required to maintain the highest order of discipline and secrecy about the work of the Company and/or its subsidiaries or associate companies and in case of any breach of trust/discipline, your services may be discontinued by the Company with immediate effect without notice period or without payment in lieu of notice period.

You are required to always maintain the highest standard of confidentiality towards Company and its clients which includes but not limited to documents, files, records, customer details, project proposals, product developments, execution process, contracts, billing information, quality metrics, financial information, etc. about the Company etc. relating to business of the Company, which is proprietary to the Company and/or its clients and other information relating to the business of the Company which may be known, provided or



FW: OFFER LETTER - PUNITH POOVAIAH

1 message

Akshada Salagare <akshada.salagare@mpcl.in>

Fri, Sep 30, 2022 at 15:33

Reply-to: akshada.salagare@mpcl.in

To: punithpoovaiiah62@gmail.com

Cc: bhumi@mpcl.in, rajesh.nair@mpcl.in, ganga@mpcl.in, jitu@mpcl.in, sneha.mishra@mpcl.in, santosh mcp <santosh@mpcl.in>

shailesh@mpcl.in, sakshadampcl@gmail.com

Dear Punith ,

WELCOME TO MICROPOINT COMPUTERS

PRIVATE LTD.

Offer Letter

To,

Mr. Punith poovaiiah ,

Mobile No : 9482136020 / 9482136420

Dear Punith,

With reference to your application and to the subsequent interview you had with us, we are pleased to Offer you in our Organization with effect from **03rd October 2022.**

Your Designation and emoluments will be as follows:

Designation : Technical Support Engineer

Salary : Rs.25031/- CTC pm

The following terms and conditions would be mutually followed:

You will be on probation for a period of 6 Months from the date of appointment. The probation period may be extended based on your performance, which may need further training for more skills.

In case you leave the job before completion of probation period you will not be eligible for relieving and experience letters.

Your confirmation will be solely at the discretion of the management. You can take that you are confirmed, if you do not receive termination letter from the management before end of your probation period.

The company will have discretionary power to remove / replace you from the position held even after making you permanent. Which you give consent to, by signing / Accepting this "Offer Letter". The company holds the right to decide on your notice period at time of termination. Offer stands null and void if not accepted on or before 01st october 2022.

The normal working hours and Holidays, shall be applicable as per respective work place requirement and as per management policy.

If you wish to leave our service, you will have to give us Two-month notice. Management can revise any company policy at any point of time.

If you fail to do so your two-month salary will be withheld and will not be paid/recovered. It will also be treated that you have given us consent to inform in writing to the different govt. authorities for withholding the amount accrued till date from the deductions made by the company.

Government taxes like (PT) will be deducted at source as & wherever applicable .

Please submit below mentioned documents for further HR process on or before your joining for further salary process, failing on submission of documents to HR will affect adversely to Salary.

Document Checklist is as follows :-

Aadhar Card

ID proof. (PAN Card)

Education Qualification proof

Professional Qualification proof

Pass Post size photograph - 5

Accepted Resignation Letter copy

Previous Company Reliving & Experience Letter

Last three months Current Company Salary Slips

Bank Details

Bank A/c No.

Bank Address

Chennai
09/11/2022

Mr. NIKHIL M K
K R C Road, Gonikoppalu, Aruvathoklu,
Kodagu, Karnataka - 571213

Letter of Offer

Dear Sir,

This has reference to your application and the subsequent interview you had with us. We are pleased to **Offer** you the position of **Relationship Manager - Bancassurance** in our Company at its **Branch Office, Madikeri**. Brief terms and conditions of Letter of offer, are given below:

1. You will be on **probation** for a period of **six months** which may be extended at the discretion of the company. At the end of this period, if no letter is issued to you confirming the services, the period of probation shall be deemed to have been extended for a further period of six months due to unsatisfactory performance. Further during the period of probation or the extended period of probation, the company reserves the right to discharge you from the services of the company at any time without notice and without assigning any reason whatsoever.
2. Your initial place of posting will be at **Madikeri**. However the company reserves the right to post you anywhere in India in any capacity. Further the company also reserves the right to change your designation or re-designate you based on the requirement and the nature of job assigned.
3. You will be paid an annual compensation package of **Rs.3,00,000/- (Rupees Three Lakhs Only)**, on cost to the Company basis (inclusive of Company's Contribution to PF, ESI, Gratuity Fund, etc., as applicable). You are eligible for productivity linked performance incentive as declared by the company from time to time which is inclusive of employer and employee contribution to ESIC, as applicable. Further, the company reserves its right to alter, amend, withdraw the incentive scheme at any time as per the requirement.
4. Your appointment is target oriented and your individual business target is **Rs.2,50,000/- (Rupees Two Lakhs Fifty Thousand Only)** premium per month. Your target is subject to revision from time to time as decided by the company.
5. Your performance will be reviewed on a monthly basis on procurement of business, incurred claims ratio and profitability. The company shall have the absolute right to terminate your service without any notice period in case of unsatisfactory performance.
6. Notwithstanding anything contained above, the company shall have the absolute right to terminate your services at any time by giving 30 days written notice or salary in lieu thereof. Further in case of resignation from your side, you have to give clear 30 days notice in writing or salary in lieu of the notice period and your relief from the service is subject to acceptance of your resignation by the competent authority.

You may return the duplicate of this **letter of offer** duly signed as a token of your acceptance. On reporting for duty, you will be issued an appointment order with detailed terms and conditions and employee service rules of the company and this will govern your employment with the company.

You should report for duty on or before **24th Nov 2022**. If you fail to report for duty as stipulated above, the offer stands cancelled automatically.

We wish you a successful, rewarding and enjoyable career in Star Health and Allied Insurance Company Limited.

With regards,
For Star Health and Allied Insurance Company Limited

Accepted


Authorised Signatory

Sign :
Date :

NIKHIL M K



FW: OFFER LETTER - PUNITH POOVAIAH

1 message

Akshada Salagare <akshada.salagare@mpcl.in>

Fri, Sep 30, 2022 at 15:33

Reply-to: akshada.salagare@mpcl.in

To: punithpoovaiah62@gmail.com

Cc: bhumika@mpcl.in, rajesh.nair@mpcl.in, ganga@mpcl.in, jitu@mpcl.in, sneha.mishra@mpcl.in, santosh mcp <santosh@mpcl.in>, shailesh@mpcl.in, sakshadampcl@gmail.com

Dear Punith ,

WELCOME TO MICROPOINT COMPUTERS

PRIVATE LTD.

Offer Letter

To,

Mr. Punith poovaiah ,

Mobile No : 9482136020 / 9482136420

Dear Punith,

With reference to your application and to the subsequent interview you had with us, we are pleased to Offer you in our Organization with effect from **03th October 2022**.

You're Designation and emoluments will be as follows:

Designation : Technical Support Engineer

Salary : Rs.25031/- CTC pm

The following terms and conditions would be mutually followed:

You will be on probation for a period of 6 Months from the date of appointment. The probation period may be extended based on your performance, which may need further training for more skills.

In case you leave the job before completion of probation period you will not be eligible for relieving and experience letters.

Your confirmation will be solely at the discretion of the management. You can take that you are confirmed, if you do not receive termination letter from the management before end of your probation period.

The company will have discretionary power to remove / replace you from the position held even after making you permanent. Which you give consent to, by signing / Accepting this "Offer Letter". The company holds the right to decide on your notice period at time of termination. Offer stands null and void if not accepted on or before 01st october 2022.

The normal working hours and Holidays, shall be applicable as per respective work place requirement and as per management policy.

If you wish to leave our service, you will have to give us Two-month notice. Management can revise any company policy at any point of time.

If you fail to do so your two-month salary will be withheld and will not be paid/recovered. It will also be treated that you have given us consent to inform in writing to the different govt. authorities for withholding the amount accrued till date from the deductions made by the company.

Government taxes like (PT) will be deducted at source as & wherever applicable .

Please submit below mentioned documents for further HR process on or before your joining for further salary process, failing on submission of documents to HR will affect adversely to Salary.

Document Checklist is as follows :-

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ID proof. (PAN Card)

Education Qualification proof

Professional Qualification proof

Pass Post size photograph – 5

Accepted Resignation Letter copy

Previous Company Reliving & Experience Letter

Last three months Current Company Salary Slips

Bank Details

Bank A/c No.

Bank Address

Bank IFSC Code No / Bank Cancelled Cheque

Covid Vaccination Certificate

Police Clearance Certificate

Reference Details :-

Professional Reference _____

Personal Reference _____

Please sign a copy of this Offer Letter as consent and acceptance of the above-mentioned terms and conditions.

We hope to have a long and fruitful association

Thank you and welcome @ MICROPOINT COMPUTERS PVT. LTD

-

Please find below the Salary Structure – (Per Month)

Salary Structure			
NAME :	PUNITH POOVAIAH	DOJ	03.10.2022
LOCATION	LTI - BANGALORE	DESIGNATION	TECHNICAL SUPPORT ENGINEER
EARNING & REIMBRUSMENT	DEDUCTIONS & RECOVERIES		COMPANY CONTRIBUTION

BASIC + DA	16255	PF	1800	1950
Conveyance	1600	ESIC		300
Medical Allowance	1250	P.TAX	200	
Bonus	1354	GRATUITY		781
Other Allow.	728			
H.R.A	813			
GROSS SALARY	22000	TOTAL DEDUCTION	2000	3031
	NET PAYMENT		20000	
	TOTAL CTC		25031	
<p>PREPARED BY _____ EMPLOYEE SIGN _____</p> <p>CHECK BY _____ APPROVED BY _____</p> <p>CHECK BY _____</p>				

NOTE: PVC IS MANDATORY*

Regards ,

Akshada Salagare



Micropoint Computers Pvt Ltd.

HR Executive

17/18, Navketan Estate, Opp. ONIDA,

Mahakali Caves Rd.

Andheri (E), Mumbai – 400 093

DID:-022-40956383

EMAIL ID:- akshada.salagare@mpcl.in



Cauvery Education Society ®

Post Box No. 5, Gonikoppal - 571213, Kodagu District

Ph : 08274 - 247262, 9481042305

Email - cauveryeducationociety@gmail.com

coorgees1968@gmail.com

Website - www.cauveryeducationociety.org

CES/184 /2022-23

07.10.2022

To,

Miss. Rajeshwari M

D/o Sri. Madeva

3rd Cross, Umamaheshwari Layout,

Gonikoppal - 571213.

Aadhar No. - 4118 2862 4359

Mob: 9740385336

Sub: Appointment Order

You are offered the post of **Full Time Lecturer in Geography** at Cauvery College, Gonikoppal, under the following terms and conditions. If you wish to take up the said post, you may report for duty on 10th October 2022.

Terms and conditions:

1. Your appointment will be effective from the date of joining which shall be the date that you would report for duty.
2. You will be on probation for one (1) year and this period is liable to be extended, if found necessary for upto another year.
3. Your basic salary is fixed at ₹. 15,650/- in the scale of 14850-400-16450-450-18700-500-21700-600-25300-700-29500-800-34300. In addition you will receive DA as applicable on basic salary and EPF & ESI on basic and DA.

Details of your salary is as follows:-

Basic	₹. 15,650-00
DA 0%	₹. 00-00
PF 12%	₹. 1,800-00
ESI 3.25%	₹. 509-00
Total	₹. <u>17,959-00</u>

4. During the period of service, your services can be terminated with ten (10) day's notice without assigning any reason.

Cont..... 2

SECRETARY
CAUVERY EDUCATION SOCIETY (R)
GONIKOPPAL-571 213 KODAGU



Ref: No:56 /2021-22

30/11/2021

To
Mr. Abubakar Siddeeq
S/o Mr. Abdul Rehman
Virajapet
Kodagu Dist
Ph: 8762574062

SUB: LETTER OF APPOINTMENT

Dear Sir,

Greeting from the St. Thomas Institutions, Mysore!

This is to inform you that you have been appointed as Physical Education Teacher at St. Thomas Higher Primary School (English Medium), Vishweshwaranagar, Mysore w.e.f. 3rd December 2021 for a period of one year on Probationary basis with the following conditions.

- Your remuneration package will be Rs.13,000/- per month.
- You have to carry out the academic and other responsibilities as entrusted by the Institution from time to time correctly.
- You are required to give an undertaking that you will not leave the Institution in the Middle of the academic year giving trouble to the students.
- You are not allowed to take care any other assignment either full time or part time without the written permission of the Management.
- In case you want to leave the Institution you have to give three month advance notice or three month's salary in lieu of notice.
- You will be governed by the service rules and code of conduct of Mar Thoma Education Society, Mysore.

I wish you a pleasant and committed service at St. Thomas Institutions, Mysore.

With best regards,

Rev. Prakash Abraham
Manager



29-Dec-2021

Ms. Anush M C

Anush M C ,D/O M K Changappa,#13,Kandangala,Kandabgala,Kodagu Karnataka-571218

Coorg
Karnataka
571218

Sub: Letter of Intent

Dear Anush,

This refers to your application dated "**15-Dec-2021**" and subsequent interview held on "**16-Dec-2021**"

We are pleased to offer you appointment in our Organization as "*Associate-Staffing (Embauche)*" on the terms and conditions as mutually agreed upon during the course of discussion. Your total cost to the company would be INR 255,200 (Rs. Two Lakhs Fifty Five Thousand Two Hundred Only) Per Annum. The compensation has been divided into a fixed portion of Rs. 232,000/- (Rs. Two Lakhs Thirty Two Thousand Only) and a variable portion of Rs. 23,200/- (Rs. Twenty Three Thousand Two Hundred Only) to be paid quarterly in equal installments. Detailed break up would be provided to you in the appointment letter after your joining.

You will be issued the formal Letter of Appointment on your joining. You are advised to join us on or before "**03-Jan-2022**" at our Bangalore Office. In case you fail to join your duties by the date mentioned, the Management reserves the right to cancel this letter of Intent.

Please carry the following documents at the time of joining:

- Copies of Certificates in support of your Qualifications
- Copies of Certificates in support of your Experience
- Original Relieving Certificate from the current employer
- Last Salary Slip
- 5 Passport size photographs
- Form 16/ Salary Certificate
- Photo ID Proof, like (PAN Card, Driving License, Voter ID, Pass Port)
- PAN Number
- Current/Local Address Proof
- Permanent Address Proof

Artech will perform a background check through an external agency post your joining & if any information/declaration furnished by you proves to be false or you are found to have willfully suppressed any material information, the company reserves the right to terminate your services without any notice or notice pay. Your appointment letter will be handed over to you once the background check is completed positively and basis the successful completion of your Training.

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

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

Thanking You,

Yours Sincerely,

For **Artech Info systems Pvt. Ltd.**

Rabish Chaturvedi

Vice President - HR

Artech Infosystems Pvt Ltd

Corporate Office: Infospace, B-2, Tower-2, Ground Floor, Sector 62, Noida - 201307 INDIA

Tel. +91-120-6666333 Fax. +91-120-6666366

Email : info@artechinfo.in Website : www.artechinfo.com

CIN:U74899DL1980PTC010770



Concentrix Daksh Services India Private Limited
Manyata Embassy Business Park
Block D1, D4 & C4, 1st Floor, Outer Ring Road
Rachenahalli Nagawara, Bangalore - 560045, India
Tel : +91-80-40204400
Fax : +91-80-40204455

Private & Confidential

Date (dd/mm/yy): 29/06/2017

KAVAN KARIYAPPA K A

NO 19annalahreddy

layout banasawadi, Karnataka -560043

APPOINTMENT LETTER

Dear KAVAN KARIYAPPA K A

Subsequent to the meetings between Concentrix Daksh Services India Private Limited (hereinafter, 'Concentrix/Company') and you, we are pleased to make an offer of employment on the following terms and conditions. Your compensation and benefits are detailed in the attached Annexure.

1. Appointment

1.1 You shall be appointed to the position of Practitioner in Band 3. Your designation may be changed at the discretion of the Company depending on the work assigned to you.

1.2 Your initial place of work shall be Bangalore

However, your services are transferable to any other role, competency, place or office of the Company or to any subsidiary or associate company, whether now existing or still to be formed. Such transfer/deputation will be in accordance with the Company's rules being in force at the time.

On transfer or assignment, you will be governed by the Rules, Regulations and Conditions of Service applicable to that location or role.

Refusal to accept such transfer or assignment may lead to disciplinary action including but not limited to termination of your employment.

1.3 Your appointment will be effective from 04/07/2017 (dd/mm/yy) or at an earlier date as mutually agreed, subject to your completing the on boarding formalities. You are required to submit all the documents (as per the Mandatory Document Checklist) on 03/07/2017 (dd/mm/yy) failing which the Company reserves the right to withdraw this offer letter and/or cancel your appointment. If this date is not suitable, please contact us immediately at rameshbabu.s@Concentrix.com to seek an alternative date on which to submit all required documents.

Please note that the offer will be withdrawn at the Onboarding date if you do not notify us of your acceptance or we are unable to agree to an alternate joining date.

1.4 On on-boarding / joining you shall report to HR Representative or any other person nominated by him/her.

Kavan

Signature of Candidate

CNX/REG/ART/AGHR/APL/4.0

Concentrix Daksh Services India Private Limited

(Formerly known as IBM Daksh Business Process Services Private Limited)

Registered Office : Unit # 101, Westend Mall, 1st Floor, 3rd Level, Main Najafgarh Road, District Centre, Janakpuri, New Delhi - 110058

Corporate Identity Number : U72200DL1999PTC102972

Phone : 91-124-4635100 Fax : 91-124-4263311

Email : info.india@concentrix.com Website : www.concentrix.com

Date: 16/1/19

Letter Of Intent

Dear, Chandamma KB

With reference to our discussion held with you, we are pleased to offer you an opportunity to attend our training program. You may note that the organization has allowed you to attend this training on the understanding that you shall attend full training without absenting and shall make all efforts to qualify through the tests.

You are requested to join us on 19/1/19 at Concord building, Richmond road, Bangalore @ the CTC of 132431

On the very same day, please bring the Originals & photo copies of the below mentioned documents:


- 1) **Photo Identity Proof:** (Any one of following document : Voter ID Card / Passport / driving licenses)
- 2) **Age Proof :** (Any one of following documents : X th class certificate / Passport)
- 3) **Address Proof:**
 - **Present Address** (Any one of following documents : Ration Card/ Rent agreement with electricity and telephone bill)
 - **Permanent Address** (Any one of following documents : Ration Card/ Rent agreement with electricity and telephone bill)
- 4) **Educational Certificates :** (Class 10th & 12th Mark Sheet & Certificate, Graduation and any other applicable Academic/Professional degree/diploma)
- 5) **Experience & Relieving letters, if any.**
- 6) **Photograph :** 6 Passport size & 2 Stamp size color photograph
- 7) **Copy of PAN** (Permanent Account Number) or **ADHAR CARD** (Any of the same is mandatory)
- 8) Any other documents.

Upon successful completion of training process you will be absorbed as **Customer Service Representative**. A detailed Appointment letter shall be issued to you, after successful completion of training.


Welcoming you to our organization and wishing you a successful career with us. Please indicate your acceptance by signing a copy of this letter.

Yours truly,

For ISON BPO INDIA PRIVATE LIMITED


Sul Shambu Shaji
Human Resources

I accept the offer and understand the offer is subject to my completing the training program.


Signature

16/01/2019
Date



SRI KANCHI KAMAKOTI MEDICAL TRUST
SANKARA EYE HOSPITAL

BOARD OF TRUSTEES

Dr.S.V. Balasubramaniam - Chairman

Dr.R.V. Ramani - Founder & Managing Trustee

Dr.P.G. Viswanathan Dr.S.R. Rao Dr.S. Balasubramanian Sri.M.N. Padmanabhan Mrs. Seetha Chandrasekar Sri.J.M. Charrai Sri. Murali Krishnamurthy

18th March 2019

Ms. Chondamma K B
D/o Bheemaiah K S
Bittangala
Virajpet, Kodagu 571213.

Appointment Letter

Dear Ms. Chondamma K B,

We take pleasure in appointing you as "Data Entry Operator" in the department of "Community Outreach Programme" at Sankara Eye Hospital, Bangalore effective from 18th March 2019.

- You shall be paid a monthly salary of Rs.15,000/- (Rupees ^{Fifteen} ~~Forty Eight~~ Thousand only) subject to Statutory and Income Tax deductions as applicable.
- You shall be on probation for a period of six months from the date of joining.
- You shall be reporting to Mr. Parameswara Reddy C – Administrator- Bangalore.

On or before completion of the probationary period your performance and skills shall be evaluated to meet SEF, India quality standards, if found satisfactory you shall be considered for employment subject to availability.

During the probation period you are entitled for 6 days Probationary Leave on pro-rata basis.

Your services with Sankara Eye Foundation can be discontinued by either party by giving 30 days / one calendar month notice or one month basic pay in lieu of notice without assigning any reason on either side.

Wishing you the very best

Bharath Balasubramaniam
President Sankara Eye Hospital

Kindly acknowledge your acceptance of the terms and conditions by signing this letter and returning at the earliest.

Registered office:

Sankara Eye Hospital, Sathy Road, Sivanandhapuram, Coimbatore - 641 035, INDIA Telefax : 0422 4236789 | Email: seci@sankaraeye.com

COIMBATORE | KRISHNANKOIL | GUNTUR | BANGALORE | SHIMOGA | ANAND | LUDHIANA | KANPUR | JAIPUR | INDORE

20-Oct-2021

Dear Navya K C,

Subject: Offer of employment – 'QA Engineer'

1. In response to your interview with us, we are pleased to offer you the position of **'QA Engineer'** in M/s Test Yantra Software Solutions (India) Pvt. Ltd. ("Company"). This offer is subject to the satisfactory background verification check that will be completed by the Company prior to your joining date.
2. Your cost to company (CTC) shall be as per the below Schedule.
3. The terms and conditions of your employment will be governed as per the employment agreement (Agreement) annexed as Annexure 1.
4. You are required to carefully go through the terms and conditions of this offer letter and Annexure 1 as your employment in the Company shall be strictly governed by these documents.
5. If you agree to the terms and conditions of employment, please sign a copy of this letter as a token of your acceptance and return the signed copy to the Company on or before **20-Oct-2021**. Please sign on all pages. Upon signing, the terms and conditions of the employment agreement shall become binding on you.
6. The Company's obligations shall commence on the date of your joining which shall be on or before **20-Oct-2021**.
7. This offer is valid till **20-Oct-2021** and if you fail to accept the terms of the offer, the Company shall have the right to withdraw the offer without giving you any further notice.
8. We are confident that you will enjoy being a part of the Company as much as we shall cherish our association with you.
9. You are also requested to submit the following documents to us on the date of submitting the duly signed Agreement, which shall *not* be later than **20-Oct-2021**.

a) Photocopies of your educational qualifications	e) PF account details
b) 2 passport size photographs of yourself	f) Income Tax deduction certificate of previous employer
c) Offer Letter, Relieving letter from previous employer/s, if applicable	g) Pan Copy
d) 3 months' Payslips of previous employer, if applicable	h) Passport Copy
	i) Aadhar Card Copy
	j) ID Proof & Address Proof
	k) Cancelled cheque leaf



Ref No: 23517039

22-Nov-2022

Neeraja N.S



Dear **Neeraja**,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Senior Process Executive-Data** with **Cognizant Technology Solutions India Private Limited** ("**Cognizant**"). Your place of posting will be **Bangalore**.

Your annual total compensation will be **INR 255,000**. This includes an annual incentive target of **INR 18,000**. This amount may vary depending on individual and company performance. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered 26 months of your experience as relevant in this offer, which will be kept up-to-date in our records.

Your appointment will be governed by the terms and conditions of employment presented in **Employment Agreement**, as well as any rules, regulations and practices currently in place at the time of employment.

We request that you join us on or before **28-Nov-2022**.

Please note:

?This offer is subject to satisfactory professional reference checks

?This offer is valid for three (3) months from the date of offer. Any extension shall be at the discretion of Cognizant and shall be communicated to you in writing

?Prior to beginning work with Cognizant, you must provide evidence of your right to work in India and other documentation requested by Cognizant

We are delighted to welcome you to the team! You are joining Cognizant at an exciting time, and we know your fresh thinking and expertise will help us accomplish great things.

If you have any further questions or need clarification on this offer, please feel free to contact us.

Best regards,

For **Cognizant Technology Solutions India Private Limited** ("**Cognizant**").



Shibu Balakrishnan

AVP ?HR

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

Signature:

Date:

Compensation and Benefits

Name: Neeraja N.S

Designation: Senior Process Executive-Data

Sl. No.	Description	Monthly	Yearly
1	Basic	6925	83,100
2	HRA*	2770	33,240
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1605	19,260
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	3892	46,704
8	Company's Contribution of ESI @ 3.25% of Monthly Gross minus statutory exclusions	508	6,096
	Annual Gross Compensation		237,000
	Incentive Indication (per annum)**		18,000
	Annual Total Compensation		255,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		274,500

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

- ?Floating medical insurance coverage
- ?Round-the-clock group personal accident insurance coverage
- ?Group term life insurance coverage
- ?Employees' compensation insurance benefit as per the Employee's Compensation Act
- ?Gratuity on separation after four (4) years and 240 calendar days of continuous service, payable as per the Payment of Gratuity Act

Leave and vacation:

? From your date of joining, you will be entitled to the following leave amounts as per your eligibility in line with statutory requirements. Leaves require manager approval in advance.

Category of Leave

- ?Earned Leave ?18 days
- ?Sick Leave ?12 days
- ?Casual Leave ?6 days

?From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit (Amendment) Act

?In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the India Leave Policy.



Conduent Business Services India LLP
(Erstwhile Xerox Business Services India LLP)
Kochi SEZ Unit,
Unit VIIIA, 8th Floor,
Carnival Infopark, Phase III
Infopark SEZ, Kakkanad,
Kochi - 682042

June 23, 2022

Vibish P V
Paloli House, K. Badaga Village, Kutta Post, South
Coorg, Karnataka - 571250.

SUB: APPOINTMENT LETTER

Dear Vibish,

With reference to your application for employment and subsequent interview and discussions, we are pleased to issue you this Appointment Letter ("Employment Contract") to appoint you as Application Development & Engineer I with Conduent Business Services India LLP ("Conduent") on the following terms and conditions:

1. Compensation and Benefits

- (a) Your gross salary will be INR 8,00,000.00 (Indian Rupees Eight Lakhs Only) per annum. Your salary will be prorated and paid on a monthly basis as per the Company payroll cycle. Conduent will deduct taxes as appropriate and consistent with the Indian tax regulations from time to time. You will be responsible for your tax liabilities under applicable tax laws and regulations. Conduent may vary, amend, revise and modify the compensation and benefits mentioned under this Employment Contract/policies, including reducing the amounts and benefits offered should Conduent consider it expedient to do so.
- (b) Details of your compensation and benefits are provided as an Annexure to this Employment Contract.

2. Working Hours

Your work schedule will be provided to you by your manager/supervisor upon your joining. You may be required to work beyond the usual business working hours or in shifts as per the business requirement of Conduent.

3. Leave and Holidays

Leave including maternity leave, National and Festival holidays will be provided to you in accordance with the applicable law and Company Rules (as defined below).

4. Place or Work

Your initial place of work will be at the Conduent Business Services India LLP office located at the Vismaya 2nd Floor, Infopark, Kakkanad, Kochi - 682042. However, your services are transferable, and you may be assigned to any location in India or abroad where the Conduent or any of its affiliates, associates, subsidiaries or customers conducts business. While on transfer you will be governed by the rules, regulations and conditions of service of that location.

5. Probation

- (a) You will be on probation for six (6) calendar months, which may be extended by Conduent if your performance is found unsatisfactory. Your probation period will be considered completed only upon you receiving notification from Conduent.
- (b) During probation, either party may terminate this Employment Contract by giving thirty (30) days prior written notice, and Conduent also has the option to terminate your employment by paying you salary in lieu of requiring you to serve your notice period, either wholly or partially. In the event, you wish to be relieved from the services of Conduent without serving the notice period, Conduent may at its sole discretion relieve you immediately by accepting salary in lieu of notice period or refuse such request for immediate relieving, for business reasons. Notwithstanding the foregoing, Conduent may waive for you, the entire notice period or part thereof, on such terms and conditions as it deems fit.

6. Termination

- (a) Post confirmation, either party may terminate this Employment Contract by giving prior written notice of two (2) calendar months to the other party, and Conduent also has the option to terminate your employment by paying you salary in lieu of requiring you to serve your notice period, either wholly or partially. In the event, you wish to be relieved from the services of Conduent without serving the notice period, Conduent may at its sole discretion, relieve you immediately by accepting salary in lieu of notice period or refuse such request for immediate relieving, for business reasons. Notwithstanding the foregoing, Conduent may waive for you, the entire notice period or part thereof, on such terms and conditions as it deems fit.
- (b) Notwithstanding the above, Conduent reserves the right to terminate this Employment Contract with immediate effect, if you are found guilty of any misconduct, breach of any term of this Employment Contract, Company Rules or policy of Conduent or any law.
- (c) Notwithstanding any provisions to the contrary contained herein, Conduent may terminate this Employment Contract or withdraw the offer of employment with immediate effect, upon written notice to you without any further liability, if the results of your background verification/criminal and/or drug test, are unacceptable to Conduent. Without limiting the generality of the foregoing, in the event of termination of this Employment Contract by Conduent pursuant to this section, you shall not be entitled to any severance payment or benefits, including payment in lieu of notice period.
- (d) You will automatically retire on attaining the age of 58 years. You may also be retired earlier if found medically unfit to carry out the responsibilities allocated to you, by the LLP doctor.
- (e) Upon separation from Conduent, you will be required to immediately return, all assets and property (including any leased property) of Conduent including documents, files, books, papers and memos in your possession or custody.

7. Abandonment of Service

Absence for a continuous period of ten (10) days without prior approval of your manager (including overstay of leave/training), will be treated as abandonment of service.

8. Conflict of Interest

Whilst employed with Conduent:

- (a) You will devote your entire time and energy in the services of Conduent and you shall not do or suffer to be done directly or indirectly anything that puts you in conflict with Conduent's business, time or assets. In case you are or feel that you may be in a position that conflicts with this section, you will forthwith inform the HR Department of Conduent and act as per their instructions. Determination of conflict of interest shall be at the sole and absolute determination of Conduent and the decision of Conduent in this respect shall be final and binding.
- (b) You will be required to effectively carry out all duties and responsibilities assigned to you by your manager and others authorized by Conduent to assign such duties and responsibilities. Your performance will be subject to annual appraisal by your manager.
- (c) Except in proper course of your employment, or, thereafter, you shall not divulge to any third party any information regarding the affairs or business matters of Conduent or information regarding its customers without prior written approval.
- (d) You confirm that you have disclosed fully all of your business interests to Conduent and also agree to disclose fully and completely to Conduent, any such interests that may arise during your course of employment. This shall not only be applicable to you, but shall be applicable to your immediate family members.
- (e) You shall not without the prior written consent of Conduent during the continuance of your employment be engaged or interested either directly or indirectly, with or without commercial gain, in any capacity in any trade, business, occupation or activity, which in the opinion of Conduent may hinder or otherwise interfere with the performance of your duties or which may conflict with the interests and business of Conduent. Neither shall you hold any directorship in any other Company without the prior written consent of Conduent.

9. Code of Conduct, Employee Handbook, Policies and Procedures

- (a) You will be required to apply and maintain the highest standards of personal conduct and integrity and comply with Conduent's Business Code of Conduct, employee handbook policies and procedures ("Company Rules"). All acts subversive of good conduct and discipline like insubordination, gross negligence, corruption, fraud, forgery, misappropriation, etc. and violation of Company Rules shall attract appropriate disciplinary action(s) including and up to termination of employment. Information on Company Rules is available to all employees on Conduent's intranet.
- (b) This Employment Contract read with the Company Rules as applicable to you captures the entire terms of your employment with Conduent. Conduent shall have the right to vary or modify Company Rules at any time, with due notice to employees, if required to be given by law.

10. Non-solicitation

As the services to be rendered by you on behalf of Conduent are of a special, unique and extraordinary character and given your exposure to Confidential Information of Conduent that will confer upon you a unique competitive advantage, you agree that (a) whilst you are employed by Conduent pursuant to the terms of this letter; and (b) for a period of twelve (12) months after the termination of your employment with Conduent howsoever arising, you will not, directly or indirectly, either on your behalf or on behalf of any person, without the prior written consent of Conduent, as the case may be:

- (a) Attempt in any manner to persuade any consultant, client, customer, vendor or supplier of Conduent or any other person to cease to do business with Conduent or to reduce the amount of business which such consultant, customer, vendor, client or supplier or another person has customarily done or contemplates doing with Conduent, regardless whether the relationship between Conduent and such consultant,

customer, vendor, client or supplier or person was originally established, in whole or in part, through your efforts;

- (b) Employ or offer employment in any capacity to or enter into or offer to enter into association, partnership or joint venture with any person who is then in Conduent's employment or was in Conduent's employment within twelve (12) months prior to your termination of employment; or
- (c) Solicit any business or orders of any client/customer of Conduent unless such solicitations are rendered as an employee of Conduent for the benefit of Conduent, or render any services of the type usually rendered by Conduent for any such client/customer of Conduent (unless such services are rendered as an employee of Conduent), notwithstanding that the relationship between Conduent and such client/customer was originally established in whole or in part, through your part.

You acknowledge and agree that the above restrictions are considered reasonable for the legitimate protection of the business and goodwill of Conduent. In the event of breach or threatened breach of the covenant set forth in this clause, you acknowledge that Conduent will suffer irreparable harm and therefore, Conduent will be entitled to an injunction restraining you from committing such breach and/or claim for damages. Nothing contained herein shall be construed as prohibiting Conduent from pursuing any other remedies available to it for such breach or threatened breach

11. Confidentiality

In lieu of the compensation being provided to you by Conduent, you agree to the following:

- (a) During your employment with Conduent and thereafter: (i) You shall observe utmost confidentiality and secrecy regarding Conduent's Confidential Information and act with utmost fidelity; (ii) you shall not use to the detriment or prejudice of Conduent any Confidential Information which you obtained or had access to pursuant to your employment hereunder; or (iii) except as authorized or required by your duties, you shall not disclose or reveal to any person or company any Confidential Information, nor shall you use the same for your own benefit or for the benefit of third parties.
- (b) For the purposes of this Employment Contract, "Confidential Information" means non-public information relating to the business, products, affairs, customers, clients, sales, techniques and finances of Conduent or its affiliates, group entities, associate entities or subsidiaries, including its intellectual property, trade secrets, processes, policies, methods, technical data, know-how, operations, manuals, internal documentation, software, source codes, application programming interfaces, UI/UX designs, business strategies etc. or any other information which is designated confidential, or is, by reasonable inference from its nature or the circumstances of its disclosure, evidently confidential. It is clarified that Confidential Information includes anything created or developed by you in the course of your employment with Conduent.
- (c) Your individual remuneration is purely a matter between yourself and Conduent and has been arrived on the basis of your specific background and professional merit. We expect you to maintain this information and any changes made therein from time to time, as Personal and Confidential Information.
- (d) You shall immediately intimate Conduent in the event of any unauthorized disclosure of Confidential Information or actual or suspected loss, theft, unauthorized access, use or disclosure or any breach of confidence by any person to whom you divulged Confidential Information and shall take all reasonable steps to minimize the unauthorized disclosure and immediately return to Conduent all such information and materials, in whatsoever form, including and all copies thereof. Further, you shall also provide Conduent all reasonable assistance in connection with any proceedings which Conduent may institute against such person for breach of confidence.

12. Data Protection

- (a) You shall comply with Conduent's policies and procedures in relation to privacy and data protection as may be communicated to you from time to time. Any breach of such policies and procedures shall be treated by Conduent as a misconduct and will be dealt with in accordance with the Company Rules and applicable laws.
- (b) You consent to Conduent collecting, retaining, holding, transferring outside India and processing any personal information (including any sensitive personal data or information ("SPDI") as defined under the Information Technology (Reasonable Security Policies and Procedures and Sensitive Personal Data or Information) rules, 2011), both electronically and manually, in relation to you for the purpose of Conduent's administration, business, HR purposes and management as well as for other lawful purposes in connection with the Conduent's business. At all times, your SPDI shall be kept confidential and only be shared or disclosed for the above purposes or other lawful purposes.
- (c) Conduent may reach out to you for obtaining additional consents and approvals at any point in time during your employment with Conduent to enable Conduent to use your personal information. Should you choose to not provide Conduent with such additional consents and approvals, Conduent may need to alter the terms of your employment
- (d) Any change in personal information should be informed to Conduent within seven (7) working days.

13. Lay-off Event

- (a) "Layoff Event" shall mean any event, which is beyond the control of Conduent, which it could not foresee or with a reasonable amount of diligence could not have been foreseen and which substantially affects the performance of the Employment Contract or the business of Conduent, including but without limitation:
 - (i) Natural calamities, including but not limited to floods, earthquakes, epidemic, pandemic;
 - (ii) Acts of any Government, including but not limited to declared or undeclared war, quarantines, embargoes, prohibitions; or
 - (iii) Terrorist attacks, public unrest in work area; or
 - (iv) shortage of power or raw materials, or the accumulation of stocks or the breakdown of machinery or for any other connected reason.
- (b) Conduent shall have the right to suspend your services for the duration of the Layoff Event, or any part thereof, if Conduent, in good faith believes it is unable to utilize your services under the Employment Contract due to any such Layoff Event. No compensation will be paid or accrue to you for the duration of such suspension. In the event the Layoff Event continues for a period of more than three (3) months, Conduent shall hold consultation in an endeavor to find a solution to the problem, failing which the Employment Contract may be duly terminated.
- (c) Conduent shall not be liable for any default or non-performance of obligations under this Employment Contract, if such default or non-performance of obligations is caused by a Layoff Event.

14. Legal Authorization

You agree and confirm that you are authorized to work in India and can provide proof of this with legal documentation. This documentation will be obtained by Conduent, for its legal records, if necessary.

15. Governing Law

The terms and conditions of this Employment Contract shall be governed by, construed and interpreted in accordance with the laws of India. Any action seeking legal or equitable relief arising out of or relating to the terms of this Employment Contract will be brought only in the courts of Bangalore, India

16. Entire Agreement

This Employment Contract, Company Rules and annexures, constitutes the entire agreement between the parties and supersedes all previous oral/written communications, representations, understanding and agreements between the parties, if any. The terms contained herein can be amended or modified at any time by Conduent and you will be duly informed in writing. Your rights set out in this Employment Contract are solely for your benefit and shall not be assignable. At the time of joining Conduent you may be required to accept and sign certain documents, including documents relating to Confidential Information and work product ownership. Such documents shall also form a part and parcel of this Employment Contract.

17. Employment Start Date

Your assignment is effective from June 23, 2022.

18. Documents Required

1. All Education certificates and mark sheets.
2. Two passport size photographs (to be submitted on the date of joining)
3. Relieving certificates from all previous employers
4. Last drawn Salary certificate from previous employer
5. TDS Certificate, Form 16 for current financial year (if available)
6. Experience certificates from previous employers
7. Aadhaar Card (Mandatory)
8. Proof of Identity/ Date of Birth
Copy of PAN card (Mandatory)
Copy of Passport (Mandatory)
Copy of Driving License/Ration card (if available)
Birth certificate or 10th class mark sheet (if available)
9. Address proof - copy of any one of the following (Passport / Driving License / Ration card / Aadhaar Card / Rent Lease Agreement / Mobile Bill / Bank Statement / Bank Passbook)

19. Acceptance

To accept this Employment Contract, please fill up the attached form and return it to us immediately. If we do not receive your acceptance one (1) week from the date of receipt of this Employment Contract, this Employment Contract shall stand revoked, unless Conduent decides otherwise.

We look forward to your commencing work with the Conduent, and to your being part of the Conduent Business Services India LLP family.

Yours Sincerely,

With Warm Regards,
For Conduent Business Services India LLP,



Anitus Niranjana
Director - Human Resources

DECLARATION

I accept the appointment on the terms and conditions contained in this Employment Contract and annexures, and other conditions and service rules as applicable to the employees of Conduent from time to time and I shall be joining the services of Conduent, no later than June 23, 2022

[Signature]

Place: _____ KOCHI
Date: _____ June-23-2022

Accepted
Signature (_____) VIBISH P V
Name: _____ VIBISH P V

Type y

HRD/2T/1000941098/20-21

December 11, 2020

Ms. Mamatha N R .
Kaikeri,
Village And Post,
Gonikoppal-571213
India

Ph: +91-9008723183

Dear Mamatha N R,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2020.12.11 11:54:38 IST
Reason: Digitally Signed
Location: Bangalore

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

HRD/1000941098/20-21

December 11, 2020

Ms. Mamatha N R .
Kaikeri,
Village And Post,
Gonikoppal-571213
India

Ph: +91-9008723183

Dear Mamatha N R,

Congratulations! We are delighted to make you an offer as **Operations Executive - Trainee** and your role is **Operations Executive** .

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **11-Jan-2021**.

Location

Your location of training is **MYSORE, India** . The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location."

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

** For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise."*

Training

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual training will be based on the business requirement. Your continued employment with the Company is subject to your meeting the qualifying criteria till the end of the training and successful completion of the training.

Probation and Confirmation

You will be on probation for a period of 12 months from the date of completion of the training and your allocation to Unit. On successful completion of your probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet in Annexure - IV.

Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of earned leave annually during probation. On confirmation as a permanent employee you will be eligible for 20 working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year.

An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

Increments and Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

Transfer

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

Agreement

Our offer to you as **Operations Executive** is subject to the execution of the Service Agreement. The Service Agreement details the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Infosys from the date of your joining and up to a period of 12 months from the date of allocation to a Practice Unit. The date of allocation to a Practice Unit is generally the first day of the subsequent month post completion of training. You will be required to complete the formalities on the Service Agreement at the time of joining. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condemnation of delay in submission of the same will be at the Company's discretion.

Passport and Driving License

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining duty. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

Compensation and Benefits

Salary

Your Total Gross Salary will be INR **18,581** per month. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I.

In addition to your gross salary, you will receive an additional Personal Allowance of INR **461** per month. This allowance will be paid to you during your probation period, on the condition that your base location remains Bangalore/Mysore/Mangalore/Hubli. This allowance will be discontinued in case of a change in your base location due to official or personal reasons or upon confirmation (whichever is earlier).

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 2020-21 will be as follows:

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

Insurance

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of INR **4,00,000** per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 6,200,000** of which **INR 3,200,000** is covered towards natural death, and **INR 3,000,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 200**. The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three month's notice or salary thereof in case you decide to leave our services, subject to the Company's discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months' notice period. Similarly, the Company can terminate your services by giving three months notice or salary thereof.

In the event you do not successfully complete your training, or you are involved in an act that constitutes misconduct, your training/employment can be terminated by the Company with immediate effect without notice.

Background Checks

The Company may, at its discretion conduct background checks prior to or after your expected joining date to validate your identity, the address provided by you, your education details and details of your prior work experience if any, and to conduct any criminal checks. You expressly consent to the Company conducting such background checks. In this connection, you are required to furnish the documents listed in Offer Annexure for India.

If you fail to submit the necessary documents as required by the Company within the specified time period or if the Company is not satisfied, with the outcome of the background checks, the Company, in its sole discretion, reserves the right to withdraw this offer without notice and compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information, to substantiate the details that you have earlier provided to the Company, before initiating appropriate action.

Please note that Infosys requires you to furnish a copy of your passport at the time of joining. If you are unable to do so, the Company will initiate a criminal background check.

Other Terms and Conditions

You agree not to undertake employment, whether full-time or part-time, as the Director / Partner / Member / Employee of any other organization / entity engaged in any form of business activity without the consent of Infosys. The consent may be given subject to any terms and conditions that the Company may think fit and may be withdrawn at any time at the discretion of the Company.

Our offer to you as an **Operations Executive** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2019-20. These eligibility criteria for the Role of an Operations Executive, has already been clearly communicated to you and your college during the selection process. You will also have completed all studies, course requirements and examinations required for the award of the educational qualification recorded by you in your application for employment with Infosys.

You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You hereby acknowledge and agree to abide by all internal Policies of the Company, which you will be able to access, upon joining, on the Intranet 'Sparsh'. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure III).

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

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

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. As a token of your acceptance of this offer, please bring a duly signed duplicate copies of the letter and all the accompanying annexures, on the date of joining.

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

Yours sincerely,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

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

Date: _____, 20____

Sign your name

Print your full Name

Location

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2020.12.11 11:54:38 IST
Reason: Digitally Signed
Location: Bangalore

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

ANNEXURE - I
(Compensation)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	Ms. Mamatha N R .
ROLE	Operations Executive
ROLE DESIGNATION	Operations Executive - Trainee
1. MONTHLY COMPONENTS	
BASIC SALARY	13,582
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,580
MONTHLY GROSS SALARY	16,162

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	136

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,630
GRATUITY - 4.81% of Basic Salary*	653
FIXED GROSS SALARY (1+2+3)	18,581
TOTAL GROSS SALARY	18,581

OTHER BENEFITS				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000	Nil	12	Nil

All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time

*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act

Employee State Insurance ("ESI") may be applicable to employees as per the applicable statutory regulations. If ESI is applicable, the employee and the employer will contribute towards ESI as per the provisions of the ESI Act, 1948.



Subhiksha



subhik@





Cauvery Education Society ®

Post Box No. 5, Gonikoppal - 571213, Kodagu District

Ph: 08274 - 247262, 9481042305

Email - cauveryeducationociety@gmail.com

caorgoes1968@gmail.com

Website - www.cauveryeducationociety.org

CES/PO/2022-23

30.05.2022

To,

Ms. YAKSHITHA P H
D/o. Sri. P K Harish
Mathur Village
Ponnampet - 571216
Aadhar No. 802644432168
Mob: 9148328169

Sub: Appointment Order

You are offered the post of **Full Time Lecturer in Biology** at Cauvery Pre-University College, Gonikoppal, under the following terms and conditions. If you wish to take up the said post, you may report for duty on 1st June 2022.

Terms and conditions:

1. Your appointment will be effective from the date of joining which shall be the date that you would report for duty.
2. Your appointment shall be for the period from 01-06-2022 to End of the Academic year 2022-23.
3. Your basic salary is fixed at ₹. 15,650/- in the scale of 14850-400-16450-450-18700-500-21700-600-25300-700-29500-800-34300. In addition you will receive DA as applicable on basic salary and EPF & ESI on basic and DA.

Details of your salary is as follows:-

Basic	₹. 15,650-00
DA 0%	₹. 00-00
PF 12%	₹. 1,800-00
ESI 3.25%	₹. 509-00
Total	₹. 17,959-00

4. During the period of service, your services can be terminated with ten (10) day's notice without assigning any reason.

Cont..... 2


SECRETARY
CAUVERY EDUCATION SOCIETY (P)
GONIKOPPAL-571 213 KODAGU

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GONIKOPPAL-571 213 KODAGU

5. If you wish to resign, you shall give one (1) month's advance notice of resignation.
6. However you will not be permitted to leave the institution during an academic semester.
7. Your appointment is classified as "Full Time" Lecturer. You will not engage in any other employment or work unrelated to our institution during your tenure as the lecturer in this institution.
8. During the tenure of your employment, you will be governed by the conditions of service as specified in Service Rules of the College in the code of conduct.
9. In matters of work timings, holidays, extra duties, etc., you will be governed by the Rules framed by the College as amended from time to time.
10. The normal working hours of the College is from 9.00 am to 5.00 pm, Monday to Friday and 9.00 am to 2.00 pm on Saturday.
11. Depending on the exigencies of work, you may be required to work beyond the normal working hours as also on Sundays and Public holidays with no additional remuneration.
12. You will be eligible for leave as per the Rules and Regulations of the applicable to the institutions.
13. You may also be transferred to or assigned responsibilities in other institutions of this society as may be found necessary.
14. The management expects diligent, faithful and whole-time devotion of your energies in the discharge of your duties which also include the following:
 - a. To carry out the teaching assignment in classes, special classes, seminars and conferences for students according to the timetable approved by the Principal/HOD from time to time.
 - b. To be well prepared for the theory and practical classes, and help the students when they approach you for clarification.
 - c. To carryout administrative work of the department assigned to you and expected of you, including maintenance of records, maintenance of equipment, checking of stores, class attendance, progress report, etc.
 - d. You are expected to maintain a Daily log/Diary wherein you shall record all your activities for each day.
 - e. You shall participate in academic, social and cultural activities of the College and the department.
 - f. You shall perform such other duties assigned to you by the Principal/Management.
 - g. Maintain discipline and decorum in the campus and uphold the good reputation of the institution.

APPROVED & ISSUED


SECRETARY

CAUVERY EDUCATION SOCIETY (P)
GONKOPPAL-571 213/00060

Cont.

15. You shall work under the direction of the Principal & HOD and to the satisfaction of the Principal and the Management.
16. You shall not relinquish employment in the middle of an academic semester.
17. You shall provide a set of copies of all your certificates.
18. Originals of the certificate shall be submitted at the time of joining for verification.
19. Code of Conduct - booklet - is provided.
20. During the term of your employment with Institution, you are required to disclose all material and relevant information, which may either affect your employment with Institution currently or in the future or may be in conflict with the terms of your employment with Institution, either directly or indirectly.
21. If at any time during your employment, Institution becomes aware that you have suppressed any material or relevant information required to be disclosed by you, Institution reserves the right to forthwith terminate your employment without any notice and without any obligation or liability to pay any remuneration or other dues to you irrespective of the period that you may have been employed by Institution.
22. In the event of your absence from work for 24 hours or more, then you are forthwith required to notify Institution, about your absence along with reasons for the absence from work. However, if you are absent from work for a period of three (3) consecutive working days, without providing any notice or affording any reasons or without taking Institution's prior approval in this regard, Institution shall be entitled to forthwith terminate your employment without issuing any notice to you or incurring any obligation or liability to pay any amount or dues to you. This shall not restrict Institution from claiming legal remedies available to it under the ordinary legal recourse.

Cont..... 4.


SECRETARY
CAJVERY EDUCATION SOCIETY (P)
GONIKOPPAL-671 213 KOCCHU

23. The Institution reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Institution.
24. At the time of termination of the employment agreement, if there are any dues from you, the same may be adjusted against any money due to you on account of salary or any other payment due to you from the Institution.
25. Confidential Information : - as an employee of the institution of Cauvery Education Society, Gonikoppal, you will have access to certain confidential information in course of your duties which shall not be disclosed to unconcerned persons. Your duty to safeguard and not to disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Institution.
26. The Institution reserves the right to conduct background investigation and/or reference checks on all of its employees.
27. Your act of joining duty will acknowledge that you have read, understood and agreed to the terms and conditions of this contract and the provisions mentioned in the code of conduct booklet.
28. However in case of allotment of workload which may be less than 30 hours per week, for any reason your employment will automatically be classified as "Part Time" and the salary for part time as available at the relevant period shall be applicable instead of the salary mentioned in No.3



(K.G. Lithappa)
SECRETARY

CAUVERY EDUCATION SOCIETY (P)
GONIKOPPAL-571 239002

Copy to :

1. The Principal, Cauvery PU College, Gonikoppal.
2. Office copy.

SECRETARY
CAUVERY EDUCATION SOCIETY (P)
GONIKOPPAL-571 239002

Compensation Details

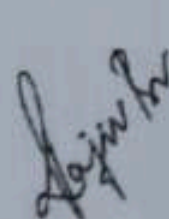

Breakup of Total Compensation Package		
Name:	Ms. Bojamma T A	
Name of the School:	The Sports School	
Location:	Bangalore	
Designation:	Admin Executive	
Description	Per Month	Per Annum
Basic + DA	13200	158400
HRA	3300	39600
Conveyance Allowance	880	10560
CCA	440	5280
Medical Allowance	1320	15840
Other Allowance	2860	34320
Total Gross Salary	22000	264000
Employer PF	1800	21600
Employer ESI	0	0
Perks	1500	18000
Part of CTC	3300	39600
Cost to Company	25300	303600

Kindly note that all statutory deductions are subject to changes as per government prevailing rates.

Accepted by: Bojamma

Signature of Authorized Signatory:

Date:



Date: 08th September, 2022.

To,
Ms. Bojamma T A
The Sports School, Bengaluru

Subject: Offer of Employment

Dear Ms. Bojamma T A,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to offer you the role of Admin Executive with the Jain Group of Institutions. Your location of reporting is The Sports School, Bengaluru and your scheduled date of joining will be 09th September, 2022.

Your Total CTC will be **Rs. 3,03,600 p.a.** The same has been detailed in the Compensation Details sheet. For the purpose of clarification, your compensation details and related figures are dependent on your designation.

You will be on probation for a period of one year from the date of joining our institution and may be confirmed as a permanent employee upon successful completion of your probation, if deemed suitable by the management.

Please confirm your acceptance of this offer by signing and returning a scanned copy of the same.

We look forward to working with you at the Jain Group of Institutions.

Yours Sincerely,

Mr. Rajiv BV
Head of Projects and Human Resources
Arka Educational and Cultural Trust

Kavan Cariappa

Accounts & Operations Associate



**Planet
Coffee**

Planet Coffee, 13/1, KHM Block, Ganganagar
RT Nagar, Bengaluru - 560032, India

+91-98453-41122

kavan@goplanetcoffee.com

www.goplanetcoffee.com



@goplanetcoffee



June 16, 2021

Welcome to Wipro's Work Integrated Learning Program ("WILP")

**Work Integrated Learning Programme
Wipro Limited, Dodda Kannelli Sarjapur
Road, Bengaluru - 560 035.
Phone: (080) 28440011/12, Fax: (080) 28440256**

Dear PRINCY POOVAMMA A.G,

**Sub: Enrolment letter to Wipro's Work Integrated Learning Program ("WILP") as Scholar Trainee –
Work Integrated Learning Program Welcome to WILP!**

With reference to your application, it is our pleasure to enroll you as a Scholar Trainee – Work Integrated Learning Program. This is a scholarship program customized as a robust academic and training program which will enable you to obtain M. Tech degree from one of the premier engineering institution / University in India.

The duration of the academic program shall be 48 months from the **date of enrolment for academic program**. You will be enrolled into the academic program within 12 months from date of joining. Your date of joining will be intimated through a separate communication.

We hope you enjoy the learning with WILP and have an enriching experience being a part of Wipro Limited ("Wipro" or "Company").

Please read through the terms and conditions of your enrolment as provided below.

We look forward to having a long and fruitful relationship with you at WILP, Wish you all the best!

Yours sincerely,
For **Wipro Limited**,

A handwritten signature in black ink, appearing to read "Aparna Shailen", is written over a horizontal line.

**Aparna Shailen
General Manager - Human Resources**



Offer: Computer Consultancy
Ref: TCSL/DT20217552233/Bangalore
Date: 07/07/2021

Mr. Dikshith Billavara Ramesh
571Vijayanagar 2nd Stage,
Near Chopi Joseph,
Kodagu-571218,
Karnataka.
Tel# 91-9731703676

Dear Dikshith Billavara Ramesh,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS 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 and you meeting the TCS eligibility criteria.

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 **₹7,950/-** per month.

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BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the 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 ₹3,180/- 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 ₹0/- 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 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 ₹1,500/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

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2

TATA CONSULTANCY SERVICES

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India

Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 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



This Pay shall be treated as productivity bonus in lieu of statutory profit bonus.

OTHER BENEFITS

Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

1. Basic Cover

- i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.
- ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

- i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.
- ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans

You will be eligible for loans, as per TCSL's loan policy.

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

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3

TATA CONSULTANCY SERVICES

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from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% 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. Training Period

You will be required to undergo class room and on the job training in the first twelve

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months (including the TCS Xperience Program 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 program, 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.

3. 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.

4. 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.

5. 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.

6. 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.

7. 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.



8. 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.

9. 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.

10. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period 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.

11. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.



12. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

13. Notice Period

During your tenure with TCSL, either you or TCSL may terminate your traineeship / employment under this Agreement by providing 90 days written notice. The company reserves the right, to ask you to complete the notice period or adjust the earned vacation in lieu of entire or partial notice period. If your services, behaviour and/ or performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above. No notice or payment in lieu thereof shall be applicable if your services are discontinued/terminated on account of any misconduct either during your traineeship period or upon completion of the traineeship period.

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.

14. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

15. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

16. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

17. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action



including termination of traineeship/service without notice.

18. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below



documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card

19. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. 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.

20. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

21. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. 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.

22. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.



23. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP



- Encl: Annexure 1: Benefits and Gross Salary
- Annexure 2: List of TCS Xperience Centres
- Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

Name	Dikshith Billavara Ramesh
Designation	Graduate Trainee
Institute Name	Others

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	7,950	95,400
Bouquet Of Benefits #	4,343	52,110
2) Performance Pay		
Monthly Performance Pay	1,500	18,000
3) Annual Components/Retirals		
Health Insurance***	NA	4,000
Provident Fund	954	11,448
Gratuity	382	4,589
ESI Contribution##		5,379
Total of Annual Components & Retirals	1,336	20,037
TOTAL GROSS	15,129	1,90,926

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.

##Contribution towards Employees' State Insurance borne by TCS.

*** 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.

Component Category	Monthly	Annual
House Rent Allowance	3,180	38,160
Leave Travel Assistance	663	7,950
Food Card	500	6,000
Personal Allowance	0	0
GROSS BOUQUET OF BENEFITS	4,343	52,110



Annexure 2

<p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p>	<p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p>
<p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP</p>
<p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam</p>	<p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p>
<p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p>	<p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p>
<p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p>	<p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p>
<p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p>	<p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra</p>
<p>Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India</p>	



Annexure 3

Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

8. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

#123-127, Next To GRS Fantasy Park, Metagalli, Mysuru - 570 016

Tel : +91 821 2582880 | Mob : 91 99455 45845 | www.micacollege.com | info@micacollege.com

14th July 2021

To

Ms. Rhia P K
D/o Damayanth P K.
Iyamangala Village & Post
Virajpet, Kodagu district

Dear Rhia,

We have pleasure in appointing you as the **Lecturer in Commerce**, on the following terms and conditions:

1. This letter is valid up to a period of 11 months year from the date of your reporting to duty at **Mysore Institute Independent PU College, Mysore** and is renewable based on your performance. Your appointment is effective from the date of joining which shall be as early as possible, as but not later than 20th July 2021.
2. As per the discussion held, the following remuneration would be paid for your services.
The amount of Rs. 24000 (Rupees Twenty Four Thousand Only) per month.
3. Your duties and responsibilities will be as assigned to you from time to time by the Principal and will also include the subjects that will be taken up by you with your consent.
4. **Leave policy:** You will be entitled for one CL as per month as per the rules made by **Mysore Institute Independent PU College, Mysore** and ascertained by the management as applicable to your cadre from time to time
5. During the term of your employment, you are required to abide by the timings and duties as discussed and allotted.

:2:

Your yearly increment will be based on appraisal of your performance of duty by the Sr.GM Operation, if found satisfactory during the past year of service in terms of efficiency, regularity, punctuality, discipline, etc.

Your duties and responsibilities shall be as follows:

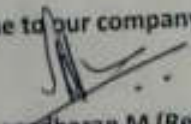
1. Field Operations
2. General Administration.
3. Recruitment and Training.
4. Ensuring the fulfillment of statutory obligations.
5. Muster Roll collections/billing and collections on regular basis, and any other duties and responsibilities as may be regulated time to time.
6. Night rounding.

Remuneration

1. Your pay package will be Rs.2,40,000/- (Rupees Two Lakh Forty Thousand Only) per annum.
2. You will be using your own form of transport and the actual fuel expenses would be borne by the company.
3. You will be allowed Vehicle maintenance of Rs. 1500/- Per Month.
4. You will maintain a Log Book accounting for the fuel expenses to be incurred by you and you will present the Log Book on weekly basis to the VP.

In case the terms and conditions are acceptable to you, please sign the duplicate of this letter in token of your having understood and accepted.

Welcome to our company,


Col Ganagadharan M (Retd)
VP Doberman Security Solutions Pvt. Ltd.

Declaration:

I have read and understood the terms and conditions incorporated in the offer letter and undertake to abide by them.

Date:

Signature of the employee

Doberman Security Solutions Pvt. Ltd.

Affiliated to Management & Entrepreneurship and Professional Skills Council
ISO Certified Company ISO 9001 - 2008

No. 191, AICOBOO Nagar, 9th Main, 2nd Cross, BTM Layout, 2nd Stage, BENGALURU-76

Tel : 2668 9430, 2668 9827 Fax: 080-26683585

E-mail: dsds.blr@dobermansecurity.in www.dobermansecurity.in CIN : U74920KA2013PTCO68062



May 02, 2022

To,
Mr. Roshan Ganapathi KD,
Kavali Village & Post,
Virajpet Taluk,
Kodagu Dist, Karnataka- 571213.

Sir,

Sub: Offer of Appointment

With reference to your application for employment in our organisation, we are pleased to appoint you as Field Officer in our company in Bangalore and you will be working under Sr. GM Operation.

You will be on probation for a period of six months from the date of your joining; where after if your services are found satisfactory you will be confirmed in writing.

During the probationary period and any extension thereof, your services may be terminated on either side by giving one week (7 days) notice or salary in lieu thereof. However, the services can be terminated from either side by giving onemonth notice or salary in lieu thereof. Upon termination of employment, you will also return all company property, which may be in your possession. It would be obligatory on your part to get a proper relieving letter from the Management before your services are deemed to be concluded.

You shall, while in the services of the company, devote your full time and attention exclusively for the Company's work and responsibilities assigned to you. You shall not engage in any other commercial/business pursuit, either part time or otherwise, for any monetary gains.

You shall be obliged to follow the work processes, technical standards, protocols and general instructions issued thereof, and service rules of the Company as in force and/or amended from time to time.

Your appointment is subject to your being medically sound and remaining medically fit. If any information furnished or declaration given by you in regard to your employment to the Company is found to be false or any material information willfully suppressed, your appointment would be liable for termination without any notice or compensation.

You will be bound by rules and regulations enforced by the management from time to time in relation to conduct, discipline, service conditions etc.

Contd...

Branches

Chennai

: No. 8/184, "SARANG NIVAS" M.C.D. Street, Madhavaram, Chennai - 600 031



Ajith.G.K - Offer Letter.pdf

**Next Education**

Next Education India Private Ltd.

STRICTLY CONFIDENTIAL**LETTER OF OFFER**

Ref No: NEIPL/20-21/OFFR/13109

Ajith.G.K
Dhanugala Village Konanakatte post,
S. Coorg- Karnataka-571213 .
Mobile: 9353744298

Date: 03-Jun-2021

Dear Ajith.G.K,

Welcome to the Next Education family. Next Education is India's leading technologically-powered content provider for K-12 sector. We partner with 12,000+ schools, 12,000,000+ students and 240,000+ teachers across India and abroad. Since being founded in 2007, Next Education has consistently innovated and come up with award-winning solutions for all K-12 stakeholders. Our portfolio of products includes TeachNext, LearnNext, NextGurukul, NextERP, NextDeeksha, NextLabs, NextCurriculum, NextPlay and Next Learning Platform. We also have a pan-India presence with over 2,000+ employees.

With reference to the interview you had with us we are pleased to offer you an appointment as **"Compositor"** at **HQ - Banjara Hills**. You are required to report to **Syam Kumar V, Manager - Graphic Design, Mobile Num - 9676946422** at **9:30 am on 07-Jun-2021**. Your compensation, as already discussed and agreed with you, is detailed in **Annexure I**.

Your employment will be governed by the terms stipulated in the **Terms of Employment** and the **Non-Disclosure Agreement** attached herewith. These documents need to be duly signed by you at the time of joining. This offer is made to you on a good faith on the basis of the information provided by you through your profile and discussion during your interview. This offer as well as the appointment with the organization is subject to verification of your credentials. In case any of your professional or personal credentials is found to be negative or not in line with the details provided by you, your employment with the organization will become null and void. The offer letter entails you to join by the stipulated date. Any extension shall be approved in writing failing which, the offer will lapse on the stipulated date.

Please bring photocopies of all the documents mentioned in **Checklist** on the date of joining.

Kindly ensure you send us your acceptance of the offer through email to HR@nexteducation.in within 2 days of the date of issue failing which the offer would stand null and void.

Thank you,

For Next Education India Pvt. Ltd

Daljit Singh Bajwa
Director

I Accept and agree to the details above:

Sri Nilaya Cyber Spazio, B-2-269/A/2/1-6, Road #2, Banjara Hills, Hyderabad - 500034. Tel: +91-40-3094 9422

CIN - U72200TG2007PTC055933 || info@nexteducation.in || www.nexteducation.in

← DT20217551195_OL (1)

Offer: Computer Consultancy
Ref: TCSL/DT20217551195/Bangalore
Date: 19/03/2021

Mr. Charan Gk
 Mayamudi Village And Post, S-Coog, Kamataka, 571213Madikebeedu,
 Gonikoppal,
 Gonikoppal-571213,
 Karnataka.
 Tel# 91-9480606893

Dear Charan Gk,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS 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 and you meeting the TCS eligibility criteria.

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 **₹7,950/-** per month.

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 TCSL/DT20217551195

1

TATA CONSULTANCY SERVICES

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India
 Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 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



BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within a defined framework, twice in a financial year. All the components will be disbursed on a pro-rata basis.



Rename



Edit



Bookmark



Share



More



Offer: Computer Consultancy

Ref: TCSL/DT20217551195/Bangalore

Date: 19/03/2021

Mr. Charan Gk
Mayamudi Village And Post, S-Coog, Karnataka, 571213Madikebeedu,
Gonikoppal,
Gonikoppal-571213,
Karnataka.
Tel# 91-9480606893

Dear Charan Gk,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS 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 and you meeting the TCS eligibility criteria.

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 **₹7,950/-** per month.

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BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the 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 ₹3,180/- 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 ₹0/- 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 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 ₹1,500/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

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2

TATA CONSULTANCY SERVICES

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This Pay shall be treated as productivity bonus in lieu of statutory profit bonus.

OTHER BENEFITS

Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

1. Basic Cover

- i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.
- ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

- i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.
- ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans

You will be eligible for loans, as per TCSL's loan policy.

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

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3

TATA CONSULTANCY SERVICES

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India

Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com

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



from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% 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. Training Period

You will be required to undergo class room and on the job training in the first twelve

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months (including the TCS Xperience Program 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 program, 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.

3. 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.

4. 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.

5. 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.

6. 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.

7. 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.



8. 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.

9. 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.

10. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period 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.

11. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.



12. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

13. Notice Period

During your tenure with TCSL, either you or TCSL may terminate your traineeship / employment under this Agreement by providing 90 days written notice. The company reserves the right, to ask you to complete the notice period or adjust the earned vacation in lieu of entire or partial notice period. If your services, behaviour and/ or performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above. No notice or payment in lieu thereof shall be applicable if your services are discontinued/terminated on account of any misconduct either during your traineeship period or upon completion of the traineeship period.

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.

14. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

15. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

16. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

17. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action



including termination of traineeship/service without notice.

18. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below



documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card

19. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. 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.

20. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

21. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. 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.

22. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.



23. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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 Xperience Centres
Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

Name	Charan Gk
Designation	Graduate Trainee
Institute Name	Others

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	7,950	95,400
Bouquet Of Benefits #	4,343	52,110
2) Performance Pay		
Monthly Performance Pay	1,500	18,000
3) Annual Components/Retirals		
Health Insurance***	NA	4,000
Provident Fund	954	11,448
Gratuity	382	4,589
ESI Contribution##		5,379
Total of Annual Components & Retirals	1,336	20,037
TOTAL GROSS	15,129	1,90,926

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.

##Contribution towards Employees' State Insurance borne by TCS.

*** 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.

Component Category	Monthly	Annual
House Rent Allowance	3,180	38,160
Leave Travel Assistance	663	7,950
Food Card	500	6,000
Personal Allowance	0	0
GROSS BOUQUET OF BENEFITS	4,343	52,110



Annexure 2

<p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p>	<p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p>
<p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP</p>
<p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam</p>	<p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p>
<p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p>	<p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p>
<p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p>	<p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p>
<p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p>	<p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra</p>
<p>Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India</p>	



Annexure 3

Confidentiality and IP Terms and Conditions

Confidentiality and IP Terms and Conditions - Annexure 3:

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

8. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

← offer letter

Offer: Computer Consultancy
Ref: TCSL/DT20217552233/Bangalore
Date: 07/07/2021

Mr. Dikshith Billavara Ramesh
 571Vijayanagar 2nd Stage,
 Near Chopi Joseph,
 Kodagu-571218,
 Karnataka.
 Tel# 91-9731703676

Dear Dikshith Billavara Ramesh,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS 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 and you meeting the TCS eligibility criteria.

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 **₹7,950/-** per month.

TCS Confidential
 TCSL/DT20217552233

1

TATA CONSULTANCY SERVICES

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India
 Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 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



BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within a defined framework, twice in a financial year. All the components will be disbursed on a pro-rata basis.



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03rd January 2022

To,

Mr. Ganapathy N B
Kavadi Vill & Post,
Ammathi, Virajpet,
Kodagu Dist,
Karnataka - 571218

Mobile: +91 9481832592

E-mail id: avinashganapathy1998@gmail.com

Subject: Appointment letter issued by 5C Network (India) Pvt. Ltd.,

Dear Ganapathy,

We are delighted to give you an offer of Employment to join 5C Network team - congratulations! This is an exciting time and we are thrilled to have you join us as we build and manage the top projects in Telemedicine and Teleradiology.

- We have pleasure in appointing you for the position of **Help Desk Associate** at 5C Network (India) Private Limited and you will be posted at **Bangalore**. However, during the course of your employment with 5C Network, you may be transferred / posted at any of the Company's branches / project in India, at the discretion of Company
- Your targeted start date will be **03rd January 2022**
- You will be compensated an Annual Gross Salary of **INR 2,40,000 (Rupees Two Lakhs Forty Thousand per annum)** less applicable taxes and deductions.

As a full time employee of 5C Network, you agree to not undertake employment, whether full-time or part-time as a Director, Partner, member or employee of any other organization or entity engaged in any form of business activity without the consent of 5C Network. In addition, as an employee of 5C Network, you are expected to contribute your best efforts and carry out all assignments with the greatest of care and ensure you uphold the reputation of the company.

You will be on probation for a period of Six (6) months from the date of joining. Upon successful completion of your probation, your employment will be confirmed through a letter of confirmation. Your probation may be extended based on your performance. During this probation period, either party shall be entitled to terminate the said employment contract with immediate effect, provided the resignation is submitted in return. The notice period is not applicable during probation.



5C Network (INDIA) Pvt. Ltd.

The Radhouse, #313, 7th Main Road, Mico Layout, BTM 2nd Stage, Landmark Opposite Ashirwad Supermarket Bengaluru,
Karnataka 560076
PH - 82960 47640 | Email: support@5cnetwork.com | website: www.5cnetwork.com
CIN : U72200KA2014PTC075191

HRD/2T/1000941081/20-21

December 11, 2020

Ms. Keerthana K H
Chennagolly Balaji Village And Post
Kodagu,
Madikeri-571213
India

Ph: +91-7349064716

Dear Keerthana,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2020.12.11 11:54:35 IST
Reason: Digitally Signed
Location: Bangalore

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

HRD/1000941081/20-21

December 11, 2020

Ms. Keerthana K H
Chennagolly Balaji Village And Post
Kodagu,
Madikeri-571213
India

Ph: +91-7349064716

Dear Keerthana,

Congratulations! We are delighted to make you an offer as **Operations Executive - Trainee** and your role is **Operations Executive** .

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **11-Jan-2021**.

Location

Your location of training is **MYSORE, India** . The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location."

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

** For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise."*

Training

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual training will be based on the business requirement. Your continued employment with the Company is subject to your meeting the qualifying criteria till the end of the training and successful completion of the training.

Probation and Confirmation

You will be on probation for a period of 12 months from the date of completion of the training and your allocation to Unit. On successful completion of your probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet in Annexure - IV.

Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of earned leave annually during probation. On confirmation as a permanent employee you will be eligible for 20 working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year.

An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

Increments and Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

Transfer

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

Agreement

Our offer to you as **Operations Executive** is subject to the execution of the Service Agreement. The Service Agreement details the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Infosys from the date of your joining and up to a period of 12 months from the date of allocation to a Practice Unit. The date of allocation to a Practice Unit is generally the first day of the subsequent month post completion of training. You will be required to complete the formalities on the Service Agreement at the time of joining. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condemnation of delay in submission of the same will be at the Company's discretion.

Passport and Driving License

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining duty. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

Compensation and Benefits

Salary

Your Total Gross Salary will be INR **18,581** per month. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I.

In addition to your gross salary, you will receive an additional Personal Allowance of INR **461** per month. This allowance will be paid to you during your probation period, on the condition that your base location remains Bangalore/Mysore/Mangalore/Hubli. This allowance will be discontinued in case of a change in your base location due to official or personal reasons or upon confirmation (whichever is earlier).

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 2020-21 will be as follows:

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

Insurance

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of INR **4,00,000** per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 6,200,000** of which **INR 3,200,000** is covered towards natural death, and **INR 3,000,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 200**. The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three month's notice or salary thereof in case you decide to leave our services, subject to the Company's discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months' notice period. Similarly, the Company can terminate your services by giving three months notice or salary thereof.

In the event you do not successfully complete your training, or you are involved in an act that constitutes misconduct, your training/employment can be terminated by the Company with immediate effect without notice.

Background Checks

The Company may, at its discretion conduct background checks prior to or after your expected joining date to validate your identity, the address provided by you, your education details and details of your prior work experience if any, and to conduct any criminal checks. You expressly consent to the Company conducting such background checks. In this connection, you are required to furnish the documents listed in Offer Annexure for India.

If you fail to submit the necessary documents as required by the Company within the specified time period or if the Company is not satisfied, with the outcome of the background checks, the Company, in its sole discretion, reserves the right to withdraw this offer without notice and compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information, to substantiate the details that you have earlier provided to the Company, before initiating appropriate action.

Please note that Infosys requires you to furnish a copy of your passport at the time of joining. If you are unable to do so, the Company will initiate a criminal background check.

Other Terms and Conditions

You agree not to undertake employment, whether full-time or part-time, as the Director / Partner / Member / Employee of any other organization / entity engaged in any form of business activity without the consent of Infosys. The consent may be given subject to any terms and conditions that the Company may think fit and may be withdrawn at any time at the discretion of the Company.

Our offer to you as an **Operations Executive** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2019-20. These eligibility criteria for the Role of an Operations Executive, has already been clearly communicated to you and your college during the selection process. You will also have completed all studies, course requirements and examinations required for the award of the educational qualification recorded by you in your application for employment with Infosys.

You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You hereby acknowledge and agree to abide by all internal Policies of the Company, which you will be able to access, upon joining, on the Intranet 'Sparsh'. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure III).

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

ANNEXURE - I
(Compensation)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	Ms. Keerthana K H
ROLE	Operations Executive
ROLE DESIGNATION	Operations Executive - Trainee
1. MONTHLY COMPONENTS	
BASIC SALARY	13,582
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,580
MONTHLY GROSS SALARY	16,162

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	136

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,630
GRATUITY - 4.81% of Basic Salary*	653
FIXED GROSS SALARY (1+2+3)	18,581
TOTAL GROSS SALARY	18,581

OTHER BENEFITS				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000	Nil	12	Nil

All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time

*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act

Employee State Insurance ("ESI") may be applicable to employees as per the applicable statutory regulations. If ESI is applicable, the employee and the employer will contribute towards ESI as per the provisions of the ESI Act, 1948.

Company Confidential - This communication is confidential between you and Infosys Limited



HRD/1000941081/20-21

December 11, 2020

Ms. Keerthana K H
Chennagolly Balaji Village And Post
Kodagu,
Madikeri-571213
India

Ph: +91-7349064716

Dear Keerthana,

Congratulations! We are delighted to make you an offer as **Operations Executive - Trainee** and your role is **Operations Executive**.

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **11-Jan-2021**.

Location

Your location of training is **MYSORE, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location."

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

* For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise."

Training

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual training will be based on the business requirement. Your continued employment with the Company is subject to your meeting the qualifying criteria till the end of the training and successful completion of the training.

Company Confidential - This communication is confidential between you and Infosys Limited
Page 1 of 7



Probation and Confirmation

You will be on probation for a period of 12 months from the date of completion of the training and your allocation to Unit. On successful completion of your probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet in Annexure - IV.

Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working



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Ref. No: UXLT/2021

2 December 2021

Ananya S R
D/O Ravi Kumar S
118 FMC Road Virajpet
Kodugu 571218

Dear Ananya

SUB: LETTER OF OFFER:

We are pleased to inform you that you have been selected for employment in the position of "Trainee Software Engineer" in UXL Technologies here in after referred as "UXL", "Company" or "Firm".

Our vision is to help each and every member of our team succeed for the benefit of her customers, team and herself.

Your employment in our Company is subject to the following terms and conditions mentioned in the table below: -

Role	Refer to Annexure A attached
Remuneration	Refer to Annexure B attached
Probation	Refer to Annexure C attached
Leave entitlement	Refer to Annexure D attached
Other terms	Refer to Annexure E attached
Expected Date of joining	6 December 2021

Your conduct and functioning shall be subject to such rules, regulations and Company policy as the Company may adopt from time to time.

We welcome you to the UXL family and look forward to a long and mutually beneficial association.

UXL Technologies

18/19 Soujanya, 1st Main Road, Silver Oak Street, Silver Oak Layout, JP Nagar 7th Phase.

Bengaluru - 560 078 Tel: +918047188660 Email: info@uxltechnologies.net





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Please sign a copy of this letter as acceptance of the terms and conditions of your employment at UXL and submit it to the Human Resource Department of our office within three working days.

Yours Sincerely

A handwritten signature in blue ink, appearing to read 'Goverdhan Jayaram', is written over a horizontal line.

(Goverdhan Jayaram)
Founder & CEO

Acceptance:

Having read the terms, conditions and enclosures listed below and having accepted the terms of employment, I Ananya, do hereby accept the employment on the terms and conditions governing my employment and I agree to join on 6 December 2021.

(Signature)

Date of acceptance:

Enclosures - Annexure "A" to "E" as stated above.

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Annexure A

Refers to Letter of Offer No UXLT/2021

Dated: 2 December 2021

ROLE – TRAINEE SOFTWARE ENGINEER

- The employment involves developing computer software products according to specifications, in the given time, within the given budget and according to the quality standards of the Company.
- The employee must be prepared to participate in any task of the 'Software Development Life Cycle'.
- The employee will be given learning targets to achieve. she is expected to meet and exceed the targets enthusiastically. UXL will facilitate learning; it is up to the employee to learn.

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Annexure B

Refers to Letter of Offer No UXLT/2021
Dated: 2 December 2021

REMUNERATION

Name	Ananya S R
Department	Computer Software Engineering
Designation	Trainee Software Engineer

Compensation

The employee's 'Cost to Company' is Rs 22,424.00(Rupees Twenty-two thousand four hundred twenty-four only) per month.

Salary Breakup			
Gross Salary	Amount	Deductions	Amount
Basic	Rs 10,100	Profession Tax	Rs 200
HRA	Rs 4,040	Provident Fund	Rs 1,212
Conveyance	Rs 1,600	ESI	Rs 00
Special Allowance	Rs 4,460		
Other Allowance	Rs 1,212		
Gross Salary	Rs 21,412	Total	Rs 1,412
Net Pay after deductions Rs 20,000.00			
Provident fund contribution of UXL Technologies of Rs 1,212 is in addition to the Gross Salary			

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Annexure C

Refers to Letter of Offer No UXLT/2021

Dated: 2 December 2021

PROBATION

The employee will be under probation for a period of six months commencing from the date of joining indicated in the letter of offer.

Upon satisfactory completion of the probation period, the employee's services may be confirmed as a "Regular Employee", in writing.

During the period of probation, the Organization reserves the right to terminate the employee's services, without notice, if found unsuitable for the role appointed.

If, after six months, the employee is still found to be unsuitable for regular appointment, the probation may be extended by another two months at the sole discretion of the Management.

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Annexure D

Refers to Letter of Offer No UXLT/2021
Dated: 2 December 2021

LEAVE ENTITLEMENT

The employee is entitled to Composite leave and General Holidays during probation on a 'Pro Rata' basis.

Other forms of leave are for regular employees.

Types of Leave	Entitled
Earned Leave (after successful probation)	12
Composite Leave	12
General Holidays	10
Marriage Leave	10
Bereavement Leave	10

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Annexure E

Refers to Letter of Offer No UXLT/2021

Dated: 2 December 2021

OTHER TERMS

Transfer/Deputation

During the term of employment, the employee agrees to serve the Company at any place in India and abroad that the Company may indicate from time to time, with the Company or any of its affiliate or associate companies.

The employee shall not, enter into any agreement or undertaking with any customer to whom he may be assigned/deputed, without the prior written consent of the employer.

Reference Check and Employee Background Verification

The employee should provide the following details for reference check and employee background verification:

- a) Phone numbers and email id of minimum two people of which one should be the previous employer / teacher under whose direct supervision the employee had worked / studied.
- b) Photocopy of all the employee's educational qualifications and certificates.

On scrutiny if there is any misrepresentation or any of the information is found to be incorrect this offer / appointment will be rendered invalid. The company reserves the right to take appropriate steps to protect its interests.

Restrictions on Outside Business Activities

During the Probation/Employment/Transfer/Deputation, the employee shall devote his full time, energy and ability exclusively to the cause of business interests of this Company and shall not without the prior written consent of the employer, render services or take up employment (full time or part time), work on advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other organization, trade or business or other services of any kind, for free or for compensation or engage in any other business activity.

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Covenant Not to Compete

During the period of Training/Employment, the employee shall not, directly or indirectly, whether as partner, employee, creditor, or otherwise, promote, participate or engage in any activity or other business competitive to the business of this Organization. The employee further agrees that during the employment and after termination/resignation of employment, he will not directly or indirectly induce any other employee of this organization to leave the Organization.

Non-Disclosure Obligations

At all times during and after employment, the employee will hold in strictest confidence and not use for his own purposes or the purposes of others or disclose anything belonging to this Organization to any person, firm or corporation, without authorization in writing by this Organization. The employee will not publish or submit for publication any technical or other articles pertaining in any way to the Organization's Intellectual Properties without first obtaining written consent from us.

Termination of Employment

After confirmation of the employee's services, the Company may, without assigning any cause, terminate the employee's employment by providing one-month notice in writing or one-month salary in lieu of notice.

Resignation

Subject to other terms and conditions of employment, during the probation period or thereafter, the employee may sever the employee's employment by serving a prior written notice of one month to the Company or one-month salary in lieu of such notice period. In the event of the employee submitting his resignation to the Company, the Company reserves the right and shall use its discretion to relieve the employee at any time during the notice period. In such an event, the employee shall be entitled to salary and benefits until the date of actual employment.

If the employee voluntarily terminates the employee's employment within one year of the Company obtaining appropriate visas for travel abroad, the Company shall deduct all expenses incurred by it in India and abroad to obtain the said visas and related documents from amounts due to the employee. Any shortfall will be required to be paid to the Company by the employee.

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Unauthorized Absence

If the employee remains absent, without leave or intimation, for a period of seven consecutive days, the Company reserves its right to terminate the employee's services.

Code of Conduct

The employee will be governed by the Company's laid down code of conduct. If there is any breach of the same or non-performance of contractual obligation or the terms and conditions laid down in this agreement, the employee's services could be terminated without notice notwithstanding any other terms and conditions stipulated herein. The Company further reserves the right to invoke other legal remedies as it deems fit to protect its legitimate interests.

Working Hours

- | | |
|------------------|--------------------------------------|
| Monday to Friday | - As per schedule of the project |
| Weekends | - If required by the project manager |



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BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join 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 ₹3,180/- 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 ₹0/- 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 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 ₹1,500/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

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TCSL/DT20217874102

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



This Pay shall be treated as productivity bonus in lieu of statutory profit bonus.

OTHER BENEFITS

Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

1. Basic Cover





Offer: Computer Consultancy

Ref: TCSL/DT20217874102/Hyderabad

Date: 26/11/2021

Mr. Nachappa B G
Jodubeeti Road Ponnampet PostPonnampet,
Ponnampet,
Ponnampet-571216,
Karnataka.
Tel# -

Dear Nachappa B G,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS 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 and you meeting the TCS eligibility criteria.

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 **₹7,950/-** per month.

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BOUQUET OF BENEFITS (BoB)

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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 ₹3,180/- 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 ₹0/- 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 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 ₹1,500/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

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



This Pay shall be treated as productivity bonus in lieu of statutory profit bonus.

OTHER BENEFITS

Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

1. Basic Cover

- i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.
- ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

- i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.
- ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans

You will be eligible for loans, as per TCSL's loan policy.

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

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from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% 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. Training Period

You will be required to undergo class room and on the job training in the first twelve

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months (including the TCS Xperience Program 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 program, 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.

3. 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.

4. 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.

5. 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.

6. 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.

7. 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.



8. 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.

9. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

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 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 of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by it at its own discretion having regard to the responsibilities shouldered by you while being in the employment of TCS.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum



qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of 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 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. 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.

24. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP



- Encl: Annexure 1: Benefits and Gross Salary
- Annexure 2: List of TCS Xperience Centres
- Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

Name	Nachappa B G
Designation	Graduate Trainee
Institute Name	Others

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	7,950	95,400
Bouquet Of Benefits #	4,343	52,110
2) Performance Pay		
Monthly Performance Pay	1,500	18,000
3) Annual Components/Retirals		
Health Insurance***	NA	4,000
Provident Fund	954	11,448
Gratuity	382	4,589
ESI Contribution##		5,379
Total of Annual Components & Retirals	1,336	20,037
TOTAL GROSS	15,129	1,90,926

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.

##Contribution towards Employees' State Insurance borne by TCS.

*** 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.

Component Category	Monthly	Annual
House Rent Allowance	3,180	38,160
Leave Travel Assistance	663	7,950
Food Card	500	6,000
Personal Allowance	0	0
GROSS BOUQUET OF BENEFITS	4,343	52,110



Annexure 2

<p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p>	<p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p>
<p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP</p>
<p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam</p>	<p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p>
<p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p>	<p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p>
<p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p>	<p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p>
<p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p>	<p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra</p>
<p>Trivandrum TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India</p>	



Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.



Hrishy Parvathy- Offer Confirmation - Branch Counsellor with ORCHIDS - The International School - OIS, BTM Layout, Bangalore



Inbox



salesoffers@orchids.edu... 11/9/2022
to me, hr_sampark, offers, jamila.b...



Dear Hrishy Parvathy,

Congratulations!!

This is with reference to your application and subsequent interviews you had with us.

We would like to offer you the position of Branch Counsellor with K12 Techno Services Pvt. Ltd, ORCHIDS - The International School - OIS, BTM Layout, Bangalore

This offer (subject to you joining us) on 10th November 2022 will carry an annual CTC of INR 311064 (Three Lakh Eleven Thousand Sixty Three per annum).

The offer break-up is provided below.

Salary Details	Per month	Per Annum
Fixed Gross	25200	302405
Basic Allowance	15001	180012
HRA	6120	73436
Conveyance	2080	24962
Medical Allowance	750	0000





REVELE



Lithan Biddappa

Employee ID: 8709
Blood Group: O+ve

Ref No: 22583909
21-Sep-2022



Sangeetha B C

Dear **Sangeetha**,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Process Executive - Data** with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. Your place of posting will be **Bangalore**.

Your annual total compensation will be **INR 220,996**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 months** of your experience as relevant in this offer, which will be kept up-to-date in our records.

Your appointment will be governed by the terms and conditions of employment presented in **Employment Agreement**, as well as any rules, regulations and practices currently in place at the time of employment.

We request that you join us on or before **26-Sep-2022**.

Please note:

- This offer is subject to satisfactory professional reference checks
- This offer is valid for three (3) months from the date of offer. Any extension shall be at the discretion of Cognizant and shall be communicated to you in writing
- Prior to beginning work with Cognizant, you must provide evidence of your right to work in India and other documentation requested by Cognizant

We are delighted to welcome you to the team! You are joining Cognizant at an exciting time, and we know your fresh thinking and expertise will help us accomplish great things.

If you have any further questions or need clarification on this offer, please feel free to contact us.

Best regards,
For **Cognizant Technology Solutions India Private Limited ("Cognizant")**,



Shibu Balakrishnan
AVP – HR

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

Signature:

Date:



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

Superset ID: 2180054

Letter of Intent ("LOI")

Dear UTHAIAH M.P,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A3** 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, please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 2180054**
- For queries about on-boarding process, please note the on-boarding communication will be sent once your document validation and verification process is completed. For further queries, write to use with e-mail subject as: **Query on On-Boarding - Superset ID 2180054**
- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 2180054**

Thanking you,
Yours Sincerely,

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

This is a system generated document and does not need a signature

ANNEXURE 1

UTHAIAH M.P

Associate and A3

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 2,75,000/- (Rupees Two Lakh Seventy-Five Thousand only)**. **Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will continue at INR 2,75,000/- (Rupees Two Lakh Seventy-Five Thousand only)**. On completion of 1 year of service from your date of joining, you will receive a fixed incentive of **INR 25,000 (Rupees Twenty-Five thousand only)**

Based on your Date of Joining, your compensation shall be paid monthly. The Company shall deduct tax at source at the time of making payment

For & On Behalf of Capgemini

Tejinder Sethi

Head - Fresher Hiring



Offer Letter_Aiya...



PRIVATE AND CONFIDENTIAL

LETTER OF OFFER27th October, 2022

Aiyappa MB,
Care of Sampengie Rama Building, Jigani Bus Stop,
Dharmaraya Temple Route, Jigani, Anekal District,
Bangalore-560105.

Dear Aiyappa MB,

We are pleased to offer you employment at CP360 India Pvt. Ltd., A/6, KHB Colony, 5th Block, Koramangala, Bengaluru, Karnataka 560095 (the "Company"), for the position of **Customer Support Associate**. Your date of commencement of employment is on **27th October 2022**.

Your CTC shall be **₹294,000 per annum** as a full-time employee. For more details refer to Annexure A. Please sign below if you wish to accept these terms and retain one copy of this letter for your records.

We wish you a successful career and a wonderful journey with the Company. We look forward to welcoming you and your positive contributions to the Company!

Sincerely,

Ambily Xavier
Assistant Manager- Human Resource

I agree to the above terms and conditions of employment.

Aiyappa MB

Date.....

CP360 INDIA PVT. LTD

CORPORATE ADDRESS: Plot 108, Udyog Vihar Phase1, Sector 20, Gurugram, Haryana 122016
Regional Office: A/6, KHB Colony, 5th Block, Koramangala, Bengaluru, Karnataka 560095

**Annexure A**

Particular	Monthly	Annual
Basic	15,000	180,000
HRA	3,500	42,000
Other	3,138	37,656

Sponsored Content



Offer Letter_Aiya...



Ambily Xavier
Assistant Manager- Human Resource

I agree to the above terms and conditions of employment.

Aiyappa MB

Date.....

CP360 INDIA PVT. LTD

CORPORATE ADDRESS: Plot 108, Udyog Vihar Phase 1, Sector 20, Gurugram, Haryana 122016
Regional Office: A/6, KHB Colony, 5th Block, Koramangala, Bengaluru, Karnataka 560095



Annexure A

Particular	Monthly	Annual
Basic	15,000	180,000
HRA	3,500	42,000
Other	3,138	37,656
Gross Pay	21,638	259,656
Employer Deductions		
PF	1,800	21,600
LWF	40	480
Medical Insurance	300	3600
Gratuity	722	8664
Total Deductions	2862	34,344
Performance Allowance (per month) *		
A+ Rating		4000
A Rating		2000
B Rating		1000
C Rating		0
Annual CTC		294,000

NOTE:

- The salary structure would change over a period owing to addition of mandatory components such as TDS, PF and Gratuity. The salary structure may also change in alignment with applicable regulatory frameworks.
- The Company will deduct taxes and other statutory dues as may be applicable from time to time from the remuneration payable to you.
- Any personal tax liability arising out of compensation shall be borne by the employee solely.
- You are not eligible for any reimbursement, except the amount expensed off only for office purpose, as per company policy, and that amount should be pre-approved.
- Company will provide you with INR 200 per day as travel allowance in addition to the Annexure A.
- Initially, you will be on probation for a period of 3 months from the date of joining which can be extended by the Company at its discretion in case your performance does not meet requisite standards.
- Subject to clearing the probation you will receive appointment letter confirming permanent employment with the Company.
- You will be eligible for performance allowance only after probation completion and it is completely under company discretion, also it may differ monthly.
- During the period of Probation, your services are liable to be terminated by employer at any time, without any notice or salary.
- Notice Period will be 15 Days during the time of probation or penalty equivalent to 15 days salary in lieu of Notice.
- Notice period is 1 month after probation or penalty equivalent to 1 month salary in lieu of notice as per the policy of CP360 India Pvt. Ltd.

CP360 INDIA PVT. LTD

CORPORATE ADDRESS: Plot 108, Udyog Vihar Phase 1, Sector 20, Gurugram, Haryana 122016



18-Nov-2022

Aradhana Sharma M

Dear Aradhana,

We are very happy that you have chosen to pursue your career with us at Happiest Minds Technologies Limited (hereinafter referred to as 'Happiest Minds'). It is our pleasure to have you on board as a full-time employee in the role of TEST ENGINEER with competency level C1 with effect from **21-Nov-2022**. At the time of this appointment, your place of posting is **BANGALORE, India**. You may also be required to work at Happiest Minds or Client Location within India and Overseas, based on need. We look forward to a happy, long, productive and harmonious relationship between you and Happiest Minds in our combined pursuit of our mission of "**Happiest People, Happiest Customers**".

Our philosophy is simple. Happiest people lead to Happiest customers. We see people as an integral part of business and their happiness is of utmost importance. All our systems, policies and practices are crafted to foster an open culture, enabling our people discover their potential and participate in shaping their own work life experience and increase engagement.

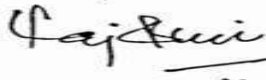
The following pages define the Employment Agreement between Happiest Minds and you.

Your remuneration package as listed in Annexure 1, benefits package in Annexure 2 and detailed Terms and Conditions are listed in Annexure 3. Please note that your designation, reporting manager, Department, work location, remuneration, benefits and terms and conditions are subject to changes during the course of your employment with Happiest Minds.

Please sign on this page and page 12 of the agreement (2 copies) and return one copy while retaining one for your records.

For Happiest Minds Technologies Limited

Accepted



RAJESH SRINIVASAN,
DIRECTOR-TALENT ACQUISITION

Name: **Aradhana Sharma M**

Annexure 1

Breakup of Remuneration (in INR)

Name: Aradhana Sharma M

Designation: TEST ENGINEER

PARTICULARS	Amount in INR (per Month)	Amount in INR (per Annum)
Fixed Components		
Basic Salary	16,300	1,95,600
Flexible Expense Plan (FEP)	10,795	1,29,539
Fixed Bonus	2,500	30,000
Total of Fixed Components (A)	29,595	3,55,139
Retiral Benefits		
Provident Fund	1,956	23,472
Gratuity	782	9,389
Total of Retiral Benefits (B)	2,738	32,861
Other Benefits		
Group Insurance Premium (Medical, Term Life & Personal Accident Insurance)	1,000	12,000
Total of Other Benefits (C)	1,000	12,000
Total Cost to Company (A+B+C)	33,333	4,00,000

Some additional information on the salary offer

Basic Salary: It is a fixed monthly component of your salary and taxable. It does not generally vary every month, and is fixed for a particular period.

Flexible Expense Plan: It is a basket of allowances which gives you tax exemption benefits and an option to allocate your total FEP against various components such as: Fuel for self-owned vehicle maintenance (1800/2400/-per month) Leave Travel Allowance, House Rent Allowance, Broadband Expenses (up to INR 1,000/- per month), Food Coupon (INR 2200/- per month). You can select one or all components and chose the amount as per the limits defined in the policy. You can also choose an amount or residual amount to be considered as monthly special pay which is taxable depending on your tax liability.

Fixed Bonus: It is a fixed monthly component of your salary and taxable.

Retiral Benefits:

- **Provident Fund:** Employer contribution as % of basic salary towards provident fund. (Employee's equivalent contribution is deducted monthly from the basic salary)
- **Gratuity:** Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act, 1972 including but not limited to the minimum service periods set forth therein

Insurance: The insurance premium paid by the company towards group medical insurance, group term life insurance and group personal accident insurance.

Variable pay/Performance Bonus: Variable pay only if applicable will be in accordance with the prevalent Happiest Minds Variable Pay Plan.

Employee State Insurance (ESI): ESI only if applicable will be considered as per the ESI Act.

Annexure 2

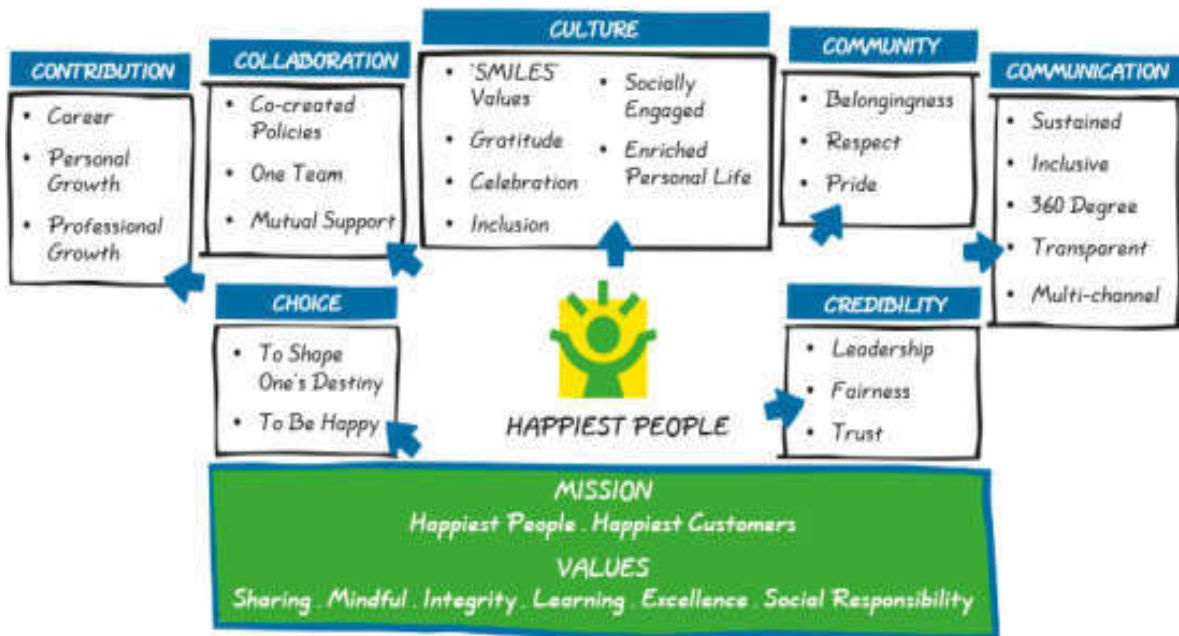
Breakup of Benefits

1. **Medical Insurance:** For Immediate Family and dependent parents (or in-laws). Happiest Minds provides medical insurance coverage for the immediate family which is INR 600,000 per annum. Provision for coverage of dependent parents (or in-laws) and additional coverage for immediate family can be opted by paying the premium based on the provider's policies. The above coverage including limits could vary based on the renewal of policies which is generally during the month of September.
2. **Accident Insurance:** To provide for Death /disability due to accidents - Group Personal Accident Insurance coverage. Coverage will be determined from time to time based on available options and your competency level. For more details, please visit policy available at this link (post joining): <https://smilescentral.happiestminds.com>
3. **Life Insurance:** Group Life Insurance Cover for Happiest Mind. Coverage will be determined from time to time based on available options and your competency level. For more details, please visit policy available at this link (post joining): <https://smilescentral.happiestminds.com>
4. **Retirement:** There is no compulsory retirement age. However, after the age of 58, you may choose to retire and avail of the prevalent retirement benefits at the time of your retirement.
5. **Leave:** Annual Leave (20 days pro-rated), Medical/Hospitalization Leave (20 days annually), Sick Leave (6 days pro-rated), Bereavement Leave (5 days annually), Maternity Leave and Paternity Leave, as per company policy.
6. **Working Hours:** The core office hours are 10:00 am to 3:00 pm. You are required to maintain core office hours and ensure you work 8.75 hours a day. We provide flexible work hours and options to work from home, on a case-by-case basis.
7. **Promotions and Increments:** Your progression and increase in salary will depend solely on your performance and contribution to the company. To be eligible to receive salary increment during the salary revision cycle, you should have completed a minimum of 6 months. Salary increments are normally given once in a year.
8. **Flexible Benefit Plan:** It is a basket of allowances which gives you an option to allocate your total FEP against various components.

Annexure 3

Detailed Terms and Conditions

As part of this covenant, we commit to build a caring, comfortable and safe work environment built based on our unique Happiness Framework whose current format is shown below. We will collectively work together to enable a work culture that adheres to our Values defined by SMILES - Sharing, Mindful, Integrity, Learning, Excellence and Social Responsibility. Happiest Minds Technologies Limited will also strive to provide infrastructure that helps you perform your responsibilities effectively.



The Happiest Mind agrees to the following:

In thankful consideration for the employment in Happiest Minds, remuneration and benefits, the work culture, values and environment, I, Aradhana Sharma M, understand and accept my commitments and responsibilities as given below:

1. I agree to execute all tasks and responsibilities assigned to me as part of my employment to the best of my abilities and efforts for the growth and success of Happiest Minds when I act as the TEST ENGINEER. These duties shall include:
 - Devoting on a full time basis all necessary time, best efforts, professional skills, attention and energies to perform my duties hereunder to Happiest Minds;
 - Acting in accordance herewith, and in all accounts be responsible and responsive to Customers and Happiest Minds;
 - Generally perform such services as may be expected of TEST ENGINEER.
 - In addition, I understand that my duties and responsibilities may change and/or evolve over a period of time and may not be limited to the duties and responsibilities set forth above.
2. I understand the importance of my contribution towards the strengthening of the Values and Culture of Happiest Minds and agree to participate in this process.
3. I agree that this is a Full Time Employment with Happiest Minds. Unless expressly approved by the Organization, I will not be eligible to engage in gainful employment with any other organization. I gratefully acknowledge that this does not exclude my involvement with Social causes on voluntary pro bono basis, as long these do not adversely impact the business and reputation of Happiest Minds.
4. I agree that all information and documents submitted by me to Happiest Minds shall be used for the purpose including but not limited to immigration, background verification, payroll process, benefit programs etc.
5. I hereby authorize the Happiest Minds or any external agency, appointed by Happiest Minds, to verify my identity, address, antecedents, criminal records (wherever deemed fit), educational qualification, employment history and any other details that would be needed as per the Company policy, prior to or upon my joining, or thereafter. I agree that I am expected to extend my full cooperation during the verification.
6. I understand and agree that this offer is subject to clearing of necessary background verification of all information and documents submitted by me to Happiest Minds. If I fail to co-operate or clear the background verification, or if the information and documents provided by me are proved to be untrue, Happiest Minds shall have right to withdraw this offer or terminate my employment, without any notice period.
7. I agree to apply and maintain the highest standard of personal conduct and integrity and comply with all Happiest Minds' policies and procedures and all applicable laws, rules and regulations, made thereunder.

The Rules and Regulations as framed by Happiest Minds Technologies Limited from time to time and applicable to all its employees or to my specific position shall become binding upon me.

8. I understand that while my initial place of posting will be at **BANGALORE**. I may also be required to travel on work within India and Overseas, based on need. I also understand that all employment may be transferred at any time to any other office of Happiest Minds within India or one of its group/affiliate companies around the world with reasonable notice
9. I understand my remuneration is purely personal between me and Happiest Minds and has been arrived on the basis of my specific background and professional merit. I will maintain this information and also any changes made therein from time to time as personal and confidential.
10. Protection of Confidential Information; Non-Competition; Non-Solicitation; Non-Disparagement

10.1 **Acknowledgment:** I agree and acknowledge that in the course of rendering services to Happiest Minds and its clients and customers, I have acquired and will acquire access to and become acquainted with confidential information about the professional, business and financial affairs of Happiest Minds, its subsidiaries and affiliates that is non-public, confidential or proprietary in nature. I acknowledge that Happiest Minds is engaged in a highly competitive business and the success of Happiest Minds in the marketplace depends upon its goodwill and reputation for quality and dependability. I agree and acknowledge that reasonable limits on my ability to engage in activities competitive with Happiest Minds are warranted to protect its substantial investment in developing and maintaining its status in the marketplace, reputation and goodwill. I further agree that my obligations under this Section shall be absolute and unconditional, and shall exist regardless of the nature of the termination of my employment, including but not limited to whether my employment is terminated by mutual agreement, or otherwise.

10.2 **Confidential Information:** During and at all times after my employment hereunder, I shall keep secret all non-public information, matters and materials of Happiest Minds (including subsidiaries or affiliates), including, but not limited to, know-how, trade secrets, customer lists, vendor or supplier information, pricing policies, operational methods, any information relating to Happiest Minds' (including any subsidiaries or affiliates) products or product development, processes, product specifications and formulations, artwork, designs, graphics, services, budgets, business and financial plans, marketing and sales plans and techniques, employee lists and other business, financial, commercial and technical information of Happiest Minds (including any subsidiaries and affiliates) (collectively, "Confidential Information"), to which I have had or may have access and shall not (other than in connection with performing my duties hereunder during my employment) use or disclose such Confidential Information other than (a) to or for Happiest Minds, its authorized employees and such other persons as Happiest Minds may have authorized, (b) as may be required by law and then only after consultation with Happiest Minds to the extent practicable, (c) to my personal advisors for purposes of enforcing or interpreting this Agreement, who in each case have been/will be informed as to the confidential nature of such Confidential Information and their obligation to keep such Confidential Information confidential, or (d) to a court, arbitrator or mediator for the purpose of enforcing or interpreting this Agreement. "Confidential Information" shall not include any information which is in the public domain, provided such information is not in the public domain as a consequence of disclosure by me in violation of this Agreement. Upon termination of my employment for any reason, I shall deliver to Happiest Minds all documents, data, papers and records of any nature and in any medium (including, but not limited to, electronic media) in my possession or subject to my control that (i) belong to Happiest Minds or (ii) contain or reflect Confidential Information.

10.3 Non-Competition

10.3.1 During the period of Employment I shall not, without the written consent of Happiest Minds, in any capacity, whether for my own account or on behalf of any other person or organization, directly or indirectly, with or without compensation, (a) own, operate, manage, control, or otherwise engage in, (b) serve as an officer, director, partner, member, employee, agent, consultant, advisor or developer or in any similar capacity to or (c) have any financial interest in, or assist anyone else with respect to, any business that competes with the business of Happiest Minds as it was configured during the term of my Employment, provided, however, that I shall be permitted to own shares in companies up to 0.5% shareholding in an unlisted India company and 2% shareholding in listed companies.

10.4 Non-compete subsequent to Period of Employment

10.4.1 I acknowledge and appreciate that Happiest Minds has chosen to waive my non-compete requirements after termination of my employment.

10.5 Non-Solicitation of Employees and Customers

10.5.1 **Employees:** During my employment hereunder and for an additional period ending on the last day of the Twelfth (12th) month from my Termination Date (Restricted period), I shall not, in any capacity, whether for my own account or on behalf of any other person or organization, directly or indirectly, with or without compensation, (a) solicit, divert or encourage any officers, directors, employees, agents, consultants or representatives of Happiest Minds (including any subsidiary), to terminate his, her or its relationship with Happiest Minds (including any subsidiary), (b) hire any such officer, director, employee, consultant or representative so solicited, diverted or encouraged, (c) solicit, divert or encourage any officers, directors, employees, agents, consultants or representatives of Happiest Minds (including any subsidiary), to become officers, directors, employees, agents, consultants or representatives of another business, enterprise or entity.

10.5.2 Further, during the period of 12 months from the date of termination of my employment, I will not directly or indirectly (through entities that I may start/help start or through targeted head-hunting) hire any current employees of Happiest Minds (including any subsidiary) or those who have voluntarily left the employment of Happiest Minds (including any subsidiary) within 12 months of their separation.

10.5.3 **Customers:** During my employment hereunder and for an additional period ending on the last day of the Twelfth (12th) month from my Termination Date, I shall not, in any capacity, whether for my own account or on behalf of any other person or organization, directly or indirectly, with or without compensation, (a) solicit, divert or appropriate any customers, clients, vendors or distributors of Happiest Minds (including any subsidiary) in any manner that harms Happiest Minds, or (b) influence or attempt to influence any of the customers, clients, vendors, distributors or business partners of Happiest Minds (including any subsidiary) to transfer his, her or its business or patronage from Happiest Minds to any competitor of Happiest Minds.

10.6 **Remedies for Breach:** I acknowledge that Happiest Minds will suffer irreparable harm as a result of a breach of such restrictive covenants by me for which an adequate monetary remedy does not exist and/or may prove to be inadequate. Accordingly, in the event of any breach by me of any provision of this Agreement, Happiest Minds shall be entitled to approach courts of competent jurisdiction to seek specific

performance, equitable and/or injunctive relief and remedies to restrain or prevent such breach or anticipated breach. Such remedies shall in be in addition to other remedies available to Happiest Minds. Further, during such period of breach, I shall not be entitled to receive any benefits or payments that I may otherwise have been entitled to receive under this Agreement.

10.7 Non-Disparagement: During my employment hereunder and for an additional period ending on the First Anniversary of my Termination Date, I shall not, directly or indirectly, (i) make any statement, whether in commercial or non-commercial speech, disparaging or criticizing in any way Happiest Minds or any of its subsidiaries or affiliates, or any products or services offered by any of these entities, or (ii) engage in any other conduct or make any other statement that, in each case, should reasonably be expected to impair the goodwill or reputation of Happiest Minds; provided, however, that nothing herein or elsewhere shall prevent me from making disclosures or truthful statements required by law or by any court, arbitrator, governmental body or other person with apparent authority to require such disclosures or

statements. In the spirit of mutuality, I expect Happiest Minds also to refrain from making any statements that could impair my goodwill and reputation, other than for making disclosures or truthful statements required by law or by any court, arbitrator, governmental body or other person with apparent authority to require such disclosures or statements.

10.8 Modification: I agree and acknowledge that the duration, scope and geographic area of the covenants described in this Agreement are fair, reasonable and necessary in order to protect the Confidential Information, goodwill and other legitimate interests of Happiest Minds and that adequate consideration has been received by me for such obligations. If, however, for any reason, any court of competent jurisdiction determines that the restrictions in this Agreement are not reasonable, that consideration is inadequate or that I have been prevented unlawfully from earning a livelihood, such restrictions shall be interpreted, modified or rewritten to include the maximum duration, scope and geographic area identified in this Section as will render such restrictions valid and enforceable.

11. Termination without Cause: I understand and agree that either Happiest Minds or I shall be at liberty to terminate this employment without Cause (as defined in Section 9 below); provided, however each shall give the other at least sixty (60) days prior written notice of such termination or resignation; provided further that in the event that Happiest Minds terminates this Agreement without Cause (as defined in Section 9), Happiest Minds shall be required to give me sixty (60) days prior notice (or Sixty (60) days Gross salary in lieu of such notice, payable per the standard payroll practices of Happiest Minds). The date specified in any notice of termination as my final day of employment shall be referred to herein as the “Termination Date.”

12. Termination for Cause: I agree that Happiest Minds or I shall be entitled to terminate this employment immediately without the above notice period, for cause, upon occurrence of any of the following events:

“Cause” shall mean:

- (a) A material failure by me to render services to Happiest Minds in accordance with this Agreement or in accordance with my assigned duties, that continues for a period of 15 days after written notice has been provided to me by Happiest Minds;

- (b) Any action or omission by me involving willful misconduct or gross negligence relating to my duties to Happiest Minds, including without limitation any act of fraud, dishonesty or embezzlement against Happiest Minds or its stockholders;
- (c) My conviction for a felony or a crime of moral turpitude;
- (d) My material breach of any of the provisions of this Agreement or the Confidentiality Agreement unless cured (if curable) within 15 days after written notice from Happiest Minds;
- (e) Any misrepresentation or provision of false information; or
- (f) Breach of integrity
- (g) Dual/Multiple Employment

In case of Dual/Multiple employment, I further agree to refund Gross salary and any other payouts made to me during my employment with Happiest Minds along with liquidated damages of Rs.1 Lacs towards recruitment and legal costs incurred by Happiest Minds.

12.1 I am entitled to terminate this agreement immediately without notice, if Happiest Minds fails to abide by its obligations under this agreement, including payment of remuneration, unless cured within 15 days of written notice to Happiest Minds.

13. **No Assignment:** I acknowledge that the services to be rendered by me pursuant to this Agreement are unique. Accordingly, I shall not assign any of my rights or delegate any of my obligations under this Agreement.

14. **Severability:** I understand and agree that all of the terms and provisions contained in this Agreement are severable and, in the event that any of them shall be deemed unenforceable or invalid by a court of competent jurisdiction, then this Agreement shall be interpreted as if such unenforceable or invalid term or provision were not contained herein.

15. **Arbitration**

15.1 We agree that any dispute or controversy arising out of, relating to, or concerning any interpretation, construction, performance or breach of this Agreement or the Release or any aspects of the employer/employee relationship between Employer and Employee shall be settled by arbitration to be held in Bangalore, under the Arbitration and Conciliation Act, 1996. Happiest Minds will bear the arbitrator's fee and any other type of expense or cost that I would not be required to bear if I were free to bring the dispute(s) or claim(s) in court as well as any other expense or cost that is unique to arbitration. Happiest Minds and I shall each bear our own attorneys' fees incurred in connection with the arbitration.

This arbitration clause relates to the resolution of all disputes relating to this Agreement and all aspects of the employer/employee relationship (except in the case breach of Confidentiality, where Happiest Minds reserves the right to move the appropriate court of law), including, but not limited to, the following claims:

15.2 Any and all claims for wrongful discharge of employment; breach of contract, both express and implied; breach of the covenant of good faith and fair dealing, both express and implied; negligent or intentional infliction of emotional distress; negligent or intentional misrepresentation; negligent or intentional interference with contract or prospective economic advantage; and defamation;

15.3 Any and all claims arising out of any other laws and regulations relating to employment or employment discrimination.

16 Discovery and Intellectual Property Rights/Works

- I will disclose fully and promptly to Happiest Minds, any and all work done during the term of my employment including articles, write ups, reports, commentaries, analysis or drawings produced, inventions, processes, innovations, discoveries, developments, designs, works, techniques, formula improvements, computer programs and other related technical material, (hereinafter called `works`) relating to the activities or business of Happiest Minds which I shall write, discover, conceive, make, generate to practice alone or jointly with others during my term of employment with Happiest Minds and resulting from such employment whether or not they are protectable, patentable and copyrightable.
- Any rights gained from such work, shall belong to Happiest Minds, as the works have been carried out on work, for reward basis during a contract of employment.
- No rights shall be reserved to me.
- I will execute and transfer if necessary, at any time upon Happiest Minds' request, any certification, affidavit or other documents confirming the ownership rights under this head.
- Upon request at any time during or after the term of my employment and at the expense of Happiest Minds, I shall assist Happiest Minds including its attorneys in preparing and prosecuting application for patents or copyrights relating to such works, inventions, processes and other materials.

I will also execute all papers in connection with the performance of all tasks that may be reasonably necessary, to protect the rights of Happiest Minds and to vest in it or its assigns ownership of the works, inventions, applications, copyrights, designs, mask-works and patents herein contemplated.

17. Compliance with Intellectual Property Laws

- I understand that Happiest Minds will provide all materials (computers, software licenses, etc.) to enable me to do my work.
- I will inspect, with the help of competent staff, all materials including computers, within my charge and control as soon as the same is first brought under my charge (including software loaded on the machine's hard disk).
- I will not use any works or data or content, for which appropriate license or rights have not been obtained and shall observe the conditions of all legal works being used by Happiest Minds.
- I will be responsible for, and shall be liable for the consequences of any illegal or pirated works/content or failure to comply with the terms of the license in respect of any works being used by me or which is found on my computer and such willful noncompliance will be treated as breach of Integrity.

18. **Governing Law:** I agree that this Agreement will be governed by the laws of India in the State of Karnataka, without regard to its conflicts of laws.
19. **Entire Agreement:** We agree that Agreement constitutes the entire agreement of the parties hereto, and replaces all prior agreements, promises, representations and understandings between Happiest Minds and me whatsoever concerning the limited subject matter hereof. There are no other agreements, conditions or representations, oral or written, express or implied, which form the basis for this Agreement.
20. **Waiver of Breach:** We understand and agree that the waiver by either me or Happiest Minds of a breach or violation of any provision of this Agreement shall not operate as, or be construed to be, a waiver of any subsequent breach thereof.
21. **Notices:** We agree that any and all notices required or permitted to be given under this Agreement shall be sufficient if furnished in writing, sent by certified or registered mail, return receipt requested, to our respective addresses set forth in the prologue of this Agreement, or to such other address as either of us may specify in writing.
22. **Counterparts; Electronic Execution:** I agree that this Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument. Facsimile or other electronic execution and delivery of this Agreement shall be legal, valid and binding execution and delivery for all purposes.

I acknowledge that I have read, understood and agreed to all the terms and conditions contained in this Appointment Letter and confirm that all the terms contained therein will be binding on both Happiest Minds and me.

I shall be reporting for duty on (dd/mm/yyyy): ____/____/____

Accepted:

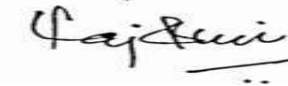
Signature: _____

Name: **Aradhana Sharma M**

Date: _____

Address: _____

For Happiest Minds Technologies Limited



RAJESH SRINIVASAN,
DIRECTOR-TALENT ACQUISITION
Date: **18-Nov-2022**

Ref No: 21053442
13-May-2022



Bhavankumar B U

Dear **Bhavankumar**,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Process Executive - Data** with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. Your place of posting will be **Bangalore**.

Your annual total compensation will be **INR 240,000**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 months** of your experience as relevant in this offer, which will be kept up-to-date in our records.

Your appointment will be governed by the terms and conditions of employment presented in **Employment Agreement**, as well as any rules, regulations and practices currently in place at the time of employment.

We request that you join us on or before **23-May-2022**.

Please note:

- This offer is subject to satisfactory professional reference checks
- This offer is valid for three (3) months from the date of offer. Any extension shall be at the discretion of Cognizant and shall be communicated to you in writing
- Prior to beginning work with Cognizant, you must provide evidence of your right to work in India and other documentation requested by Cognizant

We are delighted to welcome you to the team! You are joining Cognizant at an exciting time, and we know your fresh thinking and expertise will help us accomplish great things.

If you have any further questions or need clarification on this offer, please feel free to contact us.

Best regards,

For **Cognizant Technology Solutions India Private Limited ("Cognizant")**,



Shibu Balakrishnan
Sr. Director-Talent Acquisition

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

Signature:

Date:



FW: OFFER LETTER

Inbox



Syed Sahil 19/12/2022

to me



Hi,

We are pleased to inform you that you have been selected for a job at Concentrix. The details of your employment along with the terms and conditions of the employment are mentioned in the Appointment Letter. Please read through all the clauses mentioned in the 'Appointment letter', 'Expectation Check Document' and other documents carefully before accepting the offer.

As discussed and as per the offer letter shared your CTC is Rs 42,000 INR per annum and your monthly take home salary post PF/Gratuity/ESIC deduction will be Rs 3,679 INR (Pre Tax).

Your shifts are rotational (24/7), predominantly in the evening and night.

Designation - Representative, Operations

Your weekly offs are rotational and your actual work location is **MTP**.



99+





Dear Deshika,

PRIVATE LTD.

WELCOME TO MICROPOINT COMPUTERS

Offer Letter

To,

Ms. Deshika D V,

Mobile No: 7338635110

Dear Deshika,

With reference to your application and to the subsequent interview you had with us, we are pleased to Offer you in our Organization with effect from **28th November 2022**.

Your Designation and emoluments will be as follows:

Designation : **Technical Support Engineer**

Salary : **Rs.25031/- CTC pm**

The following terms and conditions would be mutually followed:

You will be on probation for a period of 6 Months from the date of appointment. The probation period may be extended based on your performance, which may need further training for more skills.

In case you leave the job before completion of probation period you will not be eligible for relieving and experience letters.

Your confirmation will be solely at the discretion of the management. You can take that you are confirmed, if you do not receive termination letter from the management before end of your probation period.

The company will have discretionary power to remove / replace you from the position held even after making you permanent. Which you give consent to, by signing / Accepting this "Offer Letter". The company holds the right to decide on your notice period at time of termination. Offer stands null and void if not accepted on or before 27th November 2022.

The normal working hours and Holidays, shall be applicable as per respective work place requirement and as per management policy.

If you wish to leave our service, you will have to give us Two-month notice. Management can revise any company policy at any point of time.

If you fail to do so your two-month salary will be withheld and will not be paid/recovered. It will also be treated that you have given us consent to inform in writing to the different govt. authorities for withholding the amount accrued till date from the deductions made by the company.

Government taxes like (PT) will be deducted at source as & wherever applicable.

Please submit below mentioned documents for further HR process on or before your joining for further salary process, failing on submission of documents to HR will affect adversely to Salary.

Document Checklist is as follows :-

Aadhar Card

ID proof. (PAN Card)

Education Qualification proof

Professional Qualification proof

Pass Post size photograph - 5

Accepted Resignation Letter copy

Previous Company Relieving & Experience Letter



Document Checklist is as follows :-

Aadhar Card
 ID proof. (PAN Card)
 Education Qualification proof
 Professional Qualification proof
 Pass Post size photograph - 5
 Accepted Resignation Letter copy
 Previous Company Reliving & Experience Letter
 Last three months Current Company Salary Slips
 Bank Details
 Bank A/c No.
 Bank Address
 Bank IFSC Code No / Bank Cancelled Cheque
 Covid Vaccination Certificate
 Police Clearance Certificate
 Reference Details :-
 Professional Reference _____
 Personal Reference _____

Please sign a copy of this Offer Letter as consent and acceptance of the above-mentioned terms and conditions.

We hope to have a long and fruitful association

Thank you and welcome @ MICROPOINT COMPUTERS PVT. LTD

Please find below the Salary Structure – (Per Month)

Salary Structure				
NAME :-	DESHIKA D V	DOJ	28.11.2022	
LOCATION	LT1 - BANGALORE	DESIGNATION	TECHNICAL SUPPORT ENGINEER	
EARNING & REIMBRUSMENT		DEDUCTIONS & RECOVERIES		COMPANY CONTRIBUTION
BASIC + DA	16255	PF	1800	1950
Conveyance	1600	Insurance		300
Medical Allowance	1250	P.TAX	200	
Bonus	1354	GRATUITY		781
Other Allow.	728			
H.R.A	813			
GROSS SALARY	22000	TOTAL DEDUCTION	2000	3031
	NET PAYMENT		20000	
	TOTAL CTC		25031	
PREPARED BY	EMPLOYEE SIGN			
CHECK BY	APPROVED BY			



We hope to have a long and fruitful association.

Thank you and welcome @ MICROPOINT COMPUTERS PVT. LTD.

Please find below the Salary Structure – (Per Month)

Salary Structure				
NAME :	DESHIKA D V	DOJ	20.11.2022	
LOCATION	LT1 - BANGALORE	DESIGNATION	TECHNICAL SUPPORT ENGINEER	
EARNING & REIMBRUSMENT		DEDUCTIONS & RECOVERIES		COMPANY CONTRIBUTION
BASIC + DA	16255	PF	1800	1950
Conveyance	1600	Insurance		300
Medical Allowance	1250	P.TAX	200	
Bonus	1354	GRATUITY		781
Other Allow.	728			
H.R.A	813			
GROSS SALARY	22000	TOTAL DEDUCTION	2000	3031
	NET PAYMENT		20000	
	TOTAL CTC		25031	
PREPARED BY	EMPLOYEE SIGN			
CHECK BY	APPROVED BY			
CHECK BY				

NOTE: P.Y.C IS MANDATORY*

Regards,

Rajesh Nair

IT Service Delivery Manager

Description: Description: Description: Description: Description: Description: Description: Description: Description: Description: Description: Description: Description: CardLogo
Micropoint Computers Pvt Ltd.

17/18, Navketan Estate, Opp. ONIDA,

Mahakali Caves Rd.

Andheri (E), Mumbai - 400 093

Mob : 9833228752

EMAIL ID:- rajesh.nair@mpcl.in



99+



Date: 07/12/2022

Dear Harish.P

Appointment for post of Sales Manager

Our Management is pleased to inform you the opportunity to take part in our Company For the Position of Sales / Marketing Manager, appointing from 07-12-2022. We believe that your skills and Experience will be valuable assets for our company. Be a trend setter and Set an example in the Sales / Marketing Field within your team to Become a leader. Follow the needful tips and guidance from your Team Lead and be in unity for better progress. You are responsible e to report to your team head. As your salary break up statement stated as Salary 460000/- (per annum CTC) and 25% incentive. After informing us about resigning, you shall be serving 2 months of Notice Period, in a week, one day week off. If any employee is breaking the Company rules and going against Company, you are responsible to bring it for attention.

Thanks & Regards

SAJU CHACKO

Sales Head

Windsor Edifices Private Limited

No.81, 36th Cross, 6th Main Road, 5th Block Jayanagar, Bangalore 560 041.

www.windsortrolka.com, www.windsordevelopers.com

Go Green | A little effort goes a long way

DISCLAIMER:

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Thanks & Regards



03/08/2022

HARSHITHA B U

Dear HARSHITHA,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include but not limited to criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. Also, the offer of employment is contingent on you meeting the educational eligibility criteria set-forth during the hiring process and you meeting the qualifying criteria for our training curriculum (including cut-off marks for courses as maybe applicable as well as cut off marks for assessment examinations, jointly and severally). If any of the aforesaid conditions are not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E-sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,
Yours Sincerely,

Lokendra Sethi

[Lokendra Sethi \(Aug 5, 2022 10:32 GMT+5.5\)](#)

Lokendra Sethi
Vice President - Human Resources



03/08/2022

HARSHITHA B U
BELLUR VILLAGE AND HUDIKERI POST
GONIKOPPAL, 571249
India

Dear HARSHITHA,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as Senior Assistant Service Delivery Coordinator at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 19/08/2022.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

Kindly note that considering the current pandemic situation, you are required to work from home. Once the situation normalizes, as determined by DXC, you would be required to report to any of DXC offices across the country based on information provided by your manager.

1.0 Salary

Your Annual Fixed Pay will be INR 280,000.00 per annum.

1.1 Basic Salary

You will be eligible for a Basic Salary which will be INR ₹149,885.00.

1.2. Flexible Benefit Plan (FBP):

You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:

You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

1.4. Gratuity:

You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.5 Insurance



The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium will be borne by the Company and is over and above your Annual fixed pay, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.6 Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick-cum-casual leave per annum. You may utilize your leave as per the company policy.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1. Your job classification detail is as listed below:

Job Function: Delivery Services Group

Job Family: Service Delivery

Job Title (Internal): Senior Assistant Service Delivery Coordinator

Salary Grade: 51000813

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.4 Retirement

You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.5 Notice for Separation/ Termination

- i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.
- ii. Your services can be terminated by either party by giving to the other, a notice of three months in writing (hereinafter referred to as 'Notice Period'). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for three months in lieu of the Notice Period.
- iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to three month's Salary.

2.6 Conflict of Interest



Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.7 Standards of Business Conduct

In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.8 General Conditions

- 1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers
- 2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of its rules and regulations at any time to meet exigencies of business.
- 3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.
- 4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.
- 5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.
- 6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

As discussed you will be entitled to one time joining bonus of INR ₹20,000.00 less applicable taxes and statutory deductions, in the event of you joining us on or before 19/08/2022. The amount will be paid via first payroll cycle after your joining, subject to completion of joining formalities and other documentation. Please note that this amount is paid to you in advance and should you leave the company before completion of one year, the bonus paid to you will be fully recoverable. Any tax liability arising due to recovery of this payment as per income tax act and rules will be borne by you.

Thanking You,
Yours Sincerely,


[Lokendra Sethi \(Aug 5, 2022 10:32 GMT+5.5\)](#)

Lokendra Sethi
Vice President - Human Resources



I accept the above referred Pay and Benefits and the general terms and conditions of employment

Harshitha.B.U

Harshitha.B.U (Aug 5, 2022 11:54 GMT+5.5)

HARSHITHA B U

Aug 5, 2022

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

First Name Middle Name Last Name

Date

Place

Annexure II

Flexible Benefits Plan (FBP)

Job Family: Service Delivery

Title: Senior Assistant Service Delivery Coordinator

1 a. House Rent Allowance

Maximum Limit: 50% Of Annual Basic

Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord

1 b. Actual Rent paid towards Company Leased premises

Maximum Limit: 100% of Annual Basic

Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2018 to 2021.)



Maximum Limit: 20% of Annual Basic subject to a maximum of Rs. 200,000

Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)

Maximum Limit: Rs. 2,400 per annum

Supporting Documentation: Declaration and submission of receipts

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel):
(Per child per month Rs.300)

Maximum Limit: Rs. 7,200 per annum

Supporting Documentation: Declaration and submission of receipts

5. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/ restaurants during the course of the workday)

Maximum Limit: Rs.26,400

Supporting Documentation: As per program guidelines

6. Statutory Bonus – For those earning basic salary up to Rs. 21,000/–pm, statutory bonus is paid towards payment of bonus, payable under the Payment of Bonus Act, 1965.

7. Transport Allowance – Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year

8. Telephone Reimbursement: Telephone and/or Broadband expenses up to INR 1,500 per month

Maximum Limit: INR 18,000 per annum

Supporting Documentation: Declaration and submission of receipts

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.

- a) Transfer of the employee from one city to another.
- b) Change of grade/level.
- c) Change of residential accommodation.
- d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/ she should not draw more than:

- a) 25% of the annual kitty in Q1
- b) 25% of the annual kitty in Q2 & balance of Q1, if any



- c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
- d) 25% of the annual kitty in Q4 & balance of Q1, Q2, Q3, if any

For the purposes of the plan, the quarters will be as follows:

- a) Q1 – April, May, June
- b) Q2 – July, August, September
- c) Q3 – October, November, December
- d) Q4 – January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

- 5. In the event of separation of an employee from the services of the company, only pro-rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.
- 6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.
- 7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

- 1. Originals are required only for verification and will be returned back immediately
- 2. Please carry a printout of this letter when submitting the joining documents.
- 3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer
Original Required for Verification: Yes
No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes



No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied

Original Required for Verification: No

No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license

Original Required for Verification: No

No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license

Original Required for Verification: No

No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name

Original Required for Verification: Yes

No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.

Original Required for Verification: Yes

No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

HARSHITHA B U

1. Consideration and Relationship to Employment. As a condition of my employment with DXC or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. Confidential Information. This Agreement concerns trade secrets, confidential business and technical information, and know-how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:



- (a) to use such information only in the performance of Company duties;
- (b) to hold such information in confidence and trust; and
- (c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company. I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. Proprietary Developments. This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information. Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

- (a) to disclose them promptly to Company;
- (b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
- (c) to assign any right of recovery for past damages to Company; and
- (d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense. I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed by the employee for the employer.

4. Respect for Rights of Former Employers. I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. Work Product. The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. Company Property. I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.



7. Protective Covenants. I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company. I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) **No Solicitation of Customers.** I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with or accepting any order from any customer of Company for the benefit of a Competing Line of Business if I either had business-related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) **No Solicitation of Company Employees.** I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) **No Solicitation of Company Suppliers.** I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company. As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). "Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. Enforcement. I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post-employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements. For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. Relief; Extension. I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary



injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. Severability; Authority for Revision; Assignment; Governing Law. The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. Acceptance by Company. A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. Acceptance by Employee. By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior to my acceptance of such terms.

FOR Company

Lokendra Sethi
Lokendra Sethi (Aug 5, 2022 10:32 GMT+5.5)

Lokendra Sethi
Vice President - Human Resources

FOR Employee



Name : HARSHITHA B U

Harshitha.B.U

Harshitha.B.U (Aug 5, 2022 11:54 GMT+5.5)

Date : Aug 5, 2022