

Ref No: 13740103

28-Aug-2019

Pranaya Bhupalwari



Dear Pranaya,

With reference to the discussions that we had with you, we are pleased to offer you the role of **Process Executive - Data** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**. Your place of posting will be **Hyderabad**.

Your Annual Total Compensation will be **Rs.180,000**. This amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation is presented in **Annexure A**. We would like to inform you that Cognizant has considered **0** months of your experience as relevant, which would be updated in our records.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

We request you to join us on or before **03-Sep-2019**.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer **Annexure B** for more details.

Please note:

- This appointment is subject to satisfactory professional reference checks
- This offer from Cognizant is valid for 3 months only from the date of offer, any extension in said validity shall be at the discretion of the company and shall be communicated to you in writing
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request

We look forward to your joining us. Should you have any further questions or clarifications, please feel free to contact us.

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.

Suresh Bethavandu

Global Head-Talent Acquisition

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

Signature :

Date:

**Principal**  
**Megha Inst.Of Engg.& Tech for Women**  
Edutabad(v) Ghatkesar (M), Medchal Dist T.S-501301

## Annexure A

Name: Pranaya Bhupalwari

Designation: Process Executive - Data

Sl. No.	Description	Monthly	Yearly
1	Basic	8250	99,000
2	Company's contribution of PF #	990	11,880
3	Advance Statutory Bonus***	2000	24,000
4	Special Allowance*	3215	38,580
5	Company's Contribution of ESI @ 4.75% of Monthly Gross minus statutory exclusions	545	6,540
	<b>Annual Gross Compensation</b>		<b>180,000</b>
	<b>Annual Total Compensation</b>		<b>180,000</b>
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	<b>Annual Total Remuneration</b>		<b>196,000</b>

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

- Floating Medical Insurance Coverage
- Round the Clock Group personal accident Insurance coverage
- Group Term Life Insurance Coverage
- Employees' compensation insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act
- Women associates joining Cognizant will be entitled to Maternity leave as per the Maternity Benefit (Amendment) Act, 2017

**Provident Fund Wages**

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

**ESI**

- Monthly ESI contribution will be computed on total remuneration paid to an associate in a particular month which includes any recurring (or) adhoc special payouts during the month
- Contribution to ESI shall be continued till end of the contribution period, if the Associate contributes even for one month in a contribution period

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

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

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

**Note:**

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

Login to <https://onecognizant.cognizant.com>->Total Rewards App for more details.

  
Principal

Megha Inst.Of Engg.& Tech for Women  
Edulabad(v) Ghatkesar (M), Medchal Dist T.S. Jd+301

Regd. Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097

Ref No: 13103188

11-Apr-2019

Thammi Kavya

Dear Thammi,

In continuation to our discussions, we are pleased to offer you the role of **Process Executive - Data** in **Cognizant Technology Solutions India Private Limited**.

You are entitled to an Annual Gross Compensation (AGC) of **Rs.170,004**. The other details about your compensation is presented in **Annexure A**. We would like to inform you that Cognizant has considered 0 months of your experience as relevant, which would be updated in our records. Your place of posting will be **Hyderabad**.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

We request you to join us on or before **15-Apr-2019**.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer **Annexure B** for more details.

Please note:

- This appointment is subject to satisfactory professional reference checks
- This offer from Cognizant is valid for 3 months only from the date of offer, any extension in said validity shall be at the discretion of the company and shall be communicated to you in writing
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request

We look forward to your joining us. Should you have any further questions or clarifications, please feel free to contact us.

Yours sincerely,

**For Cognizant Technology Solutions India Pvt. Ltd.**



Suresh Bethavandu

**Global Head-Talent Acquisition**

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

Signature :

Date:



**Principal**  
**Megha Inst. of Engg. & Tech for Women**  
**Eduabad, Ghatkesar (Mdl),**  
**Medchal Dist-501 301**

## Annexure A

**Name:** Thammi Kavya

**Designation:** Process Executive - Data

Sl. No.	Description	Monthly	Yearly
1	Basic	7800	93,600
2	Company's contribution of PF #	936	11,232
3	Advance Statutory Bonus***	2000	24,000
4	Special Allowance*	2922	35,064
5	Company's Contribution of ESI @ 4.75% of Monthly Gross minus statutory exclusions	509	6,108
<b>Annual Gross Compensation</b>			<b>170,004</b>
<b>Annual Total Compensation</b>			<b>170,004</b>
Company's contribution towards benefits (Medical, Accident and Life Insurance)			16,000
<b>Annual Total Remuneration</b>			<b>186,004</b>

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

- Floating Medical Insurance Coverage
- Round the Clock Group personal accident Insurance coverage
- Group Term Life Insurance Coverage
- Employees' compensation insurance benefit as per the Employees' Compensation Act, 1923
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act, 1972
- Women associates joining Cognizant will be entitled to Maternity leave as per the Maternity Benefit Act, 1961

# PF is contributed at 12% of your basic. If you are an International worker, it is contributed at 12% of your monthly gross compensation excluding HRA

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

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

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

### Note:

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Principal  
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Edulabad, Ghatkesar (Mdl),  
Medhhal Dist-501 301

## Annexure A

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**Designation:**

Process Executive - Data

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Principal  
Megha Inst. of Engg. & Tech. for Women  
E. V. G. V. Ghatge (M)  
T.S-50-301

Ref: 817026/1892881/Permt

Date: 10th June, 2021

Mohd Ruksana  
5-3-47, Station Basthi, Near MRO Office  
Govind Center Yellandu, Badradri, Kothagudem - 507123  
Phone No: 9398449279

## Subject - Offer of Appointment

Dear Mohd Ruksana,

It is our pleasure to welcome you to Tech Mahindra Limited.


1. With reference to our discussions, we are pleased to offer you appointment in our Organization as **Associate - Technical Support** on **U1** band, operating out of our **Hyderabad** office.
2. Your "Annual Total Cash Compensation" will be **Rs. 210000 (Rupees Two Lakhs Ten Thousand Only)**. Please refer **Annexure-A** for details on the compensation and statutory deductions.
3. Your remuneration package is strictly confidential between you and here after, referred as The Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.
4. Your employment with us will be governed by terms and conditions as specified in **Annexure-B**.
5. You are required to join on **11th June, 2021** at the below mentioned location. The Offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing.
6. On the date of joining, you are requested to report to **C Alekhya at 12:00 PM** to complete the joining formalities at **Tech Mahindra Limited, SEZ Gate, Jubilee Enclave, Hitech City, Hyderabad - 500081**. At the time of joining, you are expected to carry originals of the documents as per **Annexure - D** and submit the copies of the same to the HR Team.
7. Please note that this Offer is subject to your being given a clear background check either at the time of reporting/joining or thereafter depending upon our receipt of the background check report from the agency.
8. Kindly acknowledge acceptance of this Offer of Appointment by signing and returning the 'acceptance copy' to **C Alekhya** latest by **11th June, 2021**.

  
**Principal**  
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9. For any clarification / further Information on-

- Employment terms and conditions, please get in touch with **Offers Team** (E-Mail: [SM00592470@TechMahindra.com](mailto:SM00592470@TechMahindra.com))

For Tech Mahindra Limited



**Mukul Sah**

**Group Function Head (Support) – Human Resource**

**Encl:** Annexure-A (Salary Structure), Annexure-B (Important / Indicative Terms & Conditions of Employment), Annexure-C (Medical Self declaration), Annexure-D (Check List of Documents), Annexure-E (Confidentiality Agreement), Annexure F – Intellectual property Assignment, Annexure-G – General Covenant, Annexure H -(Code of Conduct and Ethics).

Accepted

Date:

Signature of Candidate:



**Principal**

**Megha Inst.Of Engg.& Tech for Women**  
Edulabad(v) Ghatkesar (M), Medchal Dist T.S-501301

## Annexure – A

NAME	Mohd Ruksana	
TITLE	Associate - Technical Support	
BAND	U1	
LOCATION	Hyderabad	
<b>COMPONENTS</b>	<b>Per Annum</b> (All figures in Indian Rupees)	
BASIC (@30% OF TOTAL FIXED PAY)	54004	
HRA (@70% OF BASIC)	37803	
TRANSPORT ALLOWANCE	12000	
BONUS / STATUTORY BONUS	10801	
EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND (@12% OF BASIC PAY)	6480	
EMPLOYER'S CONTRIBUTION TO ESI (3.25% OF TOTAL SALARY COMPONENTS)	6092	
PERSONAL PAY	52834	
<b>TOTAL FIXED PAY..... (A)</b>	<b>180014</b>	
<b>TOTAL VARIABLE PAY (TVP)..... (B)</b>	<b>20002</b>	
<b>ADDITIONAL BENEFITS..... (C)</b>	<b>9985</b>	
GRATUITY	2598	
INSURANCE PREMIUMS (towards GTLI, GMIP AND GPAI)	7387	
<b>TOTAL COST TO COMPANY..... (D) = (A) + (B) + (C)</b>	<b>210000</b>	

Additional Benefits : In addition to the above, you will also be eligible for the below-mentioned benefits -

**i) \*Transport Allowance:**

- Applicable, only if company transport is not availed.

**ii) \*\*Payment of Bonus:** The provisions of Payment of Bonus Act, 1965, as amended from time to time are currently applicable to you.

**iii) \*\*\*Performance Incentive** would be payable to you starting from your Go Live Date. Maximum amount based on 100% performance; however, the actual payout shall be based on individual performance against set targets and / or performance of the organization. The Performance incentive will be paid-out as per existing company policy.

  
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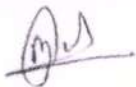
**iv) Insurance:**

- a) **Group Term Life Insurance Coverage:** You would be covered under the existing Group Term Life Insurance scheme of the company applicable to the employees in your respective grades as per the company policy and the same will be paid to the respective nominated beneficiary on the unfortunate death of the employee.
- b) **Hospitalisation coverage:** You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of **Rs. 3 lakhs** (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrollment of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be **Rs. 2 lakhs**.
- c) **Group Personal Accident Insurance (GPAI) coverage:** You would be enrolled under the Company's GPAI scheme with a cover of upto Rs. 5 lakhs payable in case of permanent disablement arising out of any unfortunate event of an accident.

**Notes:**

- a) Performance Incentive will not be payable if you have resigned and are serving notice period or are not on the company rolls on the date of disbursement
- b) Performance Incentive would be subject to Tax deduction as per Income Tax Act
- c) The Company reserves the right to amend, modify, rescind / reinstate the above mentioned schemes partly or completely at any point of time.

With Best Wishes,  
For Tech Mahindra Ltd.



Mukul Sah  
Group Function Head (Support) – Human Resource

Accepted by :

Location :  
Date :



Principal

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## Annexure – B

### 1) Employment Agreement

#### a) Code of Conduct

During the period of your employment, you will work honestly, faithfully, diligently and efficiently for the growth of The Company.

#### b) Secrecy

You are expected to maintain utmost secrecy with regard to the affairs of The Company and shall keep confidential any information, whether written or oral, which relates to internal controls, computer or data processing programs, algorithms, electronic data processing applications, routines, subroutines, techniques or systems, or information concerning the business or financial affairs and methods of operation or proposed methods of operation, accounts, transactions, proposed transactions, security procedures, trade secrets, know-how, or inventions of Tech Mahindra Limited. or its Affiliate, or any client, agent, contractor or vendor. You shall not disclose the identities and other related information of any of its clients.

Breach of this provision shall be treated as a gross violation of the terms herein and your services are liable to be terminated.


c) Employee data – By accepting this Offer and furnishing your personal data to the Company, You are according your irrevocable consent to Company to possess, deal with or handle Your sensitive personal data either by itself or through any third party agency during the term of your employment with the Company subject however to the terms of the Privacy Policy of the Company. You are aware that your personal data is confidential in nature and Company shall process the same in the course of its business, in terms of its privacy policy with due and reasonable care.

#### d) Conflict of Interest

Your position with The Company calls for whole time employment and you will devote yourself exclusively to the business of The Company. You will not take up any other work for remuneration (part time or otherwise) or work on advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business, during your employment with The Company, without written permission from The Company. Contravention of this will lead to termination of your services from The Company without any notice, with or without any liability on the part of The Company for payment of any compensation in lieu of such notice as per the procedure mentioned in Section 3.

#### e) Non-Solicitation / Non-Compete

You acknowledge that you have signed Covenant against Disclosure and Covenant Not to Compete/Non-Solicitation ("Covenant"), which is incorporated into this Agreement by reference and is made a part of this Agreement and that it constitutes an integral part of the terms of your employment. In the Covenant, you have

  
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agreed that for a period of twelve months following termination of your employment for any reason whatsoever you also confirm and agree that these restrictions are reasonable and are legitimately required to protect the business interest of the Tech Mahindra Ltd.

- (i) You will not solicit business and/or sell services/products or build business relationship with customers, you were directly or indirectly involved with, during your tenure in Tech Mahindra Ltd
- (ii) You will not interfere with its business relations, including but not limited to soliciting or providing services to any of Tech Mahindra's clients (except as directed by Tech Mahindra Ltd), directly or indirectly.
- (iii) You will not be employed by a client of Tech Mahindra Ltd for which you performed services while employed by Tech Mahindra.
- (iv) You will not solicit or induce Tech Mahindra Ltd associates to join a client or to compete with Tech Mahindra Ltd.
- (v) You undertake not to solicit or induce or endeavor to solicit or induce any consultant, supplier or service provider to cease to deal with the Company and shall not interfere in any way with any relationship between a consultant, a supplier or a service provider and the Company.

**f) Exclusivity of Services, Publications, Gifts/Anti-bribery**

You shall devote all work efforts exclusively to The Company and the furtherance of its interests. Any engagement in additional activities for remuneration or any direct or indirect participation in other enterprises of any kind requires the prior written consent of The Company. The Company's consent shall not be required for ordinary acquisitions of shares or other participation for investment purposes. Membership in the board of directors or supervisory board of other enterprises shall be subject to The Company's prior written consent. Any publications and lectures by you on topics relating to The Company's business or interests shall be subject to The Company's prior written consent.

You agree, to not accept or demand loans, rewards or other benefits, or promises thereof, from The Company's clients or other persons with whom the Associate has official or business contacts in the context of the Associate's activities for The Company, without The Company's prior written consent.

You hereby covenant and undertake that you will:

- Not engage in any actions that are, or could be seen to be, bribery of foreign public officials as described in the OECD Convention on Combating Bribery of Foreign Public Officials in International Business Transactions, the Foreign Corrupt Practices Act of the United States of America (the "FCPA"), the Anti-Terrorism, Crime and Security Act 2001 and Bribery Act, 2010 of the United Kingdom of Great Britain and Northern Ireland; and
- Comply with all United Kingdom, United States, German and other Applicable Law prohibiting bribery and in doing so will provide nothing of value to any government official.

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- Not directly or indirectly offer or have offered or give or given or agree or agreed to give or given to any person any gift, success fee, rebate or consideration of any kind whatsoever including speed or facilitation money or indulge in any activity as an inducement or reward for influencing or carrying out any act and specifically in relation to any business opportunity or a customer including for the purposes of collection or for showing any favour or disfavour to any person or persons in relation to such performance.
- You hereby agree not to involve in receiving any gift/bribery during your tenure with the Company. You shall abide and follow the Company's anti-bribery policy which is hereby incorporated for reference. This Company policy shall be amended from time to time.

**g) Confidentiality / Non-Disclosure**

- a) You must return to The Company, upon request, and in any event, upon termination of your employment, all documents and tangible items which belong to The Company or which refer to any confidential information and which are in your possession or under your control.
- b) You must, if requested by The Company, delete all confidential information from any reusable material and destroy all other documents and tangible items which contain or refer to any confidential information and which are in your possession or under your control.
- c) All software, systems, ideas, concepts, designs, documentation or any other material produced by you, during the period of your assignment to the Tech Mahindra will either be Intellectual Property of the Tech Mahindra or that of its customers. You will not have any rights to such material as described above.

You shall execute / sign the Confidentiality Agreement as and when required by Tech Mahindra Limited or the Client.

**h) Non-Disparagement Obligations**

You covenant and agree that, during the term of your employment and anytime thereafter, neither you nor any of your legal heirs or any person acting on your/their behalf, will in any way publicly disparage, bring into disrepute, defame, libel, slander or otherwise criticize the Company, its subsidiaries, affiliates, successors, assigns, officers, directors (including any former directors/ officers of the Company or its subsidiaries), employees, shareholders, agents, attorneys or representatives, or any of their clients, customers, partners, other service providers, or any of their products or services, in any manner that would damage the business or reputation of the Company or any of its clients, customers, partners, other service providers. Any violation of this section shall necessitate an investigation and appropriate disciplinary action including termination from the services and/ or appropriate legal action.

  
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## 2. Assignments/Transfer/Deputation

Though you have been engaged for a specific position, The Company reserves the right to send you on training/deputation/secondment/transfer/assignments to sister companies, associate companies, clients' locations or third parties whether in India or abroad. In such case, the terms and conditions of service applicable to the new assignment will govern you.

You shall, only at the request of The Company, enter into a direct agreement or undertaking with any customer to whom you may be assigned/seconded/deputed accepting restrictions as such customer may reasonably require for the protection of its legitimate interests.

## 3. Termination of Employment

- (a) Either party can terminate this employment by serving a notice of **60** days on the other. The Company may at its absolute discretion make a payment representing salary (basic) in lieu of notice of termination. However, for cause like misconduct, gross negligence, willful insubordination or disobedience, misbehavior or non-performance, Tech Mahindra Limited, may terminate your services with immediate notice. The Company shall have the right to place you under suspension on subsistence allowance and benefits as applicable pending any investigation into potential dishonesty, gross misconduct, misappropriation, gross negligence, fraud or other circumstances, which expressly provides for termination of your employment which if proved, would entitle The Company to dismiss your services summarily.
- (b) In the event of your serving on The Company a notice of termination of employment by submitting a resignation letter, your release will be governed by the relevant policies in force at that point in time, subject to satisfactory handing over of your duties, responsibilities, Company documents, Company assets, etc. to the relevant parties.
- (c) In case of Associates who are governed by any other service agreement(s) for serving a minimum stipulated period, the associate will need to mandatorily fulfill requirements of **Clause 3(a)** along with applicable exit policy clauses under stipulated service period agreed to and provided therein.
- (d) Unauthorized absence or absence without permission from duty for a continuous period of 7 working days would make you lose your lien on employment. In such case your employment shall automatically come to an end without any notice of termination.
- (e) You will be governed by The Company's laid down Code of Conduct and if there is any breach of the same or non-performance of contractual obligation or the terms and conditions laid down in this agreement, your service could be terminated as per the procedure mentioned in **Clause 3(a)** herein above. The Company further reserves the right to invoke other legal remedies as it deems fit to protect its legitimate interests.
- (f) Reference check will be made from your previous employers and other references as may be deemed appropriate. In case there is any adverse report against you which may be detrimental to the interests of The Company or if the information furnished by you is not true, The Company reserves the right to terminate your services as per the procedure mentioned in **Clause 3(a)** herein above on the grounds of misrepresentation of facts.

*W. Srinivas*  
**Principal**  
**Megha Inst. Of Engg. & Tech for Women**  
Edulabad(v) Ghatkesar (M), Medchal Dist T. 508104

- (g) In addition to The Company's right to carry the above verifications, you shall fill in and sign the Criminal Disclosure Declaration Form. In the event you have been accused, charged and/or convicted for any criminal offence, at any time whether prior or subsequent to your joining The Company, you shall make full disclosure of the same and furnish all necessary documents in support thereof. In the event you have been accused, charged and/or convicted for any criminal offence, your joining shall be subject to specific written confirmation from The Company. The Company at its sole discretion reserves the right to terminate your employment as mentioned in **Clause 3(a)** or take appropriate disciplinary action against you or revoke this Offer Letter. In the event of suppression of any facts, The Company shall be entitled to take such other action at any time as it may deem fit.
- (h) The Company reserves the right to carry out banned/ illegal drugs/narcotic substance screening tests on you at any point of time during your tenure. You understand and acknowledge that this is a requirement and you have no objections whatsoever if such checks, banned/ illegal drugs/narcotic substance screening tests and verifications are carried out by The Company or a third party agency engaged by The Company. Arising out of such verification or check or otherwise, if it is detected that the information furnished by you in your application is mis-stated or is unstated or document submitted by you are not correct or banned/ illegal drugs/narcotic substance screening tests, results are positive, The Company shall, at its sole discretion be entitled to fore with terminate your employment as per the procedure mentioned in **Clause 3(a)** herein above and/or revoke your appointment with The Company, without further reference in the matter.

#### 4. Statement of Facts

- (a) It must be specifically understood that this offer is made based on your proficiency on Technical/Professional skills you have declared to possess as per the application, and on the ability to handle any assignment/job independently anywhere in India or overseas. In case, at a later date, any of your statements/particulars furnished are found to be false or misleading, or your performance is not up to the mark or falls short of the minimum standards set by The Company, The Company shall have the right to terminate your services forthwith without giving any notice, notwithstanding any other terms and conditions stipulated herein.
- (b) You confirm and represent that there exists no personal circumstances which are likely to affect your liability to discharge your obligations in the course of your employment. You further undertake to notify, your line manager and HR Manager immediately of any material change in personal circumstances that may have impact on the status of your employment including, but not limited to, criminal convictions and/or cases pending, health issues, right to work in the country where work is to be performed etc.

#### 5. Company Policies

You are required to comply with all the policies of the Company including but not limited to the Code of Ethical Business Conduct, the Policy on Prevention of Sexual Harassment and such other policies, as communicated to the associates of Tech Mahindra from time to time. In case of any violation or failure to comply with such Company Policy/policies, the Employee shall be subjected to the disciplinary action as per company policy. These policies are available on Tech Mahindra's intranet. You are requested to visit the site at frequent intervals to get all updates / changes. By signing a copy of this letter, you are consenting that you will visit the intranet site and get familiar with Tech Mahindra's policies.

  
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Tech Mahindra reserves the right to interpret, change, suspend or terminate any of its benefits, policy plans or programs in accordance with its needs from time to time.

## 6. Personal Indebtedness

Tech Mahindra Limited shall not be responsible for personal indebtedness or other liabilities incurred by you, during/prior to your employment with Tech Mahindra Limited. You understand and accept that you shall have no authority to pledge the credit of Tech Mahindra Limited to any person or entity without Tech Mahindra Limited's prior written authorization.

## 7. Restraints

### Access to Information

Information is available on need to know basis for specified groups. The network file server is segregated to allow individual sectors for projects and units. Access to these are authorized through access privileges approved by unit Mentors or Project Mentors.

### Authorization

Only those authorized by a specific power of attorney may sign legal documents, representing The Company.

### Smoking

We owe and assure a smoke free environment for our Associates. Barring some areas, the entire office premises including conference rooms, lobbies, is declared as "No-Smoking Zone".

### Passwords

Access to our network, development environment and MS-Exchange is through individual's password. For security reasons it is essential to maintain confidentiality of the same.

### Unauthorized Software

You shall not install, download, copy and duplicate any unauthorized or unlicensed software, programs, games, attachments on to your computer systems.

### Security

Security is an important aspect of our communication and office infrastructure. We have security personnel deployed on all the floors who take care of the security. Those of you who wish to work late or early hours are requested to produce their identity cards to the Security personnel on demand. If there is a need to take some of the equipment's/infrastructure out of the office premises for any reason the associate shall obtain the gate pass from the security staff after the authorization from your mentor.

*Usem*  
**Principal**  
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The communication security is maintained by controlling physical access to computer systems, disabling all workstation floppy disk drives, and a Company-wide awareness about the need for protection of intellectual property and sensitive customer information. For some projects, The Company uses sophisticated data encryption devices. Your work table and storage space is lockable. Please ensure they are locked when unattended. Duplicate keys are maintained with Security. One can take a duplicate key after signing for it for one's own or team member's table or storage.

(a) **Destroying Papers & Material**

Any official communication, which is confidential in nature, shall be destroyed through paper shredder after the purpose is served.

(b) **Use of Company Resources**

(i) You shall use The Company's resources only for official purposes as per the applicable Company policy.

(ii) The Company shall have the right to access the files, folders and data stored in the official laptop provided to you by the Company and to keep track on individual users activity and logs stored in the official laptop. Further the Company may also monitor the emails and email traffic in your official mail id provided by the Company as measure to ensure compliance with Company's policies and network security. You also authorize the Company representative to access all the data and information stored under your mail id during and after employment with the Company and this access is provided under the applicable data privacy laws. You also expressly waive any other rights as may be available under the applicable Data Privacy laws against the Company for providing such access.

(iii) You shall access only those web sites, which are relevant to your work at hand.

(iv) You shall not use any company resource for hacking or other unethical / illegal activities.

(v) You shall not circulate or distribute offensive/pornographic material through e-mail or in any other manner.

8. **Overseas Service Agreement**

As The Company will be spending substantial amount of time and money for your deputation /secondment abroad, you may be required to sign a deputation agreement with The Company and may also be required to execute a Surety Bond on such terms, as The Company may deem appropriate. (This agreement will consist, inter alia, of issues like (i) your commitment to complete the project (ii) your returning to India after completion of the project and serving The Company for a stipulated period).

  
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## 9. Intellectual Property Rights

You agree to disclose any invention, development, process, plan, design, formula, specification, program or other matter of work whatsoever (collectively "the Inventions") created, developed or discovered by you, either alone or in concert, in the course of your employment and the same shall be the absolute property of The Company. Any Intellectual Property Rights and rights to inventions arising out of your activities hereunder, or if ownership rights cannot be transferred under applicable law, any exploitation rights relating thereto, shall be transferred to The Company in accordance with applicable law. You shall, as and when requested by The Company (at Company's cost and expense), assist The Company in perfecting the Intellectual Property Rights in any manner The Company deems fit. You shall execute/sign the Intellectual Property Rights Assignment document as and when required by Tech Mahindra Limited or the Client.

## 10. Jurisdiction

Even though The Company may depute you overseas for on-site work or to any other location in India, the jurisdiction concerning any dispute arising out of your employment will be in the courts in **Mumbai** only.

## 11. Retirement

Your services with the Company will come to an end immediately upon your attaining the age of retirement as per the then prevailing policy of the Company. For the purpose of determining this, the age recorded with The Company shall be considered as final and conclusive.

Termination of employment may also be initiated earlier by either party by serving prior written notice on the other, as per the notice period stipulated in this letter.

## 12. General

The above terms and conditions including those in Annexure - A (Salary break up) are based on Company policies, procedures and other rules currently applicable in India as well as Overseas and are subject to amendments and adjustments from time to time. In all services matters, including those not specifically covered here such as Traveling, Leave, Working Hours, Retirement, Code of Conduct, etc. you will be governed by the rules of The Company as shall be in force from time to time.

13. You shall be present in the office during normal working hours as specified in the policies or during hours expressly designated for you in writing. Depending on organizational requirement or project contingencies your working hours / work days may be modified/ altered from time to time. The Company does not encourage overtime work and accordingly does not have a policy for payment of overtime.

14. You shall provide details regarding the utilization of your time by entering the same into Tech Mahindra Limited's electronic timesheet system on a daily basis. In case you are attached to any project where the client

*Megha*  
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PROCEEDINGS OF THE ASSISTANT DIRECTOR SURVEY AND LAND RECORDS  
SANGAREDDY DISTRICT  
PRESENT:- SRI.T.MADHUSUDAN

Proc.No.A4/801/2018

Date: 01-8-2018

Sub:- Establishment – Survey and Land Records Dept – Recruitment of Deputy Surveyors posts vide notification No. 34/2017 – Provisional list Communicated by the TSPSC, Hyderabad – Appointment of Deputy Surveyor Orders – Issued

- Ref:-1) Secretary, TSPSC, Hyderabad Letter No. 606/Recct,P-1/2/2016  
2) Intimation letter to all selected candidates dt. 29-06-2018  
3) Intimation letter to all selected candidates dt.23-07-2018.  
4) Commissioner & Director of Survey Settlements and Land Records, Telangana State Hyderabad Lr.No. E2/198/2015, dated 23-7-2018.  
5) Note Approved by the District Collector, Sangareddy District dated:01-08-2018.

**ORDER:-**

\*\*\*\*\*

The Commissioner & Director of Survey Settlements and Land Records, Telangana State Hyderabad has stated that the Secretary, TSPSC, Hyderabad has sent the Unit List containing the particulars of Two hundred and Seventy Three (273) provisionally selected candidates for the post of "Deputy Surveyor" in Survey, Settlements and Land Records Department vide Notification No. 34/2017 along with their Applications and attestation forms.

The Secretary, TSPSC, Hyderabad has communicated the List of selected candidate for appointment to the post of "Deputy Surveyor" in District maintenance unit vide reference 1<sup>st</sup> cited.

Accordingly, under Rule 11 of the AP State & Subordinate Service Rules 1996 (adaption to the State of Telangana vide Gazetted No. 97, dated:28-05-2016 of GAD (Service-D) Dept.) and G.O.Ms.No. 340 GA (SerD) dt:23-07-99, and rule 10 (2) of A.P. Survey and Subordinate Service Rules, 2001 (adaption to the State of Telangana) the following candidates are appointed as Deputy Surveyor against the Roster Point noted against their names of O/o the Assistant Director Survey and Land Records Sangareddy District in the time scale of rs. 22460-640-23740-700-25840-760-28120-820-30580-880-33220-950-36070-1030-39160-1110-42490-1190-46060-1270-49870-1360-53950-1460-58330-1560-63010-1660-66330.

Sl. No	Regd.No.	Name of the candidate	Date of Birth	Sex	Community	Roster Point
1	1734006446	Kamtan Pavan Kumar	18-10-1995	Male	BC-D@OC(G)-UR	26/2
2	1734024812	Yelugonda Sai Baba	10-05-1993	Male	BC-B@OC-(G)-L	37/2
3	1734007237	Bayagalla Saikiran	07-06-1992	Male	SC@SC(G)-UR	27/2
4	1734016318	M. Prashanth	09-06-1992	Male	BC-A@BC-A(G)-L	29/2
5	1734015946	Kethavath Charan	02-08-1997	Male	ST@ST(G)-L	33/2
6	1734009281	Mangali Sumalatha	24-01-1996	Female	BC-A@OC(W)-L	34/2
7	1734004046	Cherukur Samuel Jason	29-11-1993	Male	BC-C@BC-C(G)-L	14/2
8	1734007057	Nazeemunissa	11-04-1995	Female	BC-E@BC-E(W)-L	19/2

**Principal**

The appointment is purely temporary subject to following conditions:  
1 The candidate appointment under the Contributory Pension scheme as per G.O.Ms.No. 653F(Pen.I) Dept, Dt. 22-09-2004.

2 The candidate appointment is purely temporary and is liable to be terminated at any time without prior notice and without assigning any reason is thereof.

**ZAMIL STEEL BUILDINGS  
INDIA Pvt. Ltd.**

Registered Office:  
Office No. 101, First Floor, Almonte Software Park, S. No. 8,  
Plot No. 2, Kharadi, Pune 411014, Maharashtra, India.  
CIN: U74210PN2003PTC131123  
Phone: +91 20 6719 4200 Fax: +91 20 6719 4349



A Subsidiary of  
Zamil Industrial Investment Co.  
(A Joint Stock Company)

Saudi Arabia.  
An ISO 9001:2015, ISO 14001:2015,  
OHSAS 18001:2007, and FM Approved Company

Ref: ZS/HR/001/2021/199

25<sup>th</sup> June, 2021

To,

**Allakonda Swapna**  
Eiffel Tech Solutions Pvt Ltd  
Hyderabad.

Subject: Offer of Employment

Dear Ms. **Allakonda Swapna**,

We are pleased to offer you the position of GET in Engineering Department (Location-Pune) with our Organisation on an annual salary of Rs. 3,00,000/- (Rupees Three lac only) details of which are shown in the attached Annexure.

Your CTC is inclusive of Festival Allowance/Exgratia, if any, as per the Payment of Bonus Act, Gratuity, Coverage for Group Personal Accident Policy and Group Mediclaim Policy.

You are requested to join on or before 5th July, 2021 at our Pune Head Office, failing which this offer stands cancelled.

Yours Sincerely,

For ZAMIL STEEL BUILDINGS INDIA PVT LTD.

Authorised Signatory



  
**Principal**  
Megha Inst. Of Engg. & Tech for Women  
Echubad(v) Ghatkesar (M), Medchal Dist T.S-501301

**Plant Address:** Plot No. B-32/2 MIDC Rajangaon, Vill-Dhoksangavi, Tal-Shirur, Dist-Pune- 412209, Maharashtra, India. T: +91 02138 611300

**Sales Offices:** Pune, Mumbai, Nagpur (Maharashtra), Vadodara (Gujrat), New Delhi (Delhi), Kolkata (West Bengal), Bhubaneswar (Orissa), Hyderabad (Telangana), Bangalore (Karnataka), Chennai (Tamil Nadu), Cochin (Kerala)

**Other Manufacturing Facilities (ZIHC):** Dammam (KSA), Ras-Al-Khaima (UAE), Cairo & Sadat (Egypt), Hanoi, Ho chi min City (Vietnam)

Name Allakonda Swapna  
Department Engineering

Component	Monthly Salary	Annual Salary
Basic	15,000	180,000
House Rent Allowance	4,500	54,000
Other Allowance	195	2,344
Uniform Allowance	1,250	15,000
Employer PF	1,950	23,400
GPA Premium*	27	324
Bonus	583	7,000
Festival Allowance / Exgratia	667	8,000
Gratuity*	720	8,640
Mediclaime Premium*	108	1,292
<b>Grand Total CTC</b>	<b>25,000</b>	<b>300,000</b>

The terms and conditions of employment shall be as under:

- ❖ You will receive allowances as mentioned above.
- ❖ Bonus, Gratuity, Provident Fund will be applicable as per the provisions of relevant enactments.
- ❖ Your employment will be subject to "Fit for Job" certificate by Pre-Employment Health checkup arranged by the Company.
- ❖ Medical benefits for Self, Spouse and Two Children (upto 25yrs old) as per the policy of the Company from the date of Joining till the date of Separation for any reason whatsoever.
- ❖ You will be on the Training period for One year. If your performance during Training is not found satisfactory, the training period may be extended further at the sole discretion of the management.



Authorised Signatory  
Ms. Anupama Chavan  
DGM-HR & Admin



- I have gone through the offer letter and the terms mentioned therein are acceptable to me. I shall join the services of the company with effective from \_\_\_\_\_

Ms. Allakonda Swapna

  
**Principal**  
**Megha Inst. Of Engg. & Tech for Women**  
Edulabad(v) Ghatkesar (M), Medchal Dist T.S-501301

July 16, 2018

Ms.Pittala Madhuri,  
2-63/2,  
Mallikarjuna Nagar,  
Peerzadiguda, Boduppal, Uppal,  
Hyderabad-500039

Ref:HDBFS/18-19/HRIC5141/App/101999

Dear Ms.Pittala Madhuri,

**LETTER OF APPOINTMENT**

Further to your application and subsequent discussions for employment, HDB Financial Services Limited ("Company") is pleased to appoint you as TRAINEE - RPM - CREDIT CARDS on the terms and conditions as set out below.

Your Total Salary per annum is set out as attached in Annexure A. All remuneration, benefits and perquisites will be taxed in accordance with the provisions of Income Tax Act, 1961 and any other enactments in force from time to time.

**Terms and Conditions:**

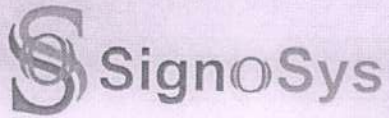
- a) You will be on probation for a period of 6 (six) months from the date of your employment. Subject to satisfactory performance during probation, your employment will be confirmed in writing. The Company shall have the absolute right to terminate your employment during the probation period by giving you 15 (fifteen) days' notice or salary in lieu thereof if your conduct, attendance, progress or performance is found to be unsatisfactory or for any other reason as the Company may in its sole discretion deem fit. If you wish to leave the employment with this Company during your probation period or post confirmation, you will mandatorily have to serve a minimum notice period of 1 (one) month or pay to the Company an amount equivalent to your 1 (one) months' salary in lieu of such notice period. It is clarified that, in the event of a termination of this Agreement by you, the decision whether or not to accept salary in lieu of the notice period will rest solely with the Company and you may be required to serve the applicable notice period instead of paying to the Company an amount equivalent to your salary in lieu thereof.

Your appointment will be subject to the Company receiving satisfactory references and Contact Point verifications. You are required to furnish the name(s) of the references, who have supervised you in a professional capacity at some stage in your academic / professional career as may be required by the Company.

Your duties and responsibilities will be explained to you on your joining the Company.

Your initial place of posting will be at Hyderabad. You are initially assigned to services at our client premises, URYODAYA - 1147. The Company reserves the right to change the duties assigned to you, transfer you, temporarily or permanently, to any other office / branch, subsidiary or associate of the Company or to any other place of business of the Company that is in existence or may come into existence at a future date. The Company further reserves the right to transfer you from one shift to another, depending upon the exigencies of work.

  
**Principal**Registered Office : Radhika, 2nd Floor, Law Garden Road, Navrangpura, Ahmedabad 380 009 501301  
Edulabad(v) Ghalesar (W), Mecheda Dist. 751 001



## SignoSys Technology Private Limited

4-7-42/1/301, 3<sup>rd</sup> Floor, Sri Balaji Trade Center,  
Bapuji Nagar, Nacharam, Hyderabad - 500 076.  
Phone No. 040 - 40267649

5<sup>th</sup> November 2018

M. SADHANA,  
D/o M. PRABHAKAR,  
H No: 2-20-69/5/A,  
New Ram Nagar Colony,  
Chilkanagar, Uppal,  
Hyderabad -500039.

Dear M. SADHANA,

We are pleased to offer you employment at SIGNOSYS TECHNOLOGY PVT LTD., after successful completion of interview.

We are here by offering you for the position of Associate Data Processing Executive after successful completion of Training. Your Starting date will be 09<sup>th</sup> November 2018. You will be placed under Training for three months thereafter, based on your performance you will be placed to above said position.

If you choose to accept this offer contact our organization on or before 07<sup>th</sup> November 2018.

We look forward to welcoming you as a new employee at SIGNOSYS TECHNOLOGY PVT LTD.

Sincerely,

For SIGNOSYS TECHNOLOGY PVT LTD

Authorized Secretary



  
**Principal**

**Megha Inst. Of Engg. & Tech for Women**  
Edutabad(v) Ghatkesar (M), Medchal Dist T.S-501301



## APPOINTMENT LETTER

5 March, 2021

Dear **GEETHASRI VASALA**,

This is with reference to discussion you had with us recently. We are pleased to offer you the position of a **Associate** on the following terms:

### 1. Place of Employment and Timing:


1. Your initial place of work will be at **IN-Hyderabad**. However, your services are transferable, and may be assigned, after reasonable notice, to any location in India or abroad where the company or its affiliates conducts business. The duties to be performed by you hereunder shall be performed in such locations as are reasonably necessary or appropriate to carry out your duties hereunder, subject to reasonable travel requirements on behalf of the Company from time to time.
2. You will be expected to attend office - except when traveling on business during working hours/shifts as may be decided by the Company.

### 2. Compensation and Benefits:

1. Compensation. As compensation for services to be rendered pursuant to this letter, the Company shall pay you an annual basic salary of **Rs 85600**. Other allowances / reimbursements as due to you are detailed in Annexure I.
2. You will be provided with a Comprehensive Medical Insurance and will also be covered under the Group Personal Accident Insurance, while on Company business.
3. You will be provided with Retirement Benefits namely, Provident Fund and Gratuity, in accordance with the laws of the country, and/or, as per company policy.
4. Your compensation shall be reviewed on the basis of merit and will be at the sole discretion of the company.

### 3. Reimbursement of Expenses:

The Company will reimburse you for reasonable travel, and other business expenses incurred in connection with the performance of your duties hereunder, in accordance with the policy of the Company with respect thereto.

  
**Principal**  
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#### 4. Leaves:

You shall be entitled to reasonable periods of leave as per company policy (to be taken by agreement with the Company) with full pay. Entitlement & accumulation of the leave will be as per company policy.

#### 5. Term:

Employment period shall commence on **5 March, 2021** and you will be on probation for a period of six months from the date of your joining the company. During this time, your appointment is terminable by one month's notice by either party or one month's salary in lieu thereof:

1. You will be deemed to continue on probation until you are confirmed, and the confirmation is communicated to you in writing. After confirmation, your appointment is terminable by two months' notice by either party or two months' salary in lieu thereof. Wipro reserves the right to pay or recover salary in lieu of notice period. Further, the Company may, at its discretion relieve you from such date as it may Deem fit even prior to the expiry of the notice period given by you. However, if the management desires you to continue the employment during the notice period, you shall do so.
2. During the term of employment, your performance and suitability for the roles will be continuously monitored and evaluated. Given the nature of your role, which is dependent on customer requirement, you would have to clear assessments prescribed by Wipro from time to time. In the event you fail to meet the prescribed measurement criteria as defined for your Process/Function or there is no suitable role available for you based on company requirement, the company reserves the right to terminate your employment in accordance with the bench policy. If you remain absent from work without authorization or reasonable explanation for more than seven consecutive working days, it will be presumed that you are no longer interested in working for Wipro and have voluntarily abandoned your services. In such a case, your employment with Wipro will stand terminated. In the event of termination of employee's services arising out of integrity, misconduct & disciplinary proceedings, no notice will be required from the company's side. In such case, you will not be entitled to any statutory compensation

#### 6. Retirement:

You will automatically retire on attaining the age of 58 years. You may be retired earlier if found medically unfit.

  
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## 7. Confidentiality:

1. During the course of its business, the Company is required to keep confidential, the information about its Customers and itself and for that purpose to ensure the same from each employee assigned to perform services for the Company/its Customers and each employee who obtains or is in a position to obtain any information or materials.
2. During the normal course of business, it may be imperative to record / monitor all calls made by you in order to assess quality, as applicable. This clause by no means would impede upon your working ability / capacity and should be taken in light of company procedures and policies.
3. You shall therefore regard and preserve as confidential all information related to the business and activities of the Company as well as its Customers, their clients, suppliers and other entities with whom they do business which may be obtained by them from any source or may be developed as a result of any of the said agreements with the Company's Customers. You shall hold such information in trust and confidence for them and not disclose any such information to any person, firm or enterprise, or use any such information for your own benefit or the benefit of any other party, unless authorized by the Company.
4. You shall not directly or indirectly, engage or assist others to engage in, any activity or conduct that violates the provisions of this Clause.
5. You acknowledge that the information, observations and data concerning the Company and/or the Customers provided to you, is and shall continue to be the property of the Company and/or its Customer's, as the case may be and that you shall not be entitled to any right or license in relation to the said information, nor shall you copy, reproduce, publish, distribute, adapt, modify or amend any part thereof, without the prior written consent of the Company/the Customers, as the case may.
6. You are not a party to or aware of any agreement, obligation or restriction that prevents or prohibits you from complying with these obligations and you agree to take any other steps reasonably required and/or appropriate to ensure compliance with the obligations set forth herein.
7. You understand that if you threaten to or actually breach or fail to observe any of the obligations set forth in this Clause, Company will be subject to irreparable harm, which will not be adequately satisfied by damages and you therefore agree that the Company shall be entitled to injunctive relief and/or any other remedies permitted, to ensure and enforce your compliance with these obligations in the unlikely event you do not comply with them; provided, however, that no specification herein of any a particular legal or equitable remedy shall be construed as a waiver, prohibition or limitation of any legal or equitable remedies available to the Company.
8. You shall deliver to the Company upon cessation or termination of your employment, or at any other time the Company may request, all memoranda, notes,

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Megha Inst. Of Engg. & Tech for Women  
Edulabad(v) Ghatkesar (M), Medchal Dist, T.S-501301

plans, records, reports, computer tapes and software and other documents and data (and copies thereof) relating to the said, or the business of the Company or any affiliate or its Customers which you shall then possess or have under your control.

You agree that, notwithstanding the cessation or termination of your Employment, the confirmations and undertakings under this Clause shall always continue in full force and effect.

  
**Principal**  
Megha Inst.Of Engg. & Tech. for Women  
Eduabad(v) Ghatkesar (M.S.)

## 8. NONCOMPETE

In the course of your employment with Wipro you will be providing services to customers or clients of Wipro during which process you would be handling sensitive information including but not limited to information of key customers of Wipro, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to Wipro and its protection is of utmost importance to Wipro. You confirm that for a period of six (6) months after separation of your employment from Wipro (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing Wipro during the six (6) months preceding the date of separation

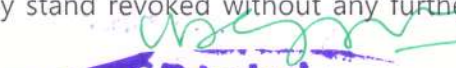
## 9. Whilst employed by the company, you:

1. Will not engage in any external activities of a commercial nature
2. Will not engage in any activity of a non-commercial nature without prior written approval of the Company.
3. Will be required to effectively carry out all duties and responsibilities assigned to you by your supervisor and others authorized by the Company to assign such duties and responsibilities. Your performance will be subject to annual appraisal by your supervisor.
4. Will be required to apply and maintain the highest standards of personal conduct and integrity and comply with all Company policies and procedures.
5. You agree that you shall not directly or indirectly, share, discuss your compensation details, in full or part, with any person in or outside the organization other than those authorized to do so.
6. Will maintain best standards of personal health and should necessarily be medically fit to perform your duties

## Other Provisions

1. **Language.** This appointment letter was originally drafted in the English language. If it is translated into any language other than English, the provisions of the original English language version shall control in the case of any asserted conflict in terms.
2. **Governing Law.** This appointment shall be governed by and interpreted in accordance with the laws of India.
3. You shall be governed by the "Service Agreement" as applicable to you

It is understood that your date of joining **Wipro Limited**, will not be later than **5 March, 2021** failing which this offer will automatically stand revoked without any further notice.

  
**Principal**  
Megha Inst.Of Engg.& Tech for Women  
Eduabad(v) Ghatkesar (M), Medchal Dist T.S-501304

Please sign and return the duplicate copy of this letter in token of your acceptance of the terms described in this letter.

We wish you a long and mutually beneficial association with us.



**Principal**  
**Megha Inst Of Engg. & Tech for Women**  
Edulabad(v) Ghatkesar (M), Medchal Dist T.S-501301

Yours faithfully,  
For Wipro Limited.



Sandesh Kumar  
Associate Vice President – Talent Acquisition

I accept the terms of this letter.

Signature: E-Signature Signature

Date: E-Signature Date

Name: GEETHASRI VASALA



**Principal**  
**Megha Inst.Of Engg.& Tech for Women**  
Edulabad(v) Ghatkesar (M), Medchal Dist T.S-501301

ANNEXURE I

Name	GEETHASRI VASALA
Designation	Associate
Date Of Joining	5 March, 2021
Level	AA
Basic	85600
House Rent Allowance	42800
Bonus	17120
WBP	42847
PF	15394
Gratuity	4117
ESI	6122
Target Cost To Company (per Annum)	214000

  
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## ANNEXURE II

### CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealing with the suppliers, customers and all other organizations or individuals doing or seeking to do business with Wipro.

Noted below are a few examples of 'conflict of interest':

1. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company, where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises securities in widely held corporations which are quoted and sold on open market or the interest is not material.
2. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become the contractor, supplier or customer, except with the knowledge and consent of top management.
3. For an employee to serve as an officer, director or in any other management capacity or as consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.
4. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.
5. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services, excessive entertainment and travel or gifts of more than nominal value from any individual or organization, doing or seeking to do business with the company.

I have read and understood the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will inform top management.

  
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## ANNEXURE III

### PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT 2000

I **GEETHASRI VASALA**, confirm that I am voluntarily sharing my Personal Information with Wipro Limited ('Wipro') for the following purposes:

1. Validating my Curriculum Vitae and retaining records on the same for any future reference/verification
2. Processing my job application including background verification checks and medical checks
3. Employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party. I understand that 'Personal Information' means any information, relating to me that is available with Wipro and is capable of identifying me.

**Name: GEETHASRI VASALA**

**Signature: E-Signature Signature**

  
**Principal**  
**Megha Inst.Of Engg.& Tech for Women**  
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## ANNEXURE IV

### CONSENT FOR RANDOM OR REASONABLE SUSPICION DRUG TEST

I am aware that Wipro has a policy which stipulates that employees while at work cannot be under the influence of any narcotic drugs, psychotropic substances and/or alcohol so as to ensure a healthy work force. To ensure the adherence of this policy, Wipro might be required to collect specimen of employee's hair, urine, blood, or any other relevant bodily sample, as may be required (hereinafter the "Sample") and submit it for drug test screening (hereinafter "Test").

I hereby **GEETHASRI VASALA**, consent to allow Wipro Limited (hereinafter "Wipro") to collect Sample from me for the Test.

In furtherance of the above stated:


1. I understand that the Test shall be conducted on random basis without any prejudice to anyone.
2. I authorize Wipro to share the Sample with Wipro's authorized vendor for the purpose of processing the Sample and making the result available to Wipro.
3. I understand that Wipro provides adequate security measures to safeguard the information resultant from the Test and all other personal data associated with it.
4. I understand that neither Wipro nor any authorized third party under clause (3) above shall retain the data collected in respect of the Test for period no longer than as required for statutory purposes and the data shall be suitably destroyed thereafter.
5. I understand that Wipro is entitled to initiate suitable actions against me including but not limited to disciplinary action based on the Test results.
6. I understand that Wipro may notify and publish the information resultant or ancillary to the Test if obliged under law to do so.

Name: **GEETHASRI VASALA**

Signature: E-Signature Signature

Place: IN-Hyderabad

Date: E-Signature Date

  
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For more details please refer to the policies on **myWipro > App Store > Information > My Policies > India**

Date: November 22, 2018

Emp Temp Code: 4011326619

Anjum,  
2-70 megha hills, ayyappa society near sbi bank Hyderabad,  
Telangana - 500081, India  
Contact No: +919100183981

Letter of Appointment

Dear Anjum,

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. You will be placed in our E01 grade and designated as Analyst. You are required to report to the Client Office at Hyderabad on November 26, 2018 at 09:30 am.

Your appointment will be under the following terms and conditions of employment:

1. Your remuneration is as per the enclosed annexure. All tax liabilities arising out of your entire compensation package, present or future, shall be borne by you.
2. Company's call-centers would be operating on a 24x7 basis, which means exigencies of work may require you to work in periodic shifts including night shifts. By accepting and signing this document, you automatically affirm your willingness to abide by this requirement.
3. While your initial place of posting will be at Client's office at Hyderabad, you are liable to be transferred to any of the Company's offices in India or to any other department in the organization. All such transfers shall be governed by the Transfer Policy of the company.

4. Your appointment will be on probation for a period of six months from the date of your joining the Company. However, the period of probation may be extended in case it is found necessary. Please note that your services shall stand confirmed on the expiry of your probation period unless you are specifically advised otherwise in writing.

During the period of probation, your services can be terminated at any time without notice and without assigning any reason thereof.

On confirmation of your services, your services are liable to be terminated by the Company by giving you 30 days' notice in writing or salary in lieu thereof.

In case you decide to leave the services of the Company, you will be required to give not less than 30 days' notice in writing and the Company may at its sole discretion relieve you of your duties anytime during the notice period, and in that event you will be paid salary up to the last working day.

In case, where due to reasons beyond the employees control, the employee is required to give notice less than the notice period, the Company may at its sole discretion, relieve the employee of its duties before the completion of the mandatory notice period with or without payment of salary in lieu of such notice period or shortfall therein.

5. As an employee of the Company, you will devote your work-time solely to the Company's activities. You will not take-on any employment or work of any nature without the written consent of the Head of HR or CEO of the Company. In case you are found taking up any alternative employment except by the permission as aforesaid, your services shall be liable to be terminated without any notice and without assigning any further reason.

6. You will always maintain utmost confidentiality with regard to records, documents and other

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Intelenet Global Services Private Limited

Regd. Office: Intelenet Towers, Plot CST No. 1406-A/28, Mindspace, Malad (West), Mumbai - 400090, CIN No. U72900MH2001PTC232120.

Branch Office: Legend Platinum, 2nd Floor, Opp CII, Kothaguda, Hitech City Road, Hyderabad- 500 081.

E-mail: contactus@intelenetglobal.com, www.intelenetglobal.com



20-Feb-2018

Deepika Nethi  
C3089765  
2-2-266/1, Kummawadi, Amberpet, Hyderabad-500013,500013

Dear Deepika,

Based on our recent discussions with you, we are pleased to extend you an offer to join Accenture Solutions Private Ltd (hereinafter referred to as 'the Company' or 'Accenture'), in our Accenture Operations Delivery Centers in India, **Hyderabad**. This letter will officially confirm your annual total earning potential and terms of your employment.


Role- **Business Operations New Associate**  
Career Level- **13**  
Sublevel-**3**  
Talent Segment-**Program, Project & Service Mgmt**  
Business Deal-**Non Contact Center**

Your annual total cash compensation will be **INR 185200** and will be structured as per the attached Annexure 1 ' Compensation Details. This will continue to be applicable until further communication on the same. Your annual total earning potential includes:

-**Annual fixed compensation of INR 160000/-**; this includes allowances and statutory benefits and will be structured in accordance with the Company's compensation guidelines. The said amount includes employer's contribution to Provident Fund, as applicable.

-**Variable Bonus**: You will be eligible to participate in the FY18 (September 2017 to August 2018) Individual Performance Bonus (IPB) Programme. The IPB is linked to your performance achievement and Company's performance. The IPB payouts can range from 0% to 15.75% of the eligible earning in FY18. The IPB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said financial year. More details on the IPB programme will be communicated to you after joining. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the IPB programme guidelines.

On joining you may undergo a training program in our Accenture Operations Delivery Centers in India to acquire the knowledge to enable you to successfully perform to the expectations of the position for which you are being considered for employment. This offer and your employment with Accenture are contingent upon you successfully completing the training program as per the satisfaction of Accenture. Failing which, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

  
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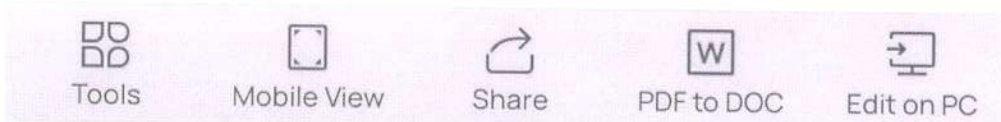
Version 5.1 September 2017

1

Candidate's Signature \_\_\_\_\_

Reference Id: 913d23fb-4ccc-41af-88c7-a4356aabe493\_2  
Signed By: Ramesh Lakshmanan Krishnan

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.





## Cyient Offer letter

1 message

Thu, 20 Feb, 2020 at 4:08 pm

<Recruitment@cyient.com>

To: Moulikarevu22@gmail.com

Cc: Nishanth.Mankali@cyient.com, Deepthi.Talluri@cyient.com, Suresh.Gunari@cyient.com, Vijayakrishna.Maguluri@cyient.com

### CYIENT

Hi **Moulika Revu** ,  
**Warm Greetings!**

Congratulations and welcome to the **CYIENT** family.

We are pleased to make an offer of employment to you as a **TRAINEE APPRENTICE (BAND A)**  
Please find the offer along with details of the compensation enclosed.

Please [click here](#) for confirmation

You may go ahead with the relieving formalities at the earliest.  
Do contact us, if you have any queries to be clarified.  
Looking forward to see you on board soon.

Regards,  
Talent Acquisition Team  
CYIENT Ltd.

#### DISCLAIMER:

This email message is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply email and destroy all copies of the original message. Check all attachments for viruses before opening them. All views or opinions presented in this e-mail are those of the author and may not reflect the opinion of Cyient or those of our affiliates.

  
**Principal**  
Megha Inst.Of Engg.& Tech for Women  
Edulabad(v) Ghatkesar (M), Medchal Dist

ZF India Private Limited



To  
Ms. Rashmitha Lendale

Dept. Human Resources  
From Devanand Chavan  
Phone +91 73375 39396  
E-mail [devanand.chavan@zf.com](mailto:devanand.chavan@zf.com)

Date January 27<sup>th</sup>, 2021

Sub: Letter of Intent

Dear Rashmitha Lendale,

This has reference to your application and subsequent interview, we are pleased to inform you that you have been selected for the position of "Engineer" to be based at ZF India Technology Center, ZF India Pvt. Ltd, Hyderabad.

We further would like to inform you that you will be paid remuneration amounting to INR 5,20,000 (Rupees Five Lakhs Twenty Thousand only), cost to the company (CTC) per annum as per details annexed.

Your joining date would be on or before 15<sup>th</sup> February 2021. Kindly convey your decision for our further action latest by 29<sup>th</sup> January 2021 by sending scan copy of this letter after signing.

Please note that this is merely an intimation of employment and does not constitute a binding contract. An appointment letter/contract of employment will be issued at the time of joining. If you have, any queries feel free to revert via email or call us.

Thanking you.

For ZF India Pvt. Ltd.

Entity Head HR

Received and signed by

Head of Recruiting Centre India

Signature:

Name of the Candidate: Rashmitha Lendale

Principal

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CIN: U74999PN2007FTC130569  
[www.zf.com](http://www.zf.com)

ZF India Technology Center -Unit 1  
Survey No. 115/IT SEZ, Aster Building,  
Nanakramguda Village, Serilingampally Mandal,  
Rangareddy District, Hyderabad - 500033, Telangana.

ZF India Technology Center -Unit 2  
Tower B, 2nd & 3rd Floor, Laxmi Industries Pvt Ltd  
DEETEN SEZ, Sy No - 107(P), Kokapet Village, Gandipet Mandal, Rangareddy District,  
Hyderabad - 500075, Telangana.

ZF India Technology Center -Unit 3  
2nd Floor, Tower B, M/s Phoenix Tech Zone Pvt Limited  
Survey No. 115/33, Nanakram guda Village, Serilingampally Mandal

ZF India Private Limited  
Registered Office  
B-38, MIDC - Chakan Industrial Area,  
Phase II, Vasuli, Tal: Khed,  
Pune - 410501  
Tel: +91 2135 624 700  
Fax: +91 2135 624 701



# Sai Sree Infra Developers

Constructions | Lab Equipments | Furniture | Educational Equipments  
ISO 9001:2015

DATE:23-06-2020

## TO WHOM-SO-EVER IT MAY CONCERN

This is to certify that Ms. NAGAYYALA ROJA D/O: NAGAYYALA SAILU was under the employer of SAI SREE INFRA DEVELOPERS as Technical assistant in marketing department from 08-02-2018 to 23-06-2020.

During her stay we observed her obedient, honest and dedicated to her assignment.

We hope and pray bright and good speed in her future life.



Authorized Sign  
Sai Sree Infra Developers

**Principal**

**Megha Inst.Of Engg.& Tech for Women**  
EduLabad(v) Ghatkesar (M), Medchal Dist T.S-501101

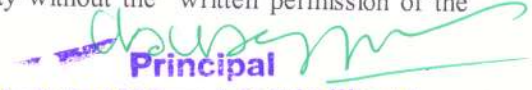
07-Oct-2021  
Hyderabad (Telangana)

Dear Sharanya P ,

Congratulations! Further to your application for employment and the subsequent selection process, we are delighted to offer you a position as **Software Engineer** with Hexaware Technologies in **G3** from **07-Oct-2021** at our **Chennai** office on the following terms and conditions:

1. Your compensation package will be as detailed in Annexure I. Your compensation is strictly confidential, and we expect that you maintain the confidentiality of the same at all times.
2. Increments are not automatic but will be based solely on your performance as evaluated through performance appraisal system or any other mechanism as the company may deem fit for the purpose of deciding the same.
3. Notice period for severance/resignation from the services of the company will be three months on either side or salary in lieu thereof. Salary for purpose of this clause means Basic Salary. However, the decision to release you earlier than three months would be solely at the discretion of the management. Not with standing anything contrary contained herein the notice period stated in this section is subject to any other agreement / understanding or trainee bonds that the employee has entered into with the company whether in past, present or future, AND in the presence of such agreement / understanding or trainee bonds, the notice period stated in this section shall apply on completion of such other term / period / duration as agreed under any such documents / agreements.
4. Your designation is merely indicative of the responsibilities which you are required to carry out. The company shall be entitled to advise you, at any time, to perform any other administrative, managerial, supervisory, or other functions as per business needs and you will be bound to carry out such functions.
5. During your employment, the Company may at its discretion require you to Work From Home, subject to the Work From Home Policy. Your acceptance of this offer implies that you are also well equipped to work from your place of residence as and when and for as long as required. This includes a good, secured internet connection, comfortable workspace, required gadgets like headsets, webcams etc.
6. During your employment, the company may nominate you to attend trainings that might involve a considerable cost. Similarly you may be deputed to client's site to gain knowledge and utilize the same to execute projects in India. In view of this you will be expected to serve the company, on completion of the training/knowledge transfer, for a specified period as required by the company.
7. (a) During the term of your employment with the Company, you agree not to undertake employment, whether full-time, honorary or part-time as the Director/Partner/member/employee/contractor/consultant of any other organization or entity engaged in any form of business activity without the written permission of the Company.

Monica Mathai

  
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- (b) You, at all times, will observe secrecy and confidentiality in respect of any technical, trade or business data or any other information that might come to your knowledge or possession and which, according to the company, are necessarily confidential and form valuable property of the company and not made available to the trade. Further, you will not disclose such data or information without written consent from the company to anyone other than the company's officials who are authorised to receive the same. You shall sign the "Non- Disclosure Agreement" (NDA) at the time of joining and you shall abide by the terms and conditions mentioned therein. Even after you have ceased to be in the service of the company, the confidentiality obligations shall be perpetual and binding on you and you shall not disclose them to anyone.
- (c) You will assign to the company the right, title and interest in any invention or improvement that you may make solely or jointly in the course of your employment with us which may be relating to the products/services marketed, based, developed and you will perform any acts, execute such documents without expenses to you which, in the judgement of the Company, may be needful or desirable to secure to the Company patent protection and any/all rights relating to invention or improvements.
- (d) You shall maintain proper discipline and dignity of office and shall deal with all matters with sobriety with utmost discipline and judiciousness.
- (e) You shall be governed by Hexaware Code of Conduct (CoC) and will be required to sign an undertaking which will be given to you separately at the time of joining. You are requested to read and comply with the same at all times. Any breach of CoC provisions or the terms and conditions of employment may result into an appropriate disciplinary action.
- (f) You shall follow the daily attendance process laid down in the company from time to time.
- (g) You shall maintain and keep in your safe custody such books, registers, documents and other papers as may be issued to you or may come in your possession and shall return the same when required.
- (h) During the course of your employment, due to business needs, you may be required to travel outside India. You are, therefore, advised to hold a valid passport at all times. Please submit a copy of your valid passport at the time of your joining. In case you do not possess a passport or if the same is no longer valid, you are required to obtain it, at your own expense, and submit to HR dept. within 45 days of joining.
- (i) We provide support to our global customers from various locations in India to suit customers differing time needs including on 24x7 basis. You would be operating from any of these locations and in any of the shifts, including the night shift, as may be decided by the Company keeping in mind business needs and deliverables to customers
- (j) As per income tax rules it is mandatory for you to submit a copy of you PAN (permanent account number) card at the time of joining. In case you do not possess it,

Monica Mathur

  
Principal  
Megha Inst.Of Engg.& Tech for Women  
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you are required to obtain it, at your own expense, and submit to HR dept. within 45 days of joining. Failure to comply with this may result in withholding of your salary till such time you submit the same.

- (k) You will inform the Company of any change in your residential address forthwith.
8. During your employment and in the event of ceasing the services of the company for whatsoever reason, you agree that, in addition to any other limitation during the term of your employment and for a period of 2 years after the termination of your employment, you will not directly or indirectly;
- (i) Solicit or accept employment with any Hexaware or its Subsidiarys ('Hexaware') client.
  - (ii) On your behalf or as a partner or as an officer, director, an employee, agent or shareholder or any other entity; or person or as a trustee, fiduciary of other representative or any other person or entity.
    - (a) Employ, solicit the employment of, or encourage or aid any other party to employ or solicit the employment of any Hexaware employee or independent contractor.
    - (b) Contact any persons or companies which are customers or prospective customers of Hexaware or any of its affiliates or subsidiaries for the purpose of soliciting the customers or prospective customers in competition with Hexaware its affiliates or subsidiaries nor solicit or divert or cause anyone to solicit or divert, any such customers or prospective customers from Hexaware its subsidiaries, affiliates.

For the purpose of point No. (i) & (ii) above, Hexaware client means any organization or person or Franchisee to which for a fee or charge, Hexaware has provided services. A prospective client means a person, or another organization or person to which Hexaware has, within the twelve months period preceding such termination or separation of employment, has / has submitted a proposal to provide services, the preparation of which included your direct involvement.

9. It is agreed that it shall be open to the company from time to time to vary any remuneration, benefit, facility or perquisite that may be extended to you.
10. Your appointment is transferable and the company, at its discretion, may transfer you to any other department or to any place in India or outside India and as such you may, at any time, be transferred to any of the offices of the company, its associates, organisations with whom the company has transactions, whether the office, subsidiary, associate or organisation is in existence today or is to be set-up hereafter. While every attempt will be made to give you reasonable advance notice of such transfer, in case of emergency such transfers may be made effective immediately.
- a) You will observe working timings and holidays as applicable to your location and place of work.

Monica Mathan

  
**Principal**  
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Edutabad(v) Ghatkesar (M), Medchal Dist.

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- b) On your transfer to any other place as stipulated in clause (9), you will observe the working timings and holidays as applicable to the location and place of work where you have been transferred, without any change in remuneration.
11. During your employment with the company you will comply with the provisions of the Information Security policies, procedures and guidelines of Hexaware at all times and which shall extend beyond the normal working hours, whether inside or outside the office premises including customer site / location. Any violation will be viewed very seriously and attract strict disciplinary action.
12. (a) If during the period of your employment with us you achieve any invention, process improvement, operational improvement or other processes/methods that will likely to be resulting into more efficient operation of any of the activities of the company, the company shall be entitled to use, utilise and exploit such improvements and you shall assign all your rights to the company for the purpose of seeking any patent rights in respect thereof or for any other purpose.
- (b) Upon leaving the company, you will not take with you any drawing, blue print or other reproduction or other data, tables, calculations, letter or other documents or any other writing or copy of writing of any nature whatsoever pertaining to the business of the company or any of its subsidiaries and the same are to be handed over back to the Company, failing which the Company shall treat it as breach of the Confidentiality obligations and shall be forced to take strict action against you.
13. You warrant that you are not in breach of any contract with any third party or restricted in any way in your ability to undertake or perform the duties of your employment. During the period of this employment you shall not draw, accept or endorse any cheque or bill on behalf of the company or, in any way, the company's credit except so far as you may have been authorized by the company to do so, either generally or in any particular case.
14. (a) In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance.
- (b) In the event a client seeks information pertaining to business aspect of your employment (including Resume), the company shall provide such information to the client without any notification to you
15. If you decide to leave the organisation within a period of 12 months from the date of your joining, you will fully reimburse the company, the joining bonus, notice pay and relocation expenses, if any, paid to you / your past employer, at the time of joining.
16. If you remain absent for a continuous period of 3 days without leave or obtaining your manager's approval, you will be deemed to have voluntarily abandoned your services and company will be constrained to terminate your services forthwith.


Monica Mathai

  
**Principal**  
Megha Inst.Of Engg. & Tech for Women  
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17. Your appointment is subject to your submitting copies of mark sheets /certificates in respect of all your educational qualifications at the time of joining.
18. Your appointment and its continuance is subject to your being found and remaining medically (physically and mentally) fit. The company reserves the right to ask you to undergo medical examination if and when considered necessary.
19. Your appointment and its continuance is subject to you clearing verification checks at the time of joining and thereafter, which includes criminal, previous employments, educational qualifications, reference checks and all such other checks. Any discrepancy found in the above will result in immediate termination of your services.
20. Your appointment is subject to appropriate release from your present employer.
21. Also this appointment is subject to your not being a partner or relative of a Director of the company within the meaning of Section 314 of the Indian Companies Act, 1956. A list of Directors is available in the Head Office for perusal.
22. The age for retirement from services of the company is 58.
23. If any information furnished by you in your application for employment or during the selection process is found at any time during your employment to be incorrect or false, and /or if you have concealed any information regarding your qualifications and experience, the company shall have the option to terminate your services without notice or compensation.
24. At all times you will be governed by the company's rules and regulations (and practices) as enforced from time to time on matters whether specified herein or not, including but not limited to matters such as designation, emoluments and the structure thereof, working hours, etc. and also all the published policies of the company. Also company's decision on all such matters shall be final and binding on you.
25. Your employment terms may be specifically enforced legally, if required. In this connection, if any of the provisions of this contract of employment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this contract shall continue in force and effect.
26. All the female employees, who will be completing minimum 80 working days with Hexaware, will be eligible for the following benefits under our Maternity Leave Policy:
  - Maternity Benefit of twenty-six weeks(including all the intervening Saturdays, Sundays and Company Declared Holidays) of which not more than eight weeks shall precede the date of her expected delivery , in first two instances of child birth.
  - Maternity Benefit of twelve weeks (including all intervening Saturdays, Sundays & Company Declared Holidays), of which not more than six weeks shall precede the date of her expected delivery, for a woman having two or more than two surviving children.
  - A woman who legally adopts a child below the age of three months shall be entitled to maternity benefit for a period of twelve weeks(including all intervening Saturdays, Sundays & Company Declared Holidays) from the date the child is handed over to the adopting mother.

Monica Mathur

  
**Principal**  
Megha Inst. Of Engg. & Tech for Women  
Edulabad(v) Ghatkesar (M), Meochna Dist T.S-501301

*Confidential*

- A woman getting a child through surrogacy shall be entitled to maternity benefit for a period of twelve weeks(including all intervening Saturdays, Sundays & Company Declared Holidays) from the date the child is handed over to her.

27. Please return the duplicate copy of this letter duly signed in token of acceptance of the terms and conditions of employment within seven days of you receiving this letter.

Please note that this offer stands valid 30 days from the date of offer, failing which it will stand withdrawn and cancelled, unless notified in writing by you and accepted by the management of Hexaware.

We welcome you to the Hexaware family and wish you a rewarding career with us.

Yours faithfully,

For **HEXWARE TECHNOLOGIES LIMITED**

*Monica Mathur*

**Monica Mathur**

Vice President, Recruitment

**Acceptance of appointment terms and conditions:**

I have read and understood the terms and conditions stated above and agree to the same:

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

Print Name : Sharanya P

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

*Sharanya P*  
**Principal**  
**Megha Inst. Of Engg. & Tech for Women**  
Eduatabad(v) Chatkesar (M), Medchal Dist T.S-501301

*Monica Mathur*

ANNEXURE I		
NAME: Sharanya P	DATE: 07-Oct-2021	
EMP NO:	DOJ: 07-Oct-2021	
DESIGN: Software Engineer	GRADE: G3	
w.e.f. 07-Oct-2021	Monthly	Annual
<b>Fixed components</b>		
Basic	21,667	2,60,000
HRA		65,000
Conveyance		19,200
<b>Flexible components<sup>1</sup></b>		3,54,100
Medical Allowance		15,000
<b>Gross Salary</b>		<b>7,13,300</b>
Variable amount on Individual Performance <sup>2</sup>		40,000
<b>Maximum Annual Gross Emoluments</b>		<b>7,53,300</b>
<b>Other Annual Benefits</b>		
Medical Insurance premium contribution <sup>4</sup>		2,500
<b>Retiral benefits</b>		
Gratuity premium contribution <sup>3</sup>		13,000
Provident Fund @12% of Basic	2,600	31,200
<b>Total</b>		<b>44,200</b>
<b>Total Cost To Company</b>		<b>8,00,000</b>

**Notes:**

1. You will be able to split your entire flexible component amount into various elements in line with the Company guidelines.
2. Individual variable payment, if applicable, will be paid as per Hexaware Variable Pay-out policy.
3. You will be eligible for benefits under the Gratuity Scheme of Hexaware Technologies Limited, Subject to a minimum of 5 years of continuous service with Hexaware.
4. You will be covered for Mediclaim insurance under the Group Hospitalization scheme of the Co.
5. Compensation structure is subject to various labour legislations. You will be notified separately as and when such changes happen in the legislations governing the compensation.


**Principal**

**Megha Inst.Of Engg.& Tech for Women**  
 Edulabad(v) Ghatkesar (M), Medchal Dist T.S-501301

Monica Mathan



Hi GURRALA UMA MAHESHWARI,

We are really excited to welcome you to our team. As agreed, your start date is 13-02-2020

We've planned your first days to help you settle in properly. You can find more details in the onboarding link which is mailed to you separately. HR will be available to help you during onboarding process.

This is a send-only email address, please do not reply to this email. If you have any questions prior to your arrival, please feel free to email or call me and I'll be more than happy to help you.

Regards,

HR Team,

Keolis Hyderabad MRTS Pvt Ltd

  
Principal  
Megha Inst.Of Engg.& Tech for Women  
Edulabad(v) Ghatkessr (M), Medchal Dist T.S-501301

**OFFER LETTER**

**Dear Ms. Pranathi Reddy,**


We are pleased to offer you the position of **"Sales Executive"** and require you to join on or before 22<sup>nd</sup> May, 2017.

The following are the terms and conditions of our Company **M/s Aliens Developers Pvt. Ltd.**

Your Cost To Company per annum is **Rs. 1,70,400/- (Rupees One lakh Seventy thousand Four Hundred Only).**

**Code of Conduct**

- Your designation is merely indicative of the responsibilities, which you are required to carry out. The Company shall be entitled to require you, at any time, to perform any other administrative, managerial, supervisory, or other functions and you will be bound to carry out such functions.
- You will devote full time to the work of the company and shall not undertake any other direct/indirect business or work, honorary or remunerative, except with the written permission of the Company.
- As long as you are in the employment of the Company, you will, at all times, observe secrecy and confidentiality in respect of any technical, trade or business data or any other information that might come to your knowledge or possession, which according to the Company, are necessarily confidential and form valuable property of the Company and not made available to the trade and furthermore, you will not disclose them without authority of the company to anyone other than the Company's Officers authorized to receive them and even after you have ceased to be in service of the company, you shall not disclose them to anyone.
- You shall maintain proper discipline and dignity of your office and shall deal with all matters and sobriety.
- You shall maintain and keep in your safe custody such books, registers, documents and other papers as may be issued to you or may come in your possession and shall return the same when required.
- You will forthwith inform the Company of any change in your residential address.
- You will observe work timings and holiday as applicable to your location and place of work.
- Upon leaving the Company, you will not take with you any drawing, blue print or other reproduction or data, tables, calculations, letters or other documents or any other writing copy of writing of any nature whatsoever pertaining to the business of the Company or any of its subsidiaries.

  
Principal

**Megha Inst.Of Engg.& Tech for Women**  
Edulabad(v) Ghatkesar (M), Medchal Dist T.S-501301

## Other Rules & Regulations

- You will be entitled to leave in accordance with the Company Rules.
- Increments are not automatic but will be based solely on efficient, satisfactory and loyal discharge of duties as assessed by our performance appraisal systems.
- It is agreed that it shall be open to the Company from time to time to vary any remuneration, benefit, facility or perquisite that may be extended to you on a review of the Company's decision in this behalf.
- If during the period of your employment with us you achieve any invention process improvement, operational improvement or other processes/methods, likely to result in more efficient operation of any of the activities of the Company, the Company shall be entitled to use, utilize and such improvements .
- Your appointment is subject to your submitting copies of your credentials i.e. marks sheets, certificates, etc.
- Please return the duplicate copy of this letter duly signed in token of acceptance of the terms and conditions of employment.

## Notice Period

- Your employment will be subject to termination on 30 day's notice on either side or salary in lieu thereof.

For Aliens Developers Pvt. Ltd.



I hereby accept the position, terms & conditions of employment offered.

  
**Principal**  
Megha Inst. Of Engg. & Tech for Women  
Edutabad(y) Ghatkesar (M), Medchal Dist T.S-501301



CTC per month	14200		CTC per annum	170400	
		<b>EMPLOYEE</b>		<b>EMPLOYER</b>	
BASIC	5680	PF	682	EPF	756
HRA	2272	PT	100	EESI	639
CON	800	ESI	236		
MED	1250	TDS	0		
SPL	3442	OTHER	0		
OTHER		TOT DEDUCTIONS	1018		
TOT EARNINGS	13444	NET PAY	12426		
GROSS	13444				

**Principal**  
Megha Inst.Of Engg.& Tech for Women  
Edutabad(v) Ghakiesar (M), Medchal Dist T.S-501301

**OFFER LETTER**

Dear Ms. A. Srivani,

We are pleased to offer you the position of "**Sales Executive**" and require you to join on or before 22<sup>nd</sup> May, 2017.

The following are the terms and conditions of our Company **M/s Aliens Developers Pvt. Ltd.**

Your Cost To Company per annum is **Rs. 1,70,400/- (Rupees One lakh Seventy thousand Four Hundred Only).**

**Code of Conduct**

- Your designation is merely indicative of the responsibilities, which you are required to carry out. The Company shall be entitled to require you, at any time, to perform any other administrative, managerial, supervisory, or other functions and you will be bound to carry out such functions.
- You will devote full time to the work of the company and shall not undertake any other direct/indirect business or work, honorary or remunerative, except with the written permission of the Company.
- As long as you are in the employment of the Company, you will, at all times, observe secrecy and confidentiality in respect of any technical, trade or business data or any other information that might come to your knowledge or possession, which according to the Company, are necessarily confidential and form valuable property of the Company and not made available to the trade and furthermore, you will not disclose them without authority of the company to anyone other than the Company's Officers authorized to receive them and even after you have ceased to be in service of the company, you shall not disclose them to anyone.
- You shall maintain proper discipline and dignity of your office and shall deal with all matters and sobriety.
- You shall maintain and keep in your safe custody such books, registers, documents and other papers as may be issued to you or may come in your possession and shall return the same when required.
- You will forthwith inform the Company of any change in your residential address.
- You will observe work timings and holiday as applicable to your location and place of work.
- Upon leaving the Company, you will not take with you any drawing, blue print or other reproduction or data, tables, calculations, letters or other documents or any other writing copy of writing of any nature whatsoever pertaining to the business of the Company or any of its subsidiaries.

**Principal**

**Megha Inst.Of Engg.& Tech for Women**  
Edulabad(y) Ghatkesar (M), Medchal Dist T.S-501301

## Other Rules & Regulations

- You will be entitled to leave in accordance with the Company Rules.
- Increments are not automatic but will be based solely on efficient, satisfactory and loyal discharge of duties as assessed by our performance appraisal systems.
- It is agreed that it shall be open to the Company from time to time to vary any remuneration, benefit, facility or perquisite that may be extended to you on a review of the Company's decision in this behalf.
- If during the period of your employment with us you achieve any invention process improvement, operational improvement or other processes/methods, likely to result in more efficient operation of any of the activities of the Company, the Company shall be entitled to use, utilize and such improvements .
- Your appointment is subject to your submitting copies of your credentials i.e. marks sheets, certificates, etc.
- Please return the duplicate copy of this letter duly signed in token of acceptance of the terms and conditions of employment.

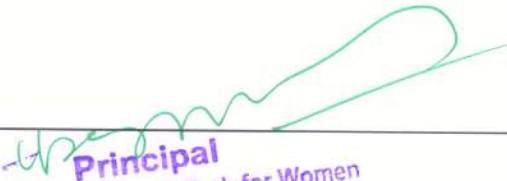
## Notice Period

- Your employment will be subject to termination on 30 day's notice on either side or salary in lieu thereof.

For Aliens Developers Pvt. Ltd.



I hereby accept the position, terms & conditions of employment offered.

  
**Principal**  
Megha Inst.Of Engg.& Tech for Women  
Edulabad(v) Ghatkesar (M), Medchal Dist T.S-501301

CTC per month	14200		CTC per annum	170400	
		<b>EMPLOYEE</b>		<b>EMPLOYER</b>	
<b>BASIC</b>	5680	<b>PF</b>	682	<b>EPF</b>	756
<b>HRA</b>	2272	<b>PT</b>	100	<b>EESI</b>	639
<b>CON</b>	800	<b>ESI</b>	236		
<b>MED</b>	1250	<b>TDS</b>	0		
<b>SPL</b>	3442	<b>OTHER</b>	0		
<b>OTHER</b>		<b>TOT DEDUCTIONS</b>	1018		
<b>TOT EARNINGS</b>	13444	<b>NET PAY</b>	12426		
<b>GROSS</b>	13444				

*Handwritten signature in green ink*  
Principal  
Machy Inst. Of Engg. & Tech for Women  
Edu. Secy, BHEL Meda, (P), Industrial Dist. 501301  
Edu. Secy, Chaitanya (M), Med. Dist. 501301

**OFFER LETTER**

Dear Ms. R. Saritha,

We are pleased to offer you the position of "**Sales Executive**" and require you to join on or before 22<sup>nd</sup> May, 2017.

The following are the terms and conditions of our Company **M/s Aliens Developers Pvt. Ltd.**

Your Cost To Company per annum is **Rs. 1,70,400/- (Rupees One lakh Seventy thousand Four Hundred Only).**

**Code of Conduct**

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- As long as you are in the employment of the Company, you will, at all times, observe secrecy and confidentiality in respect of any technical, trade or business data or any other information that might come to your knowledge or possession, which according to the Company, are necessarily confidential and form valuable property of the Company and not made available to the trade and furthermore, you will not disclose them without authority of the company to anyone other than the Company's Officers authorized to receive them and even after you have ceased to be in service of the company, you shall not disclose them to anyone.
- You shall maintain proper discipline and dignity of your office and shall deal with all matters and sobriety.
- You shall maintain and keep in your safe custody such books, registers, documents and other papers as may be issued to you or may come in your possession and shall return the same when required.
- You will forthwith inform the Company of any change in your residential address.
- You will observe work timings and holiday as applicable to your location and place of work.
- Upon leaving the Company, you will not take with you any drawing, blue print or other reproduction or data, tables, calculations, letters or other documents or any other writing copy of writing of any nature whatsoever pertaining to the business of the Company or any of its subsidiaries.

**OFFER LETTER**

Dear Ms. Tejasri Vadlamudi,

We are pleased to offer you the position of "**Sales Executive**" and require you to join on or before 22<sup>nd</sup> May, 2017.

The following are the terms and conditions of our Company **M/s Aliens Developers Pvt. Ltd.**

Your Cost To Company per annum is **Rs. 1,70,400/- (Rupees One lakh Seventy thousand Four Hundred Only).**

**Code of Conduct**

- Your designation is merely indicative of the responsibilities, which you are required to carry out. The Company shall be entitled to require you, at any time, to perform any other administrative, managerial, supervisory, or other functions and you will be bound to carry out such functions.
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**Principal**  
Megha Inst.Of Engg.& Tech for Women  
Edulabad(v) Ghatkesar (M), Medchal Dist T.S.

## Other Rules & Regulations

- You will be entitled to leave in accordance with the Company Rules.
- Increments are not automatic but will be based solely on efficient, satisfactory and loyal discharge of duties as assessed by our performance appraisal systems.
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- If during the period of your employment with us you achieve any invention process improvement, operational improvement or other processes/methods, likely to result in more efficient operation of any of the activities of the Company, the Company shall be entitled to use, utilize and such improvements .
- Your appointment is subject to your submitting copies of your credentials i.e. marks sheets, certificates, etc.
- Please return the duplicate copy of this letter duly signed in token of acceptance of the terms and conditions of employment.

## Notice Period

- Your employment will be subject to termination on 30 day's notice on either side or salary in lieu thereof.

For Aliens Developers Pvt. Ltd.



I hereby accept the position, terms & conditions of employment offered.

A handwritten signature in green ink, appearing to be "Arjun", written over a blue horizontal line.

**Principal**

**Megha Inst.Of Engg.& Tech for Women**  
Eduabad(y) Ghatkesar (M), Medchal Dist T.S-59

CTC per month	14200		CTC per annum	170400	
		<b>EMPLOYEE</b>		<b>EMPLOYER</b>	
BASIC	5680	PF	682	EPF	756
HRA	2272	PT	100	EESI	639
CON	800	ESI	236		
MED	1250	TDS	0		
SPL	3442	OTHER	0		
OTHER		<b>TOT DEDUCTIONS</b>	1018		
<b>TOT EARNINGS</b>	13444	<b>NET PAY</b>	12426		
<b>GROSS</b>	13444				

*Megha*  
**Principal**  
Megha Inst.Of Engg. & Tech for Women  
Edulabad(v) Ghatkesar (M), Medchal Dist T.S-501501



**OFFER LETTER**

Dear Ms. Rubeena Sultana,

We are pleased to offer you the position of "**Sales Executive**" and require you to join on or before 22<sup>nd</sup> May, 2017.

The following are the terms and conditions of our Company **M/s Aliens Developers Pvt. Ltd.**

Your Cost To Company per annum is **Rs. 1,70,400/- (Rupees One lakh Seventy thousand Four Hundred Only).**

**Code of Conduct**

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- You shall maintain proper discipline and dignity of your office and shall deal with all matters and sobriety.
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- Upon leaving the Company, you will not take with you any drawing, blue print or other reproduction or data, tables, calculations, letters or other documents or any other writing copy of writing of any nature whatsoever pertaining to the business of the Company or any of its subsidiaries.

**Principal**  
**Megha Inst.Of Engg.& Tech for Women**  
Edulabad(v) Ghatkesar (M), Medchal Dist: Medchal

## Other Rules & Regulations

- You will be entitled to leave in accordance with the Company Rules.
- Increments are not automatic but will be based solely on efficient, satisfactory and loyal discharge of duties as assessed by our performance appraisal systems.
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- Your appointment is subject to your submitting copies of your credentials i.e. marks sheets, certificates, etc.
- Please return the duplicate copy of this letter duly signed in token of acceptance of the terms and conditions of employment.

## Notice Period

- Your employment will be subject to termination on 30 day's notice on either side or salary in lieu thereof.

For Aliens Developers Pvt. Ltd.



I hereby accept the position, terms & conditions of employment offered.

  
**Principal**  
Megha Inst. Of Engg. & Tech for Women  
Edulabad(v) Ghatkesar (M), Medchal Dist

CTC per month	14200		CTC per annum	170400	
		<b>EMPLOYEE</b>		<b>EMPLOYER</b>	
BASIC	5680	PF	682	EPF	756
HRA	2272	PT	100	EESI	639
CON	800	ESI	236		
MED	1250	TDS	0		
SPL	3442	OTHER	0		
OTHER		<b>TOT DEDUCTIONS</b>	1018		
<b>TOT EARNINGS</b>	13444	<b>NET PAY</b>	12426		
GROSS	13444				

*U. Srinivas*  
 Principal  
 Megha Inst. Of Engg. & Tech for Women  
 Fdulahad(y) Ghalkar (M) ...

**OFFER LETTER**

Dear Ms. Kuncham Sai Deepthi,

We are pleased to offer you the position of "Sales Executive" and require you to join on or before 22<sup>nd</sup> May, 2017.

The following are the terms and conditions of our Company M/s Aliens Developers Pvt. Ltd.

Your Cost To Company per annum is **Rs. 1,70,400/- (Rupees One lakh Seventy thousand Four Hundred Only)**.

**Code of Conduct**

- Your designation is merely indicative of the responsibilities, which you are required to carry out. The Company shall be entitled to require you, at any time, to perform any other administrative, managerial, supervisory, or other functions and you will be bound to carry out such functions.
- You will devote full time to the work of the company and shall not undertake any other direct/indirect business or work, honorary or remunerative, except with the written permission of the Company.
- As long as you are in the employment of the Company, you will, at all times, observe secrecy and confidentiality in respect of any technical, trade or business data or any other information that might come to your knowledge or possession, which according to the Company, are necessarily confidential and form valuable property of the Company and not made available to the trade and furthermore, you will not disclose them without authority of the company to anyone other than the Company's Officers authorized to receive them and even after you have ceased to be in service of the company, you shall not disclose them to anyone.
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- You will observe work timings and holiday as applicable to your location and place of work.
- Upon leaving the Company, you will not take with you any drawing, blue print or other reproduction or data, tables, calculations, letters or other documents or any other writing copy of writing of any nature whatsoever pertaining to the business of the Company or any of its subsidiaries.

  
**Principal**

**Megha Inst.Of Engg.& Tech for Women**  
Edulabad(v) Ghalakesar (M), Medchal Dist T.S-501301

**OFFER LETTER**

Dear Ms. Srilatha Chowdary,

We are pleased to offer you the position of "**Sales Executive**" and require you to join on or before 22<sup>nd</sup> May, 2017.

The following are the terms and conditions of our Company **M/s Aliens Developers Pvt. Ltd.**

Your Cost To Company per annum is **Rs. 1,70,400/- (Rupees One lakh Seventy thousand Four Hundred Only).**

**Code of Conduct**

- Your designation is merely indicative of the responsibilities, which you are required to carry out. The Company shall be entitled to require you, at any time, to perform any other administrative, managerial, supervisory, or other functions and you will be bound to carry out such functions.
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- You shall maintain proper discipline and dignity of your office and shall deal with all matters and sobriety.
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**Principal**  
**Megha Inst.Of Engg.& Tech for Women**  
Edutabad(v) Ghatkesar (M), Medchal Dist T.S-501201

**OFFER LETTER**

Dear Ms. Chindam Sushmitha,

We are pleased to offer you the position of "**Sales Executive**" and require you to join on or before 22<sup>nd</sup> May, 2017.

The following are the terms and conditions of our Company **M/s Aliens Developers Pvt. Ltd.**

Your Cost To Company per annum is **Rs. 1,70,400/- (Rupees One lakh Seventy thousand Four Hundred Only).**

**Code of Conduct**

- Your designation is merely indicative of the responsibilities, which you are required to carry out. The Company shall be entitled to require you, at any time, to perform any other administrative, managerial, supervisory, or other functions and you will be bound to carry out such functions.
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- You will forthwith inform the Company of any change in your residential address.
- You will observe work timings and holiday as applicable to your location and place of work.
- Upon leaving the Company, you will not take with you any drawing, blue print or other reproduction or data, tables, calculations, letters or other documents or any other writing copy of writing of any nature whatsoever pertaining to the business of the Company or any of its subsidiaries.

  
**Principal**  
**Megha Inst. Of Engg. & Tech for Women**  
Eduabadi) Ghatkesar (M), Medchal Dist. Telangana

**OFFER LETTER**

Dear Ms. Bhupalwari Pranaya,

We are pleased to offer you the position of "Sales Executive" and require you to join on or before 22<sup>nd</sup> May, 2017.

The following are the terms and conditions of our Company **M/s Aliens Developers Pvt. Ltd.**

Your Cost To Company per annum is **Rs. 1,70,400/- (Rupees One lakh Seventy thousand Four Hundred Only).**

**Code of Conduct**

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- You will devote full time to the work of the company and shall not undertake any other direct/indirect business or work, honorary or remunerative, except with the written permission of the Company.
- As long as you are in the employment of the Company, you will, at all times, observe secrecy and confidentiality in respect of any technical, trade or business data or any other information that might come to your knowledge or possession, which according to the Company, are necessarily confidential and form valuable property of the Company and not made available to the trade and furthermore, you will not disclose them without authority of the company to anyone other than the Company's Officers authorized to receive them and even after you have ceased to be in service of the company, you shall not disclose them to anyone.
- You shall maintain proper discipline and dignity of your office and shall deal with all matters and sobriety.
- You shall maintain and keep in your safe custody such books, registers, documents and other papers as may be issued to you or may come in your possession and shall return the same when required.
- You will forthwith inform the Company of any change in your residential address.
- You will observe work timings and holiday as applicable to your location and place of work.
- Upon leaving the Company, you will not take with you any drawing, blue print or other reproduction or data, tables, calculations, letters or other documents or any other writing copy of writing of any nature whatsoever pertaining to the business of the Company or any of its subsidiaries.

  
**Principal**  
**Megha Inst. Of Engg. & Tech for Women**  
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## Other Rules & Regulations

- You will be entitled to leave in accordance with the Company Rules.
- Increments are not automatic but will be based solely on efficient, satisfactory and loyal discharge of duties as assessed by our performance appraisal systems.
- It is agreed that it shall be open to the Company from time to time to vary any remuneration, benefit, facility or perquisite that may be extended to you on a review of the Company's decision in this behalf.
- If during the period of your employment with us you achieve any invention process improvement, operational improvement or other processes/methods, likely to result in more efficient operation of any of the activities of the Company, the Company shall be entitled to use, utilize and such improvements .
- Your appointment is subject to your submitting copies of your credentials i.e. marks sheets, certificates, etc.
- Please return the duplicate copy of this letter duly signed in token of acceptance of the terms and conditions of employment.

## Notice Period

- Your employment will be subject to termination on 30 day's notice on either side or salary in lieu thereof.

For Aliens Developers Pvt. Ltd.



I hereby accept the position, terms & conditions of employment offered.

  
**Principal**  
**Megha Inst.Of Engg.& Tech for Women**  
Edutabad(v) Ghatkesar (M), Medchal Dist T.S-501304



**OFFER LETTER**

**Dear Ms. Boggulapally Pravalika,**

We are pleased to offer you the position of "**Sales Executive**" and require you to join on or before 22<sup>nd</sup> May, 2017.

The following are the terms and conditions of our Company **M/s Aliens Developers Pvt. Ltd.**

Your Cost To Company per annum is **Rs. 1,70,400/- (Rupees One lakh Seventy thousand Four Hundred Only).**

**Code of Conduct**

- Your designation is merely indicative of the responsibilities, which you are required to carry out. The Company shall be entitled to require you, at any time, to perform any other administrative, managerial, supervisory, or other functions and you will be bound to carry out such functions.
- You will devote full time to the work of the company and shall not undertake any other direct/indirect business or work, honorary or remunerative, except with the written permission of the Company.
- As long as you are in the employment of the Company, you will, at all times, observe secrecy and confidentiality in respect of any technical, trade or business data or any other information that might come to your knowledge or possession, which according to the Company, are necessarily confidential and form valuable property of the Company and not made available to the trade and furthermore, you will not disclose them without authority of the company to anyone other than the Company's Officers authorized to receive them and even after you have ceased to be in service of the company, you shall not disclose them to anyone.
- You shall maintain proper discipline and dignity of your office and shall deal with all matters and sobriety.
- You shall maintain and keep in your safe custody such books, registers, documents and other papers as may be issued to you or may come in your possession and shall return the same when required.
- You will forthwith inform the Company of any change in your residential address.
- You will observe work timings and holiday as applicable to your location and place of work.
- Upon leaving the Company, you will not take with you any drawing, blue print or other reproduction or data, tables, calculations, letters or other documents or any other writing copy of writing of any nature whatsoever pertaining to the business of the Company or any of its subsidiaries.

  
**Principal**  
**Megha Inst. Of Engg. & Tech for Women**  
Eduabad(v) Ghatkesar (M), Medchal Dist T.S-501301

**OFFER LETTER**

**Dear Ms. K. Vaishnavi,**

We are pleased to offer you the position of "**Sales Executive**" and require you to join on or before 22<sup>nd</sup> May, 2017.

The following are the terms and conditions of our Company **M/s Aliens Developers Pvt. Ltd.**

Your Cost To Company per annum is **Rs. 1,70,400/- (Rupees One lakh Seventy thousand Four Hundred Only).**

**Code of Conduct**

- Your designation is merely indicative of the responsibilities, which you are required to carry out. The Company shall be entitled to require you, at any time, to perform any other administrative, managerial, supervisory, or other functions and you will be bound to carry out such functions.
- You will devote full time to the work of the company and shall not undertake any other direct/indirect business or work, honorary or remunerative, except with the written permission of the Company.
- As long as you are in the employment of the Company, you will, at all times, observe secrecy and confidentiality in respect of any technical, trade or business data or any other information that might come to your knowledge or possession, which according to the Company, are necessarily confidential and form valuable property of the Company and not made available to the trade and furthermore, you will not disclose them without authority of the company to anyone other than the Company's Officers authorized to receive them and even after you have ceased to be in service of the company, you shall not disclose them to anyone.
- You shall maintain proper discipline and dignity of your office and shall deal with all matters and sobriety.
- You shall maintain and keep in your safe custody such books, registers, documents and other papers as may be issued to you or may come in your possession and shall return the same when required.
- You will forthwith inform the Company of any change in your residential address.
- You will observe work timings and holiday as applicable to your location and place of work.
- Upon leaving the Company, you will not take with you any drawing, blue print or other reproduction or data, tables, calculations, letters or other documents or any other writing copy of writing of any nature whatsoever pertaining to the business of the Company or any of its subsidiaries.

  
**Principal**  
**Megha Inst. Of Engg. & Tech for Women**  
Edulabad(v) Ghatkesar (M), Medchal Dist T.S-501301

**OFFER LETTER**

**Dear Ms. Nethi Deepika,**

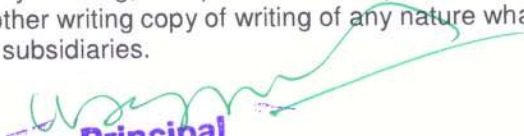
We are pleased to offer you the position of **"Sales Executive"** and require you to join on or before 22<sup>nd</sup> May, 2017.

The following are the terms and conditions of our Company **M/s Aliens Developers Pvt. Ltd.**

Your Cost To Company per annum is **Rs. 1,70,400/- (Rupees One lakh Seventy thousand Four Hundred Only).**

**Code of Conduct**

- Your designation is merely indicative of the responsibilities, which you are required to carry out. The Company shall be entitled to require you, at any time, to perform any other administrative, managerial, supervisory, or other functions and you will be bound to carry out such functions.
- You will devote full time to the work of the company and shall not undertake any other direct/indirect business or work, honorary or remunerative, except with the written permission of the Company.
- As long as you are in the employment of the Company, you will, at all times, observe secrecy and confidentiality in respect of any technical, trade or business data or any other information that might come to your knowledge or possession, which according to the Company, are necessarily confidential and form valuable property of the Company and not made available to the trade and furthermore, you will not disclose them without authority of the company to anyone other than the Company's Officers authorized to receive them and even after you have ceased to be in service of the company, you shall not disclose them to anyone.
- You shall maintain proper discipline and dignity of your office and shall deal with all matters and sobriety.
- You shall maintain and keep in your safe custody such books, registers, documents and other papers as may be issued to you or may come in your possession and shall return the same when required.
- You will forthwith inform the Company of any change in your residential address.
- You will observe work timings and holiday as applicable to your location and place of work.
- Upon leaving the Company, you will not take with you any drawing, blue print or other reproduction or data, tables, calculations, letters or other documents or any other writing copy of writing of any nature whatsoever pertaining to the business of the Company or any of its subsidiaries.

  
**Principal**  
Megha Inst.Of Engg.& Tech for Women  
Edulabad(v) Ghatkesar (M), Medchal Dist T.S-501301

**OFFER LETTER**

Dear Ms. Mushfiqua Yamen,

We are pleased to offer you the position of "Sales Executive" and require you to join on or before 22<sup>nd</sup> May, 2017.

The following are the terms and conditions of our Company M/s Aliens Developers Pvt. Ltd.

Your Cost To Company per annum is **Rs. 1,70,400/- (Rupees One lakh Seventy thousand Four Hundred Only).**

**Code of Conduct**

- Your designation is merely indicative of the responsibilities, which you are required to carry out. The Company shall be entitled to require you, at any time, to perform any other administrative, managerial, supervisory, or other functions and you will be bound to carry out such functions.
- You will devote full time to the work of the company and shall not undertake any other direct/indirect business or work, honorary or remunerative, except with the written permission of the Company.
- As long as you are in the employment of the Company, you will, at all times, observe secrecy and confidentiality in respect of any technical, trade or business data or any other information that might come to your knowledge or possession, which according to the Company, are necessarily confidential and form valuable property of the Company and not made available to the trade and furthermore, you will not disclose them without authority of the company to anyone other than the Company's Officers authorized to receive them and even after you have ceased to be in service of the company, you shall not disclose them to anyone.
- You shall maintain proper discipline and dignity of your office and shall deal with all matters and sobriety.
- You shall maintain and keep in your safe custody such books, registers, documents and other papers as may be issued to you or may come in your possession and shall return the same when required.
- You will forthwith inform the Company of any change in your residential address.
- You will observe work timings and holiday as applicable to your location and place of work.
- Upon leaving the Company, you will not take with you any drawing, blue print or other reproduction or data, tables, calculations, letters or other documents or any other writing copy of writing of any nature whatsoever pertaining to the business of the Company or any of its subsidiaries.

  
**Principal**  
Megha Inst.Of Engg.& Tech for Women  
Edulabad(v) Ghatkesar (M), Medchal Dist T.S-501304

Ref: 797083/1856347/Permt

Date: 10th March, 2021

Neela Sankeerthi  
Sri Mukunda Deluxe Women Hostel  
Kompally, Hyderabad - 500014  
Phone No: 9121059097

## Subject - Offer of Appointment

Dear **Neela Sankeerthi**,

It is our pleasure to welcome you to Tech Mahindra Limited.

1. With reference to our discussions, we are pleased to offer you appointment in our Organization as **Associate Customer Support** on **U1** band, operating out of our **Hyderabad** office.
2. Your "Annual Total Cash Compensation" will be **Rs. 210000 (Rupees Two Lakhs Ten Thousand Only)**. Please refer **Annexure-A** for details on the compensation and statutory deductions.
3. Your remuneration package is strictly confidential between you and here after, referred as The Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.
4. Your employment with us will be governed by terms and conditions as specified in **Annexure-B**.
5. You are required to join on **11th March, 2021** at the below mentioned location. The Offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing.
6. On the date of joining, you are requested to report to **Naresh Kumar G at 12:00 PM** to complete the joining formalities at **Tech Mahindra Limited, SEZ Block, Unit V, Bahadurpally, Hyderabad - 500043**. At the time of joining, you are expected to carry originals of the documents as per **Annexure - D** and submit the copies of the same to the HR Team.
7. Please note that this Offer is subject to your being given a clear background check either at the time of reporting/joining or thereafter depending upon our receipt of the background check report from the agency.
8. Kindly acknowledge acceptance of this Offer of Appointment by signing and returning the 'acceptance copy' to **Naresh Kumar G** latest by **11th March, 2021**.

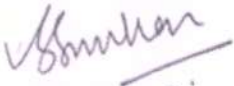


Principal  
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Edulabad, Ghatkesar (MdI),  
Hyderabad - 501 301

9. For any clarification / further Information on-

- Employment terms and conditions, please get in touch with Offers Team (E-Mail: [PS00551100@TechMahindra.com](mailto:PS00551100@TechMahindra.com))

For Tech Mahindra Limited



Suchitra Kerkar  
Global Head – Human Resource

**Encl:** Annexure-A (Salary Structure), Annexure-B (Important / Indicative Terms & Conditions of Employment), Annexure-C (Medical Self declaration), Annexure-D (Check List of Documents), Annexure-E (Confidentiality Agreement), Annexure F – Intellectual property Assignment, Annexure-G – General Covenant, Annexure H -(Code of Conduct and Ethics).

Accepted

Date:

Signature of Candidate:



Principal  
Magna Inst. of Engg. & Tech for Women  
Edujabad, Ghatkesar (M.S.)  
Medchal Dist-501 301

## Annexure – A

NAME	Neela Sankeerthi	
TITLE	Associate Customer Support	
BAND	U1	
LOCATION	Hyderabad	
<b>COMPONENTS</b>	<b>Per Annum</b> (All figures in Indian Rupees)	
BASIC (@20% OF TOTAL FIXED PAY)	40157	
HRA (@70% OF BASIC)	28110	
TRANSPORT ALLOWANCE	12000	
BONUS / STATUTORY BONUS	8031	
EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND (@12% OF BASIC PAY)	4819	
EMPLOYER'S CONTRIBUTION TO ESI (3.25% OF TOTAL SALARY COMPONENTS)	6168	
PERSONAL PAY	101500	
<b>TOTAL FIXED PAY..... (A)</b>	<b>200785</b>	
<b>ADDITIONAL BENEFITS..... (B)</b>	<b>9215</b>	
GRATUITY	1932	
INSURANCE PREMIUMS (towards GTLI, GMIP AND GPAI)	7283	
<b>TOTAL COST TO COMPANY..... (C) = (A) + (B)</b>	<b>210000</b>	

Additional Benefits : In addition to the above, you will also be eligible for the below-mentioned benefits -


**i) \*Transport Allowance:**

- Applicable, only if company transport is not availed.

**ii) \*\*Payment of Bonus:** The provisions of Payment of Bonus Act, 1965, as amended from time to time are currently applicable to you.

**iii) Insurance:**

- a) Group Term Life Insurance Coverage:** You would be covered under the existing Group Term Life Insurance scheme of the company applicable to the employees in your respective grades as per the company policy and the same will be paid to the respective nominated beneficiary on the unfortunate death of the employee.

  
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 Edulabad, Ghatkesar  
 Medchal Dist-501

may have requirement of recording specific time-efforts, you shall comply with such requirement also, in addition to Tech Mahindra Limited's timesheet system.

15. This offer is purely based on the information / documents provided by you and by accepting the offer, you specifically authorize The Company or any external agency through Tech Mahindra Limited to verify your educational, employment antecedents, your conduct and any other background checks prior to your joining The Company or thereafter. You shall extend your co-operation (if asked for) during such verification without any protest or demur.

---

This is to certify that I have gone through and understood all the terms and conditions mentioned in Annexure – B and I hereby accept and agree to abide by them. I am also required to fill the EMPLOYMENT VERIFICATION FORM, complete in all respects and bring it along with all the other documents / testimonials as required (Annexure D) at the time of joining.


Name in full :

Signature :

Address :

Date :

Place :

  
**Principal**  
**Megha Inst. Of Engg. & Tech for Women**  
Edu/abad(y) Ghatkesar (M), Medchal Dist T.S-501301




## Annexure- C - Medical Declaration

MEDICAL DECLARATION FORM			
Applicant ID <i>(To be filled by HR)</i>		Associate ID <i>(To be filled by HR)</i>	
First Name:		Last Name:	
Gender: Male / Female		Date of birth (DD/MM/YYYY)	
		Blood Group	

### Candidate's Medical History:

Candidate's Medical Details	Yes	No	Please provide the details
Do you have any defect or problem of vision?			
Can you readily distinguish between the pigmentary colors?			
Do you suffer from a degree of deafness which would prevent your hearing of normal conversation?			
Do you have any physical deformity / handicap?			
Do you have any congenital disorder / abnormality?			
Have you ever been diagnosed to have any Psychiatric ailment including Depression, Anxiety Neurosis, Phobic Disorders, Schizophrenia, Manic Depressive Psychosis or any other Psychiatric illness?			
Have you ever been diagnosed with an alcohol or drug abuse problem? If yes, are you on treatment for the same?			
Have you ever been disqualified on medical grounds from any previous employment opportunity?			

  
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 Edulabad(y) Ghatkesar (M), Medchal Dist T.S-501301

Have you ever been suffering from any Medical condition that may require you to take Medical Leave over the next 12 months?			
Have you had any form of critical illness or operation in the last two years?			
Have you ever been diagnosed to have Cancer, Tumor, Cyst or any similar type of growth?			

**Have you ever suffered/are you suffering from any of the following? (Please tick whichever applicable)**

<input type="checkbox"/>	Heart Attack	<input type="checkbox"/>	Diabetes
<input type="checkbox"/>	High Blood Pressure	<input type="checkbox"/>	Stroke
<input type="checkbox"/>	Night Blindness	<input type="checkbox"/>	Valve Disorders
<input type="checkbox"/>	Asthma	<input type="checkbox"/>	Slipped disc
Any other major disease/illness that you may be willing to disclose			

*aseema*  
**Principal**  
 Megha Inst. Of Engg. & Tech for Women  
 Edulabad(v) Ghatkesar (M), Medchal Dist. T.S-501301

Candidate's Declaration:

I declare that, to the best of my knowledge, the answers to the questions in this form are correct and that I am not suffering from any disease/illness that I have not revealed.

Signature:

Name:

Date:

(DD/MM/YY)

  
**Principal**  
Megha Inst.Of Engg.& Tech for Women  
Edulabad(v) Ghatkesar (M), Medchal Dist T.S-501301

## Annexure – D – Checklist of the Documents

At the time of joining, you are requested to bring the following documents in **original(For Verification only)**, along with 1 copy of each.

- (a) Certificates' supporting your educational qualifications along with marks sheets
- Xth Certificate & mark sheets
  - XIIth Certificate & mark sheets
  - Degree Certificate & Semester/year-wise mark sheets
  - Master's Certificate & Semester/year-wise mark sheets
  - Diploma/PG Diploma Certificate & Transcripts
  - Any other Certificate with supporting documents – if any
- (b) Your relieving letter from your present organization
- (c) Service Certificate from the last employer as well as all previous employers.
- (d) Acceptance copy of Tech Mahindra Limited's offer of appointment duly signed.
- (e) Two passport-sized color photographs with white background.
- (f) Valid Passport  
*Please submit copy of the valid Passport (inclusive of all blank pages). In case you have applied for it, please submit the proof of Passport Office submission ticket. Upon receipt of Passport from Passport Office, please submit the documents to HR.*
- (g) PAN Card and Proof of PAN Number  
*You MUST carry and provide your PAN Card copy. Please note that it is mandatory to provide the PAN number for processing of your payroll and no payments on account of salaries can be made without a PAN Number. If applied for please submit a copy of the acknowledgement as issued by the Income Tax authorities.*
- (h) Aadhaar Card  
*You MUST carry and provide your Aadhaar Card copy. Please note that it is mandatory to provide your Aadhaar card number for processing KYC in EPFO portal. If applied for, please submit a copy of the acknowledgement as issued by the authorities.*

Your offer has been made based on the information furnished by you. However, if there is a discrepancy in the copies of the documents/certificates given by you as a proof in support of the above, The Company reserves the right to revoke the offer.


*[Signature]*  
**Principal**  
Megha Inst. Of Engg. & Tech for Women  
Eduabab(v) Ghatkesar (M), Medchal Dist T.S-501301

## Annexure E - Confidentiality Agreement

I understand that during my employment with Tech Mahindra Limited., I will have access to information for its customers, suppliers, vendors and licensors, any or all of which are referred to in this agreement "Tech Mahindra Limited. I also understand that this information, whether technical or non-technical is commercially valuable. It is referred to in this agreement as "confidential information".

A few examples of confidential information are given below. However these examples do not list all of the types of confidential information which I may develop or to which I may have access:

- 1) Information of a business nature such as marketing, underwriting, associate customer and claimant data, sales, and list of customers, including future developments and planning concerning them.
- 2) Computers /software programs and associated documentation and material which are propriety to Tech Mahindra Limited or which Tech Mahindra Limited. is under an obligation to prevent this disclosure.
- 3) Information from Tech Mahindra Limited's vendor and supplier which is confidential, propriety or copyrighted.
- 4) I hereby agree that :
  - The confidential information shall remain the sole and exclusive propriety of Tech Mahindra Limited and I shall regard it as confidential and secret information.
  - The confidential information is the property considered to be the trade secrets of Tech Mahindra Limited because it involves processes and compilation of information which are secret, confidential, and not generally known to the public and which are the products of expenditure of time, effort, money, and /or creative skills of Tech Mahindra Limited.
  - The use of confidential information is furnished to me during my employment on a confidential and secret basis for a sole and exclusive use and pursuing my employment duties at Tech Mahindra Limited.
  - I will not, during and after my employment at Tech Mahindra Limited., publish, disclosed, or otherwise divulge the confidential information to any person not specifically authorized by Tech Mahindra Limited. to receive such information.
  - I will not copy and confidential information for any purpose except with the express consent of the Tech Mahindra Limited. Officials or the expressed written authorization of the third party owner.
  - Upon termination of my employment with Tech Mahindra Limited., or at any other time at Tech Mahindra Limited. request, I agree to return promptly to Tech Mahindra Limited., all confidential information, including but not limited to all manuals, letters, notes, notebooks, reports, formulae, computer programs and associated documentation and material, memoranda, customer list and all other materials and all copies of them relating in any way to Tech Mahindra Limited which in any way were obtained by me during my employment at Tech Mahindra Limited .which are in my possession or under my control. I further agree that I will not make or retain any copies of the above mentioned information and will so represent to Tech Mahindra Limited. upon termination of my employment.
  - This confidentiality agreement will continue to be in effect after the termination of my employment with Tech Mahindra Limited.

  
**Principal**  
Megha Inst.Of Engg.& Tech for Women  
Edulabad(v) Ghatkesar (M), Medchal Dist T.S-501301

- IF any provision of this agreement is declared invalid or unenforceable with respect to a particular occurrence or circumstance or otherwise, that will not affect the validity, enforceability, or applicability of any other provision of this agreement.

Name:

Signature:

Date :

  
**Principal**  
Megha Inst. Of Engg. & Tech for Women  
Edulabad(V) Ghatkesar (M), Medchal Dist.T.S-501301

## Annexure - F - Intellectual Property Assignment

Associate Name:

Associate ID:

Date:

In consideration of my employment with Tech Mahindra Limited and in view of the confidential nature of employment by reason of which I will obtain and have obtained special knowledge of Tech Mahindra Limited and business, its necessities and plans and the information of its customer, I hereby agree as follows:

### (a) Intellectual Property Assignment

I hereby assign, to Tech Mahindra Limited or its successor, designees or assigns, any and all rights in any design, invention, discovery, or other intellectual property (including without limitation, right to apply for and obtain a patent) which I may create, develop or assist in creating or developing during my employment which design, inventions, discovery and other intellectual property relate to services provided/ to be provided or products or systems manufactured or developed or licensed or sold by Tech Mahindra Limited whenever made by me and for any work made and/or created or cause to made and/or created in the course of my employment whether on the customer project or otherwise.

Tech Mahindra Limited shall be the first owner of the copyrights therein and for work made and/or created or cause to made and/or created in the course of my employment. If by virtue of any law or any judgment, Tech Mahindra Limited is not the first owner, then I hereby assign, exclusively and irrevocably, the same, wholly and generally, forever throughout the world, without any obligation of payment of royalty or any other sum of money or benefit(s), the whole of the copyright(s) in all such work(s) and further waive all my moral rights wholly in favour of Tech Mahindra Limited I also agree to sign on demand, whether during the employment or any time thereafter, any papers and do any acts which may be deemed necessary or desirable by Tech Mahindra Limited to secure to Tech Mahindra Limited., its successors, designees, or assign, any right relating to such design, invention, discovery, copyright or intellectual property and improvement including patents in India or any other foreign country.

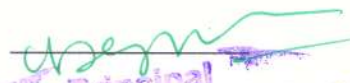
### (b) Restrictions after Termination

I further agree upon termination of my employment to surrender to Tech Mahindra Limited all software programs, data (whether in hard copy form or in electronic form), notebooks, designs, drawings, blueprints, writings, manuals, price books, any business or market information, business and technical brochures, service models and techniques and other documents and materials (including all copies) then in my possession or control, which relate in any way to the business, research, development, sales, sales promotions, marketing or customer's information or other activities of Tech Mahindra Limited The obligations stated under this Agreement shall survive the termination or discontinuation of my employment with Tech Mahindra Limited.

WITNESSED

ACCEPTED

\_\_\_\_\_

  
Principal  
Wegha Inst. Of Engg. & Tech for Women  
Edulabad(y), Ghatkesar (M), Medchal Dist.T.S-501301

## Annexure – G

### Agreement – General Covenant Against Disclosure and Covenant Not to Compete / Non- Solicitation

In consideration of my employment "Tech Mahindra Limited", and in consideration of the wages or salary to be paid to me, and regardless of the duration of my employment, I enter into the following agreements:

1. I agree to perform competently, diligently, reliably, and to the best of my ability all duties required of me from time to time by Tech Mahindra Limited I shall not directly or indirectly, either as an associate, employer, consultant, agent, principal, partner, stockholder, corporate officer, director or in any other individual or representative capacity, engage or participate in any business that is in competition in any manner whatsoever with the business of Tech Mahindra Limited during the term of my employment with Tech Mahindra Limited either within or outside of business hours.

2. I acknowledge and agree that I am bound by all of the terms and conditions of my Service Agreement in addition to the terms and conditions of this agreement.

3. **Actions Required on Termination:** Upon termination of my employment at Tech Mahindra Limited whether voluntary or involuntary (or at any other time upon the request of Tech Mahindra Limited.), I shall return to Tech Mahindra Limited all of its property of which I have had custody, including all handbooks, manuals, notebooks, supplies, credit cards, keys, disks, tapes, records, statistics, data and Confidential Information (defined herein) for which I have acquired by virtue of my employment, regardless of form or media.

4. **Covenant Against Disclosure:** I understand that it may be desirable and necessary for Tech Mahindra Limited or any of its suppliers, licensors, licensees or customers to disclose to me information which may include, by way of illustration and not by way of limitation, technical information, designs, drawings, processes, systems, procedures, formulae, test data, improvements, price lists, financial data, code books, invoices, financial statements and other financial information, computer programs, disks, printouts, sketches, customer and prospect contacts, customer and prospect lists, names, addresses or any other compilation of information written or unwritten (both individually and collectively referred to herein as "Confidential Information") during the course of my employment.

Because I will have access to and become familiar with such Confidential Information, I hereby agree to accept and retain such Confidential Information in confidence and agree, at all times during or after the termination of my employment, not to, directly or indirectly, disclose, reveal, use, copyright or patent such Confidential Information, without the prior written consent of an authorized officer Tech Mahindra Limited I also agree to keep the contractual relationships of Tech Mahindra Limited with its suppliers, licensors, licensees, customers, contractors, and subcontractors confidential, including the

*(Signature)*  
**Principal**  
Megha Inst. Of Engg & Tech for Women  
Edutabad(V) Chhatrapur (H), Medchal Dist T.S-501304



names, addresses, or special requirements of Tech Mahindra Limited's customers. This Section 4 is intended to apply to all materials, which I may compile, as well as to all materials furnished to me by anyone else in connection with my employment.

a. Because it may not be clear to Associate which information is Confidential Information, in order to minimize the possibility of inadvertent disclosure, Associate agrees to consult with Tech Mahindra Limited before making any disclosure of information covered by this Agreement.

b. Associate may disclose information if such disclosure is directly pursuant to a valid and existing order of a court, or a governmental body or agency, within India; provided, however, that prior to such disclosure, the Associate (i) notifies Tech Mahindra Limited in writing of the prospective order, or proceeding giving rise to such order, and (ii) Tech Mahindra Limited has had the opportunity to prevent or limit such disclosure.

c. In the event of a breach or threatened breach of this Section 4 by Associate, Tech Mahindra Limited shall be entitled, in addition to all other remedies otherwise available to Tech Mahindra Limited to and Associate hereby consents to the issuance thereof forthwith in any court of competent jurisdiction without proof of specific damages. Associate waives any requirement for a bond in connection with any temporary or pendente lite injunctive relief.

d. In the event that Tech Mahindra Limited shall enforce any part of this Agreement through legal proceedings and obtains any judgment or order in such proceedings, Associate agrees to pay to Tech Mahindra Limited any costs and attorneys' fees reasonably incurred by Tech Mahindra Limited in connection with obtaining such judgment or order.

If any court should hold any part of the covenants set forth herein to be unreasonable, or otherwise unenforceable, the parties expressly agree that the covenants set forth herein shall be enforced to the extent that would otherwise be deemed reasonable or enforceable. In the event of any breach by Associate, the Non-Compete Period shall be extended on a per diem basis for the period that Associate is in breach.

**5. Ownership of Work Product:** Tech Mahindra Limited shall be the sole owner of all of my work product. For this purpose, "work product" means all inventions, improvements, discoveries, documentation, programming and technology (including all associated intellectual property rights) that I may create (alone or with others, at work or elsewhere, during or after the normal workday) relating to the work I do, the business of Tech Mahindra Limited or any research or development conducted by Tech Mahindra Limited I agree to assign, disclose and deliver to Tech Mahindra Limited as Tech Mahindra Limited's property, all right and evidence I may have or acquire with respect to any and all work product, and I agree to take such further actions and sign such further instruments as Tech Mahindra Limited may request from time to time to protect and defend its ownership of any and all work product. I understand that disclosure of my suggestions and ideas is encouraged.

*Dem*  
**Principal**  
**Megha Inst. Of Engg. & Tech for Women**  
Edulabad(v) Ghatkesar (M), Medchal Dist T.S-501301

**6. Partial Restriction on Post-Termination Competition:** Background. Tech Mahindra Limited expects to invest considerable time, effort and capital in enhancing the value and desirability of my skills. Both this investment and my compensation reflect Tech Mahindra Limited's expectation of receiving a considerable return from the exclusive use of my services and know-how in the future, free from any danger that Tech Mahindra Limited's customers or competitors may attempt to cause me to leave Tech Mahindra Limited and wrongfully gain the benefit of Tech Mahindra Limited's investment. The partial restraint set forth in this Section 6 does not, and cannot, provide complete protection for Tech Mahindra Limited's investment, development efforts, product, strategy, proprietary and Confidential Information, but Tech Mahindra Limited believes that in combination with the other provisions of this Agreement, it is the most fair and reasonable measure to protect Tech Mahindra Limited's interest, giving due regard to both my interests and the interests of Tech Mahindra Limited.

**7. Covenant Not To Compete.** I hereby covenant and agree as a part of and ancillary to this Agreement that for the 12 months period following the termination of my employment with Tech Mahindra Limited (irrespective of the reason for or such termination),

(a) I will not solicit, or attempt to solicit, or cause any third party to solicit, directly or indirectly, any customer of Tech Mahindra Limited for the purpose of selling or licensing products or services that are then competitive with the products and services that are then available to that customer from Tech Mahindra Limited provided, however, that this restriction shall apply only to customers of Tech Mahindra Limited with whom I actually have material contact (meaning direct interaction, such as through sales calls, presentations or other business dealings) in the course of performing my employment duties for Tech Mahindra Limited within the two year period preceding the date my employment with Tech Mahindra Limited ends. It is understood that this restriction is necessary to avoid possible compromise of Confidential Information and business interest.

(b) I will not (1) seek or obtain employment of any kind by any means, directly or indirectly, as either associate, agent or consultant, with any customer of Tech Mahindra Limited's for which I am providing services on behalf of Tech Mahindra Limited that are competitive with the products and services available to the client from Tech Mahindra Limited provided however, that this restriction shall apply only to employment to perform the same or substantially similar services that I am performing for the client as a Tech Mahindra Limited associate; or (2) induce or solicit any associate of Tech Mahindra Limited to seek or obtain such employment with a customer of Tech Mahindra Limited This restriction applies to my acceptance of any employment by a customer through general advertising or third party recruitment;

I accept and agree that the above covenants (a) and (b) are reasonable restrictions imposed with an objective to protect Tech Mahindra Limited's legitimate business interests and proprietary and confidential information. Given the compensation and benefits provided to me, I agree that the restriction as to time and scope contained herein are reasonable and necessary to protect Tech Mahindra Limited's business interests and

**Principal**  
**Megha Inst. Of Engg. & Tech for Women**  
Edulabad(v) Ghatkesar (M), Medchal Dist T.S-501301

proprietary information. I have sufficient skills to find alternative, commensurate employment that would not violate the terms of this undertaking. I acknowledge that adherence to this undertaking shall not deprive me of the ability to earn a living or support my dependents.

**8. Compliance Not Contingent Upon Additional Consideration:** I understand and acknowledge that the wages, compensation,, benefits training and experience that Tech Mahindra Limited. provides to me shall be full and sufficient consideration for the promises contained in this Agreement. I have not been promised, and shall not claim, any additional or special payment or compliance with the covenants and agreements herein.

**9. Damages and Remedies:** I acknowledge and agree that if violate this Agreement, Tech Mahindra Limited may take legal action against me as follows: (1) Tech Mahindra Limited. may take legal action in the court specified below in Paragraph 14 for the liquidated damages specified in Paragraph 6 above and (2) a violation of this Agreement is likely to cause severe and irreparable Cause injury to the business, good will, client relations and proprietary information of Tech Mahindra Limited., an injury that is not adequately compensable by money damages alone. Accordingly, in the event of a breach (or threatened or attempted breach) of this Agreement, Tech Mahindra Limited. shall, in addition to any other rights and remedies, be entitled to immediate, appropriate injunctive relief, or a decree of specific performance of this Agreement, without the necessity of showing any irreparable injury or special damages, in any court of competent jurisdiction.

**10. Severability:** Each paragraph and provision of this Agreement is severable from the contract and if one provision is declared invalid, the remaining provisions shall nevertheless remain in full force and effect. Further, the invalid provision or part shall remain enforceable to the extent permitted by law.

**11. Entire Agreement:** This Agreement reflects the full and complete agreement between myself and Tech Mahindra Limited. on the subjects covered herein and supersedes and replaces all prior negotiations or agreements, whether written or oral. This Agreement shall only be modified, altered or replaced by a subsequent writing, signed by myself and an authorized officer of Tech Mahindra Limited.

**12. Binding Effect:** This Agreement shall inure to the benefit of, and be binding upon, my heirs, executors, administrators and personal representatives as well as the subsidiaries and affiliates of Tech Mahindra Limited. (Together with their successors and assigns).

**13. Choice of Law:** This Agreement will be governed and controlled in all respects by the laws of India.

**14. Choice of Forum:** The parties submit to the jurisdiction and venue of India with respect to any action arising, directly or indirectly, out of this Agreement or the performance or breach of this Agreement. The parties stipulate that the venues referenced in this Agreement are convenient.

*Ushma*  
**Principal**  
Megha Inst. Of Engg. & Tech for Women  
Edulabad(v) Ghatkesar (M), Medchal Dist T.S-501301



# Study Telangana

## IDENTITY CARD



**Jatoth Chitti**  
Counsellor  
Cell: 9177567604

*Jatoth Chitti*  
Authorised Signature

Flat No.2, Sri Venkateswara Apartments, Srinagar Colony,  
Dilsukhnagar, Hyderabad - 500 060.

*[Handwritten Signature]*  
**Principal**  
Megha Inst Of Engg & Tech for Women  
Eduapur(V) Ghakasa (M), Teedotal Dist Ts-501304

**OFFER LETTER**

Dear Ms. Arsha Azmi,

We are pleased to offer you the position of "**Sales Executive**" and require you to join on or before 22<sup>nd</sup> May, 2017.

The following are the terms and conditions of our Company **M/s Aliens Developers Pvt. Ltd.**

Your Cost To Company per annum is **Rs. 1,70,400/- (Rupees One lakh Seventy thousand Four Hundred Only).**

**Code of Conduct**

- Your designation is merely indicative of the responsibilities, which you are required to carry out. The Company shall be entitled to require you, at any time, to perform any other administrative, managerial, supervisory, or other functions and you will be bound to carry out such functions.
- You will devote full time to the work of the company and shall not undertake any other direct/indirect business or work, honorary or remunerative, except with the written permission of the Company.
- As long as you are in the employment of the Company, you will, at all times, observe secrecy and confidentiality in respect of any technical, trade or business data or any other information that might come to your knowledge or possession, which according to the Company, are necessarily confidential and form valuable property of the Company and not made available to the trade and furthermore, you will not disclose them without authority of the company to anyone other than the Company's Officers authorized to receive them and even after you have ceased to be in service of the company, you shall not disclose them to anyone.
- You shall maintain proper discipline and dignity of your office and shall deal with all matters and sobriety.
- You shall maintain and keep in your safe custody such books, registers, documents and other papers as may be issued to you or may come in your possession and shall return the same when required.
- You will forthwith inform the Company of any change in your residential address.
- You will observe work timings and holiday as applicable to your location and place of work.
- Upon leaving the Company, you will not take with you any drawing, blue print or other reproduction or data, tables, calculations, letters or other documents or any other writing copy of writing of any nature whatsoever pertaining to the business of the Company or any of its subsidiaries.

  
**Principal**  
**Megha Inst.Of Engg.& Tech for Women**  
**Eduab(v) Ghatkesar (M), Medchal Dist T.S-501301**

## Other Rules & Regulations

- You will be entitled to leave in accordance with the Company Rules.
- Increments are not automatic but will be based solely on efficient, satisfactory and loyal discharge of duties as assessed by our performance appraisal systems.
- It is agreed that it shall be open to the Company from time to time to vary any remuneration, benefit, facility or perquisite that may be extended to you on a review of the Company's decision in this behalf.
- If during the period of your employment with us you achieve any invention process improvement, operational improvement or other processes/methods, likely to result in more efficient operation of any of the activities of the Company, the Company shall be entitled to use, utilize and such improvements .
- Your appointment is subject to your submitting copies of your credentials i.e. marks sheets, certificates, etc.
- Please return the duplicate copy of this letter duly signed in token of acceptance of the terms and conditions of employment.

## Notice Period

- Your employment will be subject to termination on 30 day's notice on either side or salary in lieu thereof.

For Aliens Developers Pvt. Ltd.



I hereby accept the position, terms & conditions of employment offered.

  
**Principal**  
Megha Inst.Of Engg.& Tech for Women  
Eduabad(v) Ghatkesar (M), Medchal Dist T.S-501301

CTC per month	14200		CTC per annum	170400	
		<b>EMPLOYEE</b>		<b>EMPLOYER</b>	
<b>BASIC</b>	5680	<b>PF</b>	682	<b>EPF</b>	756
<b>HRA</b>	2272	<b>PT</b>	100	<b>EESI</b>	639
<b>CON</b>	800	<b>ESI</b>	236		
<b>MED</b>	1250	<b>TDS</b>	0		
<b>SPL</b>	3442	<b>OTHER</b>	0		
<b>OTHER</b>		<b>TOT DEDUCTIONS</b>	1018		
<b>TOT EARNINGS</b>	13444	<b>NET PAY</b>	12426		
<b>GROSS</b>	13444				

  
**Principal**  
Megha Inst.Of Engg.& Tech for Women  
Eduabad(v) Ghatkesar (M), Medchal Dist T.S-501301

**OFFER LETTER**

Dear Ms. N.Ektha,

We are pleased to offer you the position of "**Sales Executive**" and require you to join on or before 22<sup>nd</sup> May, 2017.

The following are the terms and conditions of our Company **M/s Aliens Developers Pvt. Ltd.**

Your Cost To Company per annum is **Rs. 1,70,400/- (Rupees One lakh Seventy thousand Four Hundred Only).**

**Code of Conduct**

- Your designation is merely indicative of the responsibilities, which you are required to carry out. The Company shall be entitled to require you, at any time, to perform any other administrative, managerial, supervisory, or other functions and you will be bound to carry out such functions.
- You will devote full time to the work of the company and shall not undertake any other direct/indirect business or work, honorary or remunerative, except with the written permission of the Company.
- As long as you are in the employment of the Company, you will, at all times, observe secrecy and confidentiality in respect of any technical, trade or business data or any other information that might come to your knowledge or possession, which according to the Company, are necessarily confidential and form valuable property of the Company and not made available to the trade and furthermore, you will not disclose them without authority of the company to anyone other than the Company's Officers authorized to receive them and even after you have ceased to be in service of the company, you shall not disclose them to anyone.
- You shall maintain proper discipline and dignity of your office and shall deal with all matters and sobriety.
- You shall maintain and keep in your safe custody such books, registers, documents and other papers as may be issued to you or may come in your possession and shall return the same when required.
- You will forthwith inform the Company of any change in your residential address.
- You will observe work timings and holiday as applicable to your location and place of work.
- Upon leaving the Company, you will not take with you any drawing, blue print or other reproduction or data, tables, calculations, letters or other documents or any other writing copy of writing of any nature whatsoever pertaining to the business of the Company or any of its subsidiaries.



**OFFER LETTER**

Dear Ms. G. Sravya,

We are pleased to offer you the position of **"Sales Executive"** and require you to join on or before 22<sup>nd</sup> May, 2017.

The following are the terms and conditions of our Company **M/s Aliens Developers Pvt. Ltd.**

Your Cost To Company per annum is **Rs. 1,70,400/- (Rupees One lakh Seventy thousand Four Hundred Only).**

**Code of Conduct**

- Your designation is merely indicative of the responsibilities, which you are required to carry out. The Company shall be entitled to require you, at any time, to perform any other administrative, managerial, supervisory, or other functions and you will be bound to carry out such functions.
- You will devote full time to the work of the company and shall not undertake any other direct/indirect business or work, honorary or remunerative, except with the written permission of the Company.
- As long as you are in the employment of the Company, you will, at all times, observe secrecy and confidentiality in respect of any technical, trade or business data or any other information that might come to your knowledge or possession, which according to the Company, are necessarily confidential and form valuable property of the Company and not made available to the trade and furthermore, you will not disclose them without authority of the company to anyone other than the Company's Officers authorized to receive them and even after you have ceased to be in service of the company, you shall not disclose them to anyone.
- You shall maintain proper discipline and dignity of your office and shall deal with all matters and sobriety.
- You shall maintain and keep in your safe custody such books, registers, documents and other papers as may be issued to you or may come in your possession and shall return the same when required.
- You will forthwith inform the Company of any change in your residential address.
- You will observe work timings and holiday as applicable to your location and place of work.
- Upon leaving the Company, you will not take with you any drawing, blue print or other reproduction or data, tables, calculations, letters or other documents or any other writing copy of writing of any nature whatsoever pertaining to the business of the Company or any of its subsidiaries.

**OFFER LETTER**

Dear Ms. Daripelly Kavyasri,

We are pleased to offer you the position of "Sales Executive" and require you to join on or before 22<sup>nd</sup> May, 2017.

The following are the terms and conditions of our Company M/s Aliens Developers Pvt. Ltd.

Your Cost To Company per annum is **Rs. 1,70,400/- (Rupees One lakh Seventy thousand Four Hundred Only)**.

**Code of Conduct**

- Your designation is merely indicative of the responsibilities, which you are required to carry out. The Company shall be entitled to require you, at any time, to perform any other administrative, managerial, supervisory, or other functions and you will be bound to carry out such functions.
- You will devote full time to the work of the company and shall not undertake any other direct/indirect business or work, honorary or remunerative, except with the written permission of the Company.
- As long as you are in the employment of the Company, you will, at all times, observe secrecy and confidentiality in respect of any technical, trade or business data or any other information that might come to your knowledge or possession, which according to the Company, are necessarily confidential and form valuable property of the Company and not made available to the trade and furthermore, you will not disclose them without authority of the company to anyone other than the Company's Officers authorized to receive them and even after you have ceased to be in service of the company, you shall not disclose them to anyone.
- You shall maintain proper discipline and dignity of your office and shall deal with all matters and sobriety.
- You shall maintain and keep in your safe custody such books, registers, documents and other papers as may be issued to you or may come in your possession and shall return the same when required.
- You will forthwith inform the Company of any change in your residential address.
- You will observe work timings and holiday as applicable to your location and place of work.
- Upon leaving the Company, you will not take with you any drawing, blue print or other reproduction or data, tables, calculations, letters or other documents or any other writing copy of writing of any nature whatsoever pertaining to the business of the Company or any of its subsidiaries.

  
**Principal**

**Megha Inst.Of Engg.& Tech for Women**  
Edulabad(v) Ghatkesar (M), Medchal Dist.T.S-501301

## Other Rules & Regulations

- You will be entitled to leave in accordance with the Company Rules.
- Increments are not automatic but will be based solely on efficient, satisfactory and loyal discharge of duties as assessed by our performance appraisal systems.
- It is agreed that it shall be open to the Company from time to time to vary any remuneration, benefit, facility or perquisite that may be extended to you on a review of the Company's decision in this behalf.
- If during the period of your employment with us you achieve any invention process improvement, operational improvement or other processes/methods, likely to result in more efficient operation of any of the activities of the Company, the Company shall be entitled to use, utilize and such improvements .
- Your appointment is subject to your submitting copies of your credentials i.e. marks sheets, certificates, etc.
- Please return the duplicate copy of this letter duly signed in token of acceptance of the terms and conditions of employment.

## Notice Period

- Your employment will be subject to termination on 30 day's notice on either side or salary in lieu thereof.

For Aliens Developers Pvt. Ltd.



I hereby accept the position, terms & conditions of employment offered.

*Handwritten signature in green ink*  
**Principal**  
Megha Inst. Of Engg. & Tech for Women  
Ghatkesar (M), Medchal Dist T.S-501301  
Eduabady)

CTC per month	14200		CTC per annum	170400	
		<b>EMPLOYEE</b>		<b>EMPLOYER</b>	
BASIC	5680	PF	682	EPF	756
HRA	2272	PT	100	EESI	639
CON	800	ESI	236		
MED	1250	TDS	0		
SPL	3442	OTHER	0		
OTHER		<b>TOT DEDUCTIONS</b>	1018		
<b>TOT EARNINGS</b>	13444	<b>NET PAY</b>	12426		
<b>GROSS</b>	13444				

  
**Principal**  
Megha Inst.Of Engg.& Tech for Women  
Edulabad(v) Ghatkesar (M), Medchal Dist T.S-501301

**OFFER LETTER**

Dear Ms. G. Swetha,

We are pleased to offer you the position of “**Sales Executive**” and require you to join on or before 22<sup>nd</sup> May, 2017.

The following are the terms and conditions of our Company **M/s Aliens Developers Pvt. Ltd.**

Your Cost To Company per annum is **Rs. 1,70,400/- (Rupees One lakh Seventy thousand Four Hundred Only).**

**Code of Conduct**

- Your designation is merely indicative of the responsibilities, which you are required to carry out. The Company shall be entitled to require you, at any time, to perform any other administrative, managerial, supervisory, or other functions and you will be bound to carry out such functions.
- You will devote full time to the work of the company and shall not undertake any other direct/indirect business or work, honorary or remunerative, except with the written permission of the Company.
- As long as you are in the employment of the Company, you will, at all times, observe secrecy and confidentiality in respect of any technical, trade or business data or any other information that might come to your knowledge or possession, which according to the Company, are necessarily confidential and form valuable property of the Company and not made available to the trade and furthermore, you will not disclose them without authority of the company to anyone other than the Company's Officers authorized to receive them and even after you have ceased to be in service of the company, you shall not disclose them to anyone.
- You shall maintain proper discipline and dignity of your office and shall deal with all matters and sobriety.
- You shall maintain and keep in your safe custody such books, registers, documents and other papers as may be issued to you or may come in your possession and shall return the same when required.
- You will forthwith inform the Company of any change in your residential address.
- You will observe work timings and holiday as applicable to your location and place of work.
- Upon leaving the Company, you will not take with you any drawing, blue print or other reproduction or data, tables, calculations, letters or other documents or any other writing copy of writing of any nature whatsoever pertaining to the business of the Company or any of its subsidiaries.

*Usham*  
Principal  
Tech. for Women

Usham R. Chatterjee (M)  
Medchal Dist. T.S-501 301

In the event of any violation of the terms of this clause, I agree that I shall be liable to Tech Mahindra Limited. For liquidated damages in the amount of the gross salary earned by me during the preceding one year from the date of such breach. I acknowledge and agree that said amount constitutes liquidated damages and not a penalty, and that the amount is a reasonable and fair estimate of the actual damages that Tech Mahindra Limited. Would incur upon such breach.

Following the expiration of the one year period described herein, I shall continue to be obligated under the Covenant Against Disclosure in Section 4 so long as such Confidential Information remains proprietary or protectable as confidential or trade secret information.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

Signature

\_\_\_\_\_  
Name of Candidate

For and on Behalf Of  
**Tech Mahindra Limited**



**Mukul Sah**  
Group Function Head (Support) – Human Resource



**Principal**  
**Megha Inst. Of Engg. & Tech for Women**  
Edulabad(v) Ghatkesar (M), Medchal Dist T.S-501301

## Annexure – H

PROOF OF ACCEPTANCE OF  
Code of Ethical Business Conduct (CEBC)  
And  
Statement of Policies and Procedures for Preventing Insider Trading

To  
Tech Mahindra Ltd.  
Date of Joining: \_\_\_\_\_  
Dear Sir/Madam,

I \_\_\_\_\_ Associate Id No \_\_\_\_\_

(Associate) of Tech Mahindra Ltd, do hereby state to have read and accepted that Tech Mahindra Code of Ethical Business Conduct (CEBC) and Statement of policies and Procedures for Preventing Insider Trading. In Company website ([www.techmahindra.com](http://www.techmahindra.com) >> Investors >> Overview),

I have read and fully understood the above stated code of conduct and Ethics for directors and Associates and Statement of Policies and Procedures for preventing Insider Trading and shall abide by the policies, procedures and Principles contained therein.

I understand that any misinterpretation and /or false understanding given herein may attract penalties as laid down under the policy.

Authorized Signatory (HR) Signature of the Associate  
Name:

*[Faint signature and stamp]*

*[Handwritten signature]*  
**Principal**  
Megha Inst. Of Engg. & Tech for Women  
Edutabad(v) Ghatkesar (M), Medchal Dist T.S-501301



## APPOINTMENT LETTER

**31 March, 2022**

Dear **SIDDU PAVANI**,

This is with reference to discussion you had with us recently. We are pleased to offer you the position of a **Associate** on the following terms:

### **1. Place of Employment and Timing:**

1. Your initial place of work will be at **IN-TG-Hyderabad**. However, your services are transferable, and may be assigned, after reasonable notice, to any location in India or abroad where the company or its affiliates conducts business. The duties to be performed by you hereunder shall be performed in such locations as are reasonably necessary or appropriate to carry out your duties hereunder, subject to reasonable travel requirements on behalf of the Company from time to time.
2. You will be expected to attend office - except when traveling on business during working hours/shifts as may be decided by the Company.

### **2. Compensation and Benefits:**

1. Compensation. As compensation for services to be rendered pursuant to this letter, the Company shall pay you an annual basic salary of **Rs 63200**. Other allowances / reimbursements as due to you are detailed in Annexure I.
2. You will be provided with a Comprehensive Medical Insurance and will also be covered under the Group Personal Accident Insurance, while on Company business.
3. You will be provided with Retirement Benefits namely, Provident Fund and Gratuity, in accordance with the laws of the country, and/or, as per company policy.
4. Your compensation shall be reviewed on the basis of merit and will be at the sole discretion of the company.

### **3. Reimbursement of Expenses:**

The Company will reimburse you for reasonable travel, and other business expenses incurred in connection with the performance of your duties hereunder, in accordance with the policy of the Company with respect thereto.

  
Wipro  
The Institute of Engineers & Technicians  
Edulabad, Ghatkesar (Dist),  
Medchal Dist-501 301



#### 4. Leaves:

You shall be entitled to reasonable periods of leave as per company policy (to be taken by agreement with the Company) with full pay. Entitlement & accumulation of the leave will be as per company policy.

#### 5. Term:

Employment period shall commence on **1 April, 2022** and You will join as a confirmed employee.

1. Your employment with the Company shall be terminable, without reasons, by either party giving two-months notice .The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time. .
2. During the term of employment, your performance and suitability for the roles will be continuously monitored and evaluated. Given the nature of your role, which is dependent on customer requirement, you would have to clear assessments prescribed by Wipro from time to time. In the event you fail to meet the prescribed measurement criteria as defined for your Process/Function or there is no suitable role available for you based on company requirement, the company reserves the right to terminate your employment in accordance with the bench policy. If you remain absent from work without authorization or reasonable explanation for more than seven consecutive working days, it will be presumed that you are no longer interested in working for Wipro and have voluntarily abandoned your services. In such a case, your employment with Wipro will stand terminated. In the event of termination of employee's services arising out of integrity, misconduct & disciplinary proceedings, no notice will be required from the company's side. In such case, you will not be entitled to any statutory compensation

#### 6. Retirement:

You will automatically retire on attaining the age of 58 years. You may be retired earlier if found medically unfit.

  
Principal  
Megha Inst. of Engg. & Tech for Wipro  
Edulabad, Ghatkesar (Dist)  
Machal Dist-601 301

BE YOURSELF  
MAKE A DIFFERENCE.

accenture

27-Dec-2017

Roja Chenchala  
C3050156  
H.No.4-88, LN colony, Annojiguda(V), Ghatkesar(M), Medchal(D),  
501301

Dear Roja,

Based on our recent discussions with you, we are pleased to extend you an offer to join Accenture Solutions Private Ltd (hereinafter referred to as 'the Company' or 'Accenture'), in our Accenture Operations Delivery Centers in India, Hyderabad. This letter will officially confirm your annual total earning potential and terms of your employment.

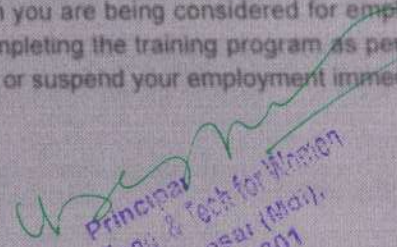
Role- Business Operations New Associate  
Career Level- 13  
Sublevel-3  
Talent Segment-Program, Project & Service Mgmt  
Business Deal-Non Contact Center

Your annual total cash compensation will be INR 171310 and will be structured as per the attached Annexure 1: Compensation Details. This will continue to be applicable until further communication on the same. Your annual total earning potential includes:

-Annual fixed compensation of INR 148000/-: this includes allowances and statutory benefits and will be structured in accordance with the Company's compensation guidelines. The said amount includes employer's contribution to Provident Fund, as applicable.

-Variable Bonus: You will be eligible to participate in the FY18 (September 2017 to August 2018) Individual Performance Bonus (IPB) Programme. The IPB is linked to your performance achievement and Company's performance. The IPB payouts can range from 0% to 15.75% of the eligible earning in FY18. The IPB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said financial year. More details on the IPB programme will be communicated to you after joining. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the IPB programme guidelines.

On joining you may undergo a training program in our Accenture Operations Delivery Centers in India to acquire the knowledge to enable you to successfully perform to the expectations of the position for which you are being considered for employment. This offer and your employment with Accenture are contingent upon you successfully completing the training program as per the satisfaction of Accenture. Failing which, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

  
Principal  
Katha Inst. of Engg & Tech for Women  
Edulabad, Ghatkesar (M.D),  
Medchal Dist-501301

REDMI NOTE 8 PRO  
AI QUAD CAMERA

06<sup>th</sup> January 2020

To  
Durgam Shallaja  
7-3-1, Check Post Kothagudam,  
Uttoor, Adilabad-504311

CONTRACT OF EMPLOYMENT

This has reference to your application and the subsequent interview you had with us. Further to your representation, the Management is pleased to appoint you as a **Consultant** subject to the following terms and conditions:

You are engaged as **Annotation Specialist** exclusively on contractual basis for a period of **Eleven Months** and it will be effective from the date of your joining i.e. **6<sup>th</sup> January 2020**.

1. You will be paid an amount of **Rs. 10000/- (Rupees Ten Thousand Only)** per month towards Consultation fee and payment shall be subject to taxes and other statutory deductions if applicable.
2. This contractual Employment would be devoid of any employment benefits and thus you cannot claim any benefits accruing to a regular employee of the company.
3. Your posting at present shall be at **Hyderabad** and you shall also be liable to be *deputed* to any of our Units / Branches / Offices anywhere in India in connection with your assignment or assigned the work of any sister concern organization. You will not be entitled to any additional remuneration on account of such deputation / transfer.
4. You shall be responsible for carrying out instructions given to you from time to time by the Management or by any person nominated by the Management on its behalf with professional standards and ethics.
5. You shall carry out the assigned duties and responsibilities with reasonable care and diligence and shall promote the interest of the Company to the best of your skill and ability.
6. The terms set out in this letter are not comprehensive. In all matters related to service conditions, conduct and discipline, you will be bound to abide by such rules and regulations that may for the time being be in force and such directions as may be given from time to time.
7. You will be entitled to such leave with pay as may be prescribed by the rules and orders for the time being in force.
8. You will not either during your contract with the Company or even after the termination of such contract, use or disclose to any other Company, Firm or Person(s), any of the concepts, drawing, secrets, developmental details, business or affairs of the Company and any other proprietary information of the Company which you may come into the possession/ knowledge, by virtue of your working.

*W. S. S. S.*  
Principal  
Megha Inst. of Engg. & Tech for Women  
Edulabad, Ghatkesar (near)  
Medchal Dist-501 301  
*D. Shallaja*

REDM NOTE (88) PPH  
AI QAD CAMERA


during the period of this contract, you shall not work for any other organization whether for remuneration or otherwise without the written permission of the Management. If you indulge in any of these activities, your services are liable to be terminated without any notice.

You should devote your whole time attention to the Company's Business only and you are strictly prohibited during the contractual employment with the Company which includes the time out side the working hours also from engaging yourself in any trade, business, occupation or employment, directly or indirectly, wholly or partly and whether paid or unpaid or honorary in any other Organization. If you indulge in any of these activities, your services are liable to be terminated without any notice.

11. All intellectual property rights, including but not limited to patents, copyright, design and trade marks, which arise out of the work done, executed by you shall vest in the Company and you renounce all such rights in favor of the Company. You shall sign all such documents, applications, as you may be called upon to do so, towards vesting such rights with the Company.
12. This contractual period shall automatically come to an end on the expiry of the period mentioned in Clause (1) above. However, where the Company suspends or abandons or discontinues the work for which you were engaged for any reason whatsoever, or you are found disabled or continuously ill, or not able to carry out the assigned duties and responsibilities due to your ill health, your services are liable to be terminated prematurely without any compensation or notice.
13. This contract is liable to be terminated during contractual period for any other reason not stipulated in any other Clauses by either party any time on giving one day notice to the other.
14. This Contractual Employment, in no way amounts to future employment with the company. You shall not have any Claim / Right for regularization of your services and shall not have any right to resort any Court of Law for regularization of your services or Extension / Renewal of Contract period and also in case your services are terminated during the period of Contract. However, you and the company can extend this contractual employment as mutually agreed.
15. You will be responsible for the safe-keeping and return good condition of all the Company's property which may be in your use, custody and charge at the time of leaving the Company.
16. a) Any notice, order, communication or intimation sent to the address furnished by you and entered in the Company record shall be deemed to have been served on you and received for all purposes of such communication / notice etc. Any change in your address shall be intimated to the office immediately.  
b) In respect of this clause, a registered letter sent to you along with a copy of the same under certificate of posting shall be deemed to be sufficient that the Company has served in the contents thereof on you.


This Contract of Employment is issued in duplicate. If the above terms and conditions are acceptable to you please return the duplicate copy of this letter after duly signed by you as a token of your acceptance of the terms and conditions immediately.

For Jotter.Ai Pvt Ltd

*Madhavi*  
Authorized Signatory  




*W. Ram*  
Principal  
I accept the Terms and Conditions set out above  
Medhavi  
Signature  
Acceptance  
Principal  
Widya Institute of Technology & Tech for Women  
Edulabad, Ghatprashasti, Medhavi  
Medhavi Dist-501309



Kavya Inbox 



savita@edubri... 12/28/2018

to me, parth, Sunil, Gujja...  

Dear Kavya,

We are pleased to appoint you as **Telecaller - Consultant** with us based at our **Ameerpet Center**.

Your work commencement date will be **31<sup>st</sup> - Dec - 2018** & your consultancy fees per month will be **Rs. 11,000K CTC [subject to TDS]** which we have agreed mutually.

Your consultant letter with terms will be released on your joining. Kindly send the documents scan copy before joining.

Kindly acknowledge this mail with your acceptance of the Offer. Please find the attached Joining form & the link below **greythr** kindly fill the same any doubt **call** me on my contact number mentioned in below signature.

  
Principal  
Inst. of Engg. & Tech for Women  
Edulabad, Ghatkesar (Md);  
Medchal Dist-501 301



viewform

Kindly bring the below documents hard copies on the date of your joining it has to be courier to the Santacruz office in Mumbai.

EduBridge Learning Pvt. Ltd.

Tenement 1/3 & 1/4 old MHB Colony

Opposite Kumar & Sons

Santacruz – East 400 055

Landmark – Next to Bilavar Bhavan

1. Qualification Certificate SSC, HSC, Graduate (Xerox Copies)
2. Aadhaar copy.
3. Pan card copy.
4. Experience letter. (If applicable)
5. 3 photos

Regards,

Savita Udasi

  
Principal  
Megha Inst. of Engg. & Tech for Women  
Edulabad, Ghatkesar (Mdr),  
Medchal Dist-501 301

IMCHR/OL362535

To,  
Mrs. C Laxmi Prasanna  
Hyderabad

23 May 2022

### Appointment Letter

Dear C Laxmi Prasanna,

We are delighted to offer you employment with M/s. Suvision Holdings Private Limited as **Relationship Manager - FFA - Acquisition** division. Your current engagement will be the "Work from Home" based employment. Your continued employment is contingent upon your successful execution of your responsibilities. The detailed terms and conditions of your employment will be as follows.

#### 1. Appointment

- 1.1 The Company hereby employs you as **Relationship Manager - FFA - Acquisition** on probationary basis pursuant to and in accordance with the terms and conditions set forth in this Appointment Letter.
- 1.2 **Date of joining** - Your date of joining the company's services and commencement of employment is **23 May 2022**.
  - **Working hours and weekly off** - The working hours of the company is 9.00 AM to 6.00 PM and six-day week (Monday to Saturday). However, your working hours may vary and be fixed by the management from time to time depending upon the exigencies of the work.
- 1.3 **Place of work and transfer** - Your present place of work will be at Home. This is a permanent Work from Home opportunity until you are promoted to the next level. At the discretion of the company, you may be asked to continue your work from office in future, posted or transferred to any unit/ undertaking or establishment /division / department / branch / office of the company or to any other group of company and you shall perform such duties as may be assigned to you from time to time.
- 1.4 **Training & Certification** - a) You have to complete 6 days of virtual training followed by the certification process. Virtual training will be provided in 5 different languages i.e., Kannada, Tamil, Telugu, Malayalam & Hindi. You can choose to attend the training in your comfortable language.

  
Principal  
Megha Inst. of Engg. & Tech for Women  
Eduabad, Ghatkesar (Mdy),  
Medchal Dist-501 301

**SUVISION HOLDINGS PRIVATE LIMITED (CIN U67120KA2008PTC047808)**

No . 50, Vinay Arcade, K.H.Road, Shantinagar, Bangalore - 560027 , Tel : 080 496 11444, Email : contact@IndianMoney.com

b) No leave will be allowed during 6 days of training period. You will not be eligible to continue with your employment, if you take any leave during the training period for any reason.

c) You will not be liable to receive training period salary in case you fail to complete 10 assessments as per your post training certification process and you will not be allowed to continue with the employment.

1.5 **Probationary period** - You will be on probation for a period of three months from the date of your appointment. If in the opinion of the Management, you are found suitable for the post in which you have been appointed; your services will be confirmed in writing. During the period of your probation, management can terminate this appointment in 48 hours without any notice or payment.

## 2. Attendance

a) Your attendance will be calculated by your morning punch in before 9 AM and evening punch out after 6 PM into the company's CRM.

b) Your attendance will also be based upon your talk time as specified below. You have to complete minimum 4 hours of talk time each day for which you have to work for minimum 8 hours a day.

Talk time achieved by calling the customers, claimed through the CRM, will only be considered for your talk time target and talk time achieved by calling your reference customers will not be considered.

Talk time completed	Days present
2 hours of talk time	Leave
Between 2-3 hours of talk time	0.5 day
Between 3-4 hours of talk time	0.75 day
>4 hours of talk time	1 day (full day present)

c) Employees who are unable to meet their employment obligations of regular, reasonable attendance and punctuality are subject to disciplinary action, up to and including termination of employment.

## 3. Remuneration

a) Your compensation INR 12000/- per month, is fixed and shall be based on your monthly attendance calculated as mentioned in the above clause. You will be eligible for your fixed

*Principal*  
Megha Inst. of Engg. & Tech for Women  
Edulabad, Ghatkesar (Mdl)  
Medchal Dist-501 304



IMCHR/OL362535

To,  
Mrs. C Laxmi Prasanna  
Hyderabad

23 May 2022

### Appointment Letter

Dear C Laxmi Prasanna,

We are delighted to offer you employment with M/s. Suvision Holdings Private Limited as **Relationship Manager - FFA - Acquisition** division. Your current engagement will be the "Work from Home" based employment. Your continued employment is contingent upon your successful execution of your responsibilities. The detailed terms and conditions of your employment will be as follows.

#### 1. Appointment

- 1.1 The Company hereby employs you as **Relationship Manager - FFA - Acquisition** on probationary basis pursuant to and in accordance with the terms and conditions set forth in this Appointment Letter.
- 1.2 **Date of joining** - Your date of joining the company's services and commencement of employment is **23 May 2022**.
  - **Working hours and weekly off** - The working hours of the company is 9.00 AM to 6.00 PM and six-day week (Monday to Saturday). However, your working hours may vary and be fixed by the management from time to time depending upon the exigencies of the work.
- 1.3 **Place of work and transfer** - Your present place of work will be at Home. This is a permanent Work from Home opportunity until you are promoted to the next level. At the discretion of the company, you may be asked to continue your work from office in future, posted or transferred to any unit/ undertaking or establishment /division / department / branch / office of the company or to any other group of company and you shall perform such duties as may be assigned to you from time to time.
- 1.4 **Training & Certification** - a) You have to complete 6 days of virtual training followed by the certification process. Virtual training will be provided in 5 different languages i.e., Kannada, Tamil, Telugu, Malayalam & Hindi. You can choose to attend the training in your comfortable language.

  
Principal  
Megha Inst. of Engg. & Tech for Women  
Edulabad, Ghatkesar (MdI),  
Medchal Dist-501 301

**SUVISION HOLDINGS PRIVATE LIMITED (CIN U67120KA2008PTC047808)**

No . 50, Vinay Arcade, K.H.Road, Shantinagar, Bangalore - 560027 , Tel : 080 496 11444, Email : contact@IndianMoney.com

b) No leave will be allowed during 6 days of training period. You will not be eligible to continue with your employment, if you take any leave during the training period for any reason.

c) You will not be liable to receive training period salary in case you fail to complete 10 assessments as per your post training certification process and you will not be allowed to continue with the employment.

1.5 **Probationary period** - You will be on probation for a period of three months from the date of your appointment. If in the opinion of the Management, you are found suitable for the post in which you have been appointed; your services will be confirmed in writing. During the period of your probation, management can terminate this appointment in 48 hours without any notice or payment.

**2. Attendance**

a) Your attendance will be calculated by your morning punch in before 9 AM and evening punch out after 6 PM into the company's CRM.

b) Your attendance will also be based upon your talk time as specified below. You have to complete minimum 4 hours of talk time each day for which you have to work for minimum 8 hours a day.

Talk time achieved by calling the customers, claimed through the CRM, will only be considered for your talk time target and talk time achieved by calling your reference customers will not be considered.

Talk time completed	Days present
2 hours of talk time	Leave
Between 2-3 hours of talk time	0.5 day
Between 3-4 hours of talk time	0.75 day
>4 hours of talk time	1 day (full day present)

c) Employees who are unable to meet their employment obligations of regular, reasonable attendance and punctuality are subject to disciplinary action, up to and including termination of employment.

**3. Remuneration**

a) Your compensation INR 12000/- per month, is fixed and shall be based on your monthly attendance calculated as mentioned in the above clause. You will be eligible for your fixed

*(Handwritten signature)*  
Principal  
Principal Inst of Engg & Tech for W...  
Shantnagar, Bangalore - 560027

April 1, 2019

CIN: U72200TG2007FTC054351

M/s Vishnubhotla Sai Tejaswi

Subject: Intern Engineering

Dear Sai Tejaswi,

In reference to your application we would like to congratulate you on being selected for internship with KeyPoint Technologies Pvt Ltd based at RAJAPRAASADAMU, Level 2, Wing 1B & 2, Botanical Gardens Road, Kondapur, Hyderabad-500084. Your training is scheduled to start effective April 1<sup>st</sup>, 2019 for a period of 6 months, which can be extended on the basis of your performance. All of us at KeyPoint Technologies India Pvt Ltd are excited that you will be joining our team!

As such, your internship will include training/orientation and focus primarily on learning and developing new skills and gaining a deeper understanding of concepts through hands-on application of the knowledge you learned in class.

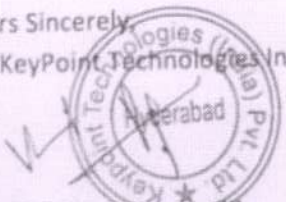
The project details and technical platform will be shared with you on or before commencement of training. You will be paid an Internship stipend of Rs 8000/- per month consolidated.

You should report for training at the following address:

KeyPoint Technologies India Pvt Ltd  
RAJAPRAASADAMU,  
Level 2, Wing 1B & 2,  
Botanical Gardens Road,  
Kondapur, Hyderabad-500084.

Again, congratulations and we look forward to working with you.

Yours Sincerely,  
For KeyPoint Technologies India Pvt. Ltd

  
Vasavi Priya Singampalli  
Manager - Human Resources

*Sai Tejaswi*

  
Principal  
Megha Inst. of Engg. & Tech for Women  
Edulabad, Ghatkesar (Mdt),  
Medchal Dist-501 304



# Cyberaegis IT Solutions Pvt.Ltd.

15<sup>th</sup> March, 2017

CADS/0417/HRD/955

## Offer Letter

**Ms. A HARIKA REDDY**

Refer to your interview with our company, we are pleased to offer of employment with us and this letter sets forth the terms of appointment.

- Designation : Jr. Software Engineer
- Place of Posting : Hyderabad.
- Date of joining : 15<sup>th</sup> April,2017
- Background Checks : Your appointment is subject to background check in all aspects, any Discrepancies in the background check will lead to withdrawal of the offer letter. Our HR Team let you know the final status of your check once it is completed.
- Compensation : You shall be entitled to a salary of Rs. **2,00,000/-**
  - (Two lakh rupees Per annum).
- Confidentiality : You are requested to maintain confidentiality on all aspects of the letter of offer all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the company. Sharing of thi information will result withdrawal of your letter of offer.

A detailed appointment letter will be issued to you soon after you joined the company. As informed earlier during the pre-placement session, you are required to sign a service agreement with **Cyberaegis IT Solutions Pvt. Ltd** on the day of joining & submitted to **Cyberaegis IT Solutions Pvt. Ltd**. This offer is only valid subject to the fulfillment of all the below listed conditions, you should not have any outstanding or arrears in your academics as on the date of joining. The company reserves right to terminate your services with immediate effect, if any the above conditions are violated. We request you to submit your original certificates on the date of joining. We look forward to having you on board with our Team.

Sincerely Yours

**Nisha Reddy**

**(HR Manager)**

**I hereby Accept the above offer**

**A HARIKA REDDY**



Principal  
Megha Inst. of Engg. & Tech. for Women  
Megha Inst. of Engg. & Tech. for Women  
E. ... .. T.S-50 (N301).  
Madhwal Dist. T.S-50 301.



# Cyberaegis IT Solutions Pvt.Ltd.

16<sup>th</sup> March, 2017

CADS/0417/HRD/964

## Offer Letter

**Ms. BEJANKI POOJA**

Refer to your interview with our company, we are pleased to offer of employment with us and this letter sets forth the terms of appointment.

- Designation : Jr. Software Engineer
- Place of Posting : Hyderabad.
- Date of joining : 15<sup>th</sup> April,2017
- Background Checks : Your appointment is subject to background check in all aspects, any Discrepancies in the background check will lead to withdrawal of the offer letter. Our HR Team let you know the final status of your check once it is completed.
- Compensation : You shall be entitled to a salary of Rs. **2,00,000/-**
  - (Two lakh rupees Per annum).
- Confidentiality : You are requested to maintain confidentiality on all aspects of the letter of offer all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the company. Sharing of thi information will result withdrawal of your letter of offer.

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Sincerely Yours

**Nisha Reddy**

**(HR Manager)**



I hereby Accept the above offer

**BEJANKI POOJA**

Megha Inst. of Engg & Tech. for Women

10, East End Road, Ghatapeta (M),  
Krishna Dist, T.S-501 301.



# Cyberaegis IT Solutions Pvt.Ltd.

16<sup>th</sup> March, 2017

CADS/0417/HRD/963

## Offer Letter

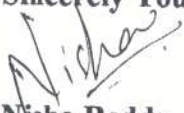
**Ms. BANDI GNYANI**

Refer to your interview with our company, we are pleased to offer of employment with us and this letter sets forth the terms of appointment.

- Designation : Jr. Software Engineer
- Place of Posting : Hyderabad.
- Date of joining : 15<sup>th</sup> April,2017
- Background Checks : Your appointment is subject to background check in all aspects, any Discrepancies in the background check will lead to withdrawal of the offer letter. Our HR Team let you know the final status of your check once it is completed.
- Compensation : You shall be entitled to a salary of Rs. **2,00,000/-**
  - (Two lakh rupees Per annum).
- Confidentiality : You are requested to maintain confidentiality on all aspects of the letter of offer all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the company. Sharing of thi information will result withdrawal of your letter of offer.

A detailed appointment letter will be issued to you soon after you joined the company. As informed earlier during the pre-placement session, you are required to sign a service agreement with **Cyberaegis IT Solutions Pvt. Ltd** on the day of joining & submitted to **Cyberaegis IT Solutions Pvt. Ltd**. This offer is only valid subject to the fulfillment of all the below listed conditions, you should not have any outstanding or arrears in your academics as on the date of joining. The company reserves right to terminate your services with immediate effect, if any the above conditions are violated. We request you to submit your original certificates on the date of joining. We look forward to having you on board with our Team.

Sincerely Yours

  
**Nisha Reddy**  
(HR Manager)



**I hereby Accept the above offer**

**BANDI GNYANI**

  
Principal

Megha Inst. of Engg. & Tech. for Women  
Ghatkesar (M),  
Medchal Dist. T.S-5011301.



# Cyberaegis IT Solutions Pvt.Ltd.

16<sup>th</sup> March 2017

CADS/0811/HRD/962

## Offer Letter


**Ms. ASMA BEGUM**

Refer to your interview with our company, we are pleased to offer of employment with us and this letter sets forth the terms of appointment.

- Designation : Jr. Software Engineer
- Place of Posting : Hyderabad.
- Date of joining : 15<sup>th</sup> April,2017
- Background Checks : Your appointment is subject to background check in all aspects, any Discrepancies in the background check will lead to withdrawal of the offer letter. Our HR Team let you know the final status of your check once it is completed.
- Compensation : You shall be entitled to a salary of Rs. **2,00,000/-**
  - (Two lakh rupees Per annum).
- Confidentiality : You are requested to maintain confidentiality on all aspects of the letter of offer all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the company. Sharing of thi information will result withdrawal of your letter of offer.

A detailed appointment letter will be issued to you soon after you joined the company. As informed earlier during the pre-placement session, you are required to sign a service agreement with **Cyberaegis IT Solutions Pvt. Ltd** on the day of joining & submitted to **Cyberaegis IT Solutions Pvt. Ltd**. This offer is only valid subject to the fulfillment of all the below listed conditions, you should not have any outstanding or arrears in your academics as on the date of joining. The company reserves right to terminate your services with immediate effect, if any the above conditions are violated. We request you to submit your original certificates on the date of joining. We look forward to having you on board with our Team.

Sincerely Yours


  
Nisha Reddy

(HR Manager)



I hereby Accept the above offer

**ASMA BEGUM**

  
Principal  
Megha Inst. of Engg. & Tech. for Women  
Ghatkoper (M),  
T.S-501 301.



# Cyberaegis IT Solutions Pvt.Ltd.

16<sup>th</sup> March, 2017

CADS/0417/HRD/961

## Offer Letter

**Ms. ANNEVENA SANDHYA**

Refer to your interview with our company, we are pleased to offer of employment with us and this letter sets forth the terms of appointment.

- Designation : Jr. Software Engineer
- Place of Posting : Hyderabad.
- Date of joining : 15<sup>th</sup> April,2017
- Background Checks : Your appointment is subject to background check in all aspects, any Discrepancies in the background check will lead to withdrawal of the offer letter. Our HR Team let you know the final status of your check once it is completed.
- Compensation : You shall be entitled to a salary of Rs. **2,00,000/-**
  - (Two lakh rupees Per annum).
- Confidentiality : You are requested to maintain confidentiality on all aspects of the letter of offer all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the company. Sharing of thi information will result withdrawal of your letter of offer.

A detailed appointment letter will be issued to you soon after you joined the company. As informed earlier during the pre-placement session, you are required to sign a service agreement with **Cyberaegis IT Solutions Pvt. Ltd** on the day of joining & submitted to **Cyberaegis IT Solutions Pvt. Ltd**. This offer is only valid subject to the fulfillment of all the below listed conditions, you should not have any outstanding or arrears in your academics as on the date of joining. The company reserves right to terminate your services with immediate effect, if any the above conditions are violated. We request you to submit your original certificates on the date of joining. We look forward to having you on board with our Team.

Sincerely Yours

  
Nisha Reddy

(HR Manager)



I hereby Accept the above offer

**ANNEVENA SANDHYA**

  
Principal  
Megha Inst. of Engg. & Tech. for Women  
E. Madhav, V. Ghatak Nagar (M),  
Madhwal Dist, T.S-501301.





# Cyberaegis IT Solutions Pvt.Ltd.

16<sup>th</sup> March, 2017

CADS/0417/HRD/960

## Offer Letter

**Ms. ALAGONI MEGHANA**

Refer to your interview with our company, we are pleased to offer of employment with us and this letter sets forth the terms of appointment.

- Designation : Jr. Software Engineer
- Place of Posting : Hyderabad.
- Date of joining : 15<sup>th</sup> April,2017
- Background Checks : Your appointment is subject to background check in all aspects, any Discrepancies in the background check will lead to withdrawal of the offer letter. Our HR Team let you know the final status of your check once it is completed.
- Compensation : You shall be entitled to a salary of Rs. **2,00,000/-**
  - (Two lakh rupees Per annum).
- Confidentiality : You are requested to maintain confidentiality on all aspects of the letter of offer all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the company. Sharing of thi information will result withdrawal of your letter of offer.

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Sincerely Yours

  
**Nisha Reddy**  
(HR Manager)

**I hereby Accept the above offer**

**ALAGONI MEGHANA**



  
Megha Reddy, Technical  
Megha Inst. of Engg. & Tech. for Women  
E. Road, IV, Ghataprabha (M),  
Karnataka Dist. T.S-501 301.



# Cyberaegis IT Solutions Pvt.Ltd.

15<sup>th</sup> March, 2017

CADS/0417/HRD/959

## Offer Letter


**Ms. AERRALLA RADHIKA**

Refer to your interview with our company, we are pleased to offer of employment with us and this letter sets forth the terms of appointment.

- Designation : Jr. Software Engineer
- Place of Posting : Hyderabad.
- Date of joining : 15<sup>th</sup> April,2017
- Background Checks : Your appointment is subject to background check in all aspects, any Discrepancies in the background check will lead to withdrawal of the offer letter. Our HR Team let you know the final status of your check once it is completed.
- Compensation : You shall be entitled to a salary of Rs. **2,00,000/-**
  - (Two lakh rupees Per annum).
- Confidentiality : You are requested to maintain confidentiality on all aspects of the letter of offer all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the company. Sharing of thi information will result withdrawal of your letter of offer.

A detailed appointment letter will be issued to you soon after you joined the company. As informed earlier during the pre-placement session, you are required to sign a service agreement with **Cyberaegis IT Solutions Pvt. Ltd** on the day of joining & submitted to **Cyberaegis IT Solutions Pvt. Ltd**. This offer is only valid subject to the fulfillment of all the below listed conditions, you should not have any outstanding or arrears in your academics as on the date of joining. The company reserves right to terminate your services with immediate effect, if any the above conditions are violated. We request you to submit your original certificates on the date of joining. We look forward to having you on board with our Team.

Sincerely Yours

  
Nisha Reddy

(HR Manager)

I hereby Accept the above offer

**AERRALLA RADHIKA**

  
Principal

Megha Inst. of Engg. & Tech. for Women  
E. Road (V), Ghatkesar (M),  
Medchal Dist, T.S-501301.



# Cyberaegis IT Solutions Pvt.Ltd.

15<sup>th</sup> March, 2017

CADS/0417/HRD/958

## Offer Letter

**Ms. ADUMALA DEVIKA**

Refer to your interview with our company, we are pleased to offer of employment with us and this letter sets forth the terms of appointment.

- Designation : Jr. Software Engineer
- Place of Posting : Hyderabad.
- Date of joining : 15<sup>th</sup> April,2017
- Background Checks : Your appointment is subject to background check in all aspects, any Discrepancies in the background check will lead to withdrawal of the offer letter. Our HR Team let you know the final status of your check once it is completed.
- Compensation : You shall be entitled to a salary of Rs. **2,00,000/-**
  - (Two lakh rupees Per annum).
- Confidentiality : You are requested to maintain confidentiality on all aspects of the letter of offer all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the company. Sharing of thi information will result withdrawal of your letter of offer.

A detailed appointment letter will be issued to you soon after you joined the company. As informed earlier during the pre-placement session, you are required to sign a service agreement with **Cyberaegis IT Solutions Pvt. Ltd** on the day of joining & submitted to **Cyberaegis IT Solutions Pvt. Ltd**. This offer is only valid subject to the fulfillment of all the below listed conditions, you should not have any outstanding or arrears in your academics as on the date of joining. The company reserves right to terminate your services with immediate effect, if any the above conditions are violated. We request you to submit your original certificates on the date of joining. We look forward to having you on board with our Team.

Sincerely Yours

**Nisha Reddy**

**(HR Manager)**

**I hereby Accept the above offer**

**ADUMALA DEVIKA**

Principal  
Megha Inst. of Engg. & Tech. for Women  
E. Madhav, V. Ghata Road (M),  
Bhadrachalam, T.S. 501 301.





# Cyberaegis IT Solutions Pvt.Ltd.

15<sup>th</sup> March, 2017

CADS/0417/HRD/957

## Offer Letter

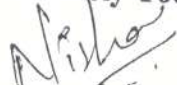
**Ms. ABBARABOINA JYOTHI**

Refer to your interview with our company, we are pleased to offer of employment with us and this letter sets forth the terms of appointment.

- Designation : Jr. Software Engineer
- Place of Posting : Hyderabad.
- Date of joining : 15<sup>th</sup> April,2017
- Background Checks : Your appointment is subject to background check in all aspects, any Discrepancies in the background check will lead to withdrawal of the offer letter. Our HR Team let you know the final status of your check once it is completed.
- Compensation : You shall be entitled to a salary of Rs. **2,00,000/-**
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- Confidentiality : You are requested to maintain confidentiality on all aspects of the letter of offer all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the company. Sharing of thi information will result withdrawal of your letter of offer.

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Sincerely Yours

  
Nisha Reddy

(HR Manager)

I hereby Accept the above offer

**ABBARABOINA JYOTHI**

  
Principal

Megha Inst. of Engg. & Tech. for Women

Plot No. 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100

Medchal, Dist. Medchal (M),

Medchal, Dist. Medchal (M), S-501301.

Medchal, Dist. Medchal (M), S-501301.



Medchal, Dist. Medchal (M), S-501301.



# Cyberaegis IT Solutions Pvt.Ltd.

15<sup>th</sup> March, 2017

CADS/0417/HRD/956

## Offer Letter

**Ms. ARELLI SHIVANI**

Refer to your interview with our company, we are pleased to offer of employment with us and this letter sets forth the terms of appointment.

- Designation : Jr. Software Engineer
- Place of Posting : Hyderabad.
- Date of joining : 15<sup>th</sup> April,2017
- Background Checks : Your appointment is subject to background check in all aspects, any Discrepancies in the background check will lead to withdrawal of the offer letter. Our HR Team let you know the final status of your check once it is completed.
- Compensation : You shall be entitled to a salary of Rs. **2,00,000/-**
  - (Two lakh rupees Per annum).
- Confidentiality : You are requested to maintain confidentiality on all aspects of the letter of offer all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the company. Sharing of thi information will result withdrawal of your letter of offer.

A detailed appointment letter will be issued to you soon after you joined the company. As informed earlier during the pre-placement session, you are required to sign a service agreement with **Cyberaegis IT Solutions Pvt. Ltd** on the day of joining & submitted to **Cyberaegis IT Solutions Pvt. Ltd**. This offer is only valid subject to the fulfillment of all the below listed conditions, you should not have any outstanding or arrears in your academics as on the date of joining. The company reserves right to terminate your services with immediate effect, if any the above conditions are violated. We request you to submit your original certificates on the date of joining. We look forward to having you on board with our Team.

Sincerely Yours

**Nisha Reddy**

**(HR Manager)**

**I hereby Accept the above offer**

**ARELLI SHIVANI**

Principal

Megha Inst. of Engg. & Tech. for Women

Engineering Department (M)

15-50-301

T.S-50-301



Date: 18-March-2017

Dear Ms. Afreen Begum,

Sub: Offer of employment as "**Business Process Associate**"

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of "**Business Process Associate**"

You will be paid stipend/salary of **Rs. 15000** /- CTC (Rupees Fifteen Thousand Only) per month.

You will be on training period of for 12 Months from the date of your reporting for Training. The Company reserves the right to extend the training period, at its sole discretion if you're learning the work and progress are not found satisfactory.

Your appointment will take effect from the date of joining, which is not later than 18-March-2017 failing which this letter stands withdrawn without any reference to you. You must carry the original copy & set of xerox copy of below listed documents on the day of joining:

- A. PAN Card & Aadhar Card – Mandatory
- B. Bank Account Details & Cancelled Cheque
- C. 4 Passport size photographs
- D. All educational mark cards and degree certificates from Xth till highest degree achieved.
- E. All Appointment & Relieving letters / Service certificates from previous organizations

Your offer of employment with us is subject to the veracity of information provided by you in your resume, validation of all documents submitted, satisfactory Background Verification Report and Pre employment health checkup reports.

This offer is valid with a clear understanding that you are currently not pursuing any full-time employment course and will not do the same during the period of your employment with us.


We take this opportunity of welcoming you to Syncreon family for a long and fruitful association and invite you to participate in the enriching experience of taking the organization towards greater heights of achievements.

All Employment T&C are subject to change based on business requirements and you shall abide by policies as applicable from time to time.

Please sign and return the duplicate copy of this letter as a token of your acceptance of the above terms and conditions.

We are confident your contribution will add value to our organization and enable its growth and achievement of goals.

Yours Sincerely,  
For **Syncreon Consulting Limited**

  
Principal  
Megha Inst of Engg & Tech for Women  
Dr. Megha Choudhary (MEd)

SYNCREON CONSULTIN LTD

Flat No 213 & 214, 2nd Floor, Alluri Trade Centre, Kukatpally, Hyderabad - 500072,  
EMAIL : [hr@mysyncreon.in](mailto:hr@mysyncreon.in) website: <https://mysyncreon.in/>

Date: 18-March-2017

Dear Ms. Bondugula Swetha,

Sub: Offer of employment as "**Business Process Associate**"

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of "**Business Process Associate**"

You will be paid stipend/salary of **Rs. 15000** /- CTC (Rupees Fifteen Thousand Only) per month.

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Please sign and return the duplicate copy of this letter as a token of your acceptance of the above terms and conditions.

We are confident your contribution will add value to our organization and enable its growth and achievement of goals.

Yours Sincerely,  
For **Syncreon Consulting Limited**

  
Principal  
Megha Inst. of Engg. & Tech for Women  
Edulabad, Ghatkesar (Dist.),  
Medchal Dist-501 301

Date: 18-March-2017

Dear Ms. Cheerla Revathi,

Sub: Offer of employment as "**Business Process Associate**"

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of "**Business Process Associate**"

You will be paid stipend/salary of **Rs. 15000** /- CTC (Rupees Fifteen Thousand Only) per month.

You will be on training period of for 12 Months from the date of your reporting for Training. The Company reserves the right to extend the training period, at its sole discretion if you're learning the work and progress are not found satisfactory.

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Yours Sincerely,  
For **Syncreon Consulting Limited**

  
Principal  
Megha Inst. of Engg. & Tech for Women  
Educational Societies Act (MSA),  
Mandavalli Dist-501 301

SYNCREON CONSULTIN LTD

Flat No 213 & 214, 2nd Floor, Alluri Trade Centre, Kukatpally, Hyderabad - 500072,  
EMAIL : [hr@mysyncreon.in](mailto:hr@mysyncreon.in) website: <https://mysyncreon.in/>



Date: 18-March-2017

Dear Ms. B Prathyusha,

Sub: Offer of employment as "**Business Process Associate**"

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of "**Business Process Associate**"

You will be paid stipend/salary of **Rs. 15000** /- CTC (Rupees Fifteen Thousand Only) per month.

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Yours Sincerely,  
For **Syncreon Consulting Limited**

  
Principal  
Megha Inst. of Engg. & Tech for Women  
Eduabed, Guntakal (Mdt),  
Madhral Dist-501 301

SYNCREON CONSULTIN LTD

Flat No 213 & 214, 2nd Floor, Alluri Trade Centre, Kukatpally, Hyderabad - 500072,  
EMAIL : [hr@mysyncreon.in](mailto:hr@mysyncreon.in) website: <https://mysyncreon.in/>

Date: 18-March-2017

Dear Ms. G Jyothi,

Sub: Offer of employment as "**Business Process Associate**"

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of "**Business Process Associate**"

You will be paid stipend/salary of **Rs. 15000** /- CTC (Rupees Fifteen Thousand Only) per month.

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Please sign and return the duplicate copy of this letter as a token of your acceptance of the above terms and conditions.

We are confident your contribution will add value to our organization and enable its growth and achievement of goals.

Yours Sincerely,  
For **Syncreon Consulting Limited**

  
Principal  
Megha Inst of Engg. & Tech for Women  
Etawah, Unnao (Mdl)  
Meharaj Dist-801 301

Date: 18-March-2017

Dear Ms. Gitta Swathi,

Sub: Offer of employment as "**Business Process Associate**"

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of "**Business Process Associate**"

You will be paid stipend/salary of **Rs. 15000** /- CTC (Rupees Fifteen Thousand Only) per month.

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We take this opportunity of welcoming you to Syncreon family for a long and fruitful association and invite you to participate in the enriching experience of taking the organization towards greater heights of achievements.

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Please sign and return the duplicate copy of this letter as a token of your acceptance of the above terms and conditions.

We are confident your contribution will add value to our organization and enable its growth and achievement of goals.

Yours Sincerely,  
For **Syncreon Consulting Limited**

  
Principal  
Megha Inst. of Engg. & Tech for Women  
Egulabad, Ghatkesar (M.D.),  
Medchal Dist-501 301

Date: 18-March-2017

Dear Ms. Bhagi Lalitha Poojitha,

Sub: Offer of employment as "**Business Process Associate**"

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of "**Business Process Associate**"

You will be paid stipend/salary of **Rs. 15000** /- CTC (Rupees Fifteen Thousand Only) per month.

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- D. All educational mark cards and degree certificates from Xth till highest degree achieved.
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This offer is valid with a clear understanding that you are currently not pursuing any full-time employment course and will not do the same during the period of your employment with us.

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Please sign and return the duplicate copy of this letter as a token of your acceptance of the above terms and conditions.

We are confident your contribution will add value to our organization and enable its growth and achievement of goals.

Yours Sincerely,  
For **Syncreon Consulting Limited**

  
Principal  
Megha Inst. of Engg. & Tech for Women  
Edufabad, Unnikrishnar (MMD),  
Menthal Dist-501 301

Date: 18-March-2017

Dear Ms. Anthati Shirisha,

Sub: Offer of employment as "**Business Process Associate**"

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of "**Business Process Associate**"

You will be paid stipend/salary of **Rs. 15000** /- CTC (Rupees Fifteen Thousand Only) per month.

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We take this opportunity of welcoming you to Syncreon family for a long and fruitful association and invite you to participate in the enriching experience of taking the organization towards greater heights of achievements.

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Please sign and return the duplicate copy of this letter as a token of your acceptance of the above terms and conditions.

We are confident your contribution will add value to our organization and enable its growth and achievement of goals.

Yours Sincerely,  
For **Syncreon Consulting Limited**

  
Principal  
Megha Inst. of Engg. & Tech for Women  
Edulabad, Ghathkhasar (Mdt),  
Medchal Dist-501 301

Date: 27-February-2017

Dear Ms. B Malavika,

Sub: Offer of employment as **"US Tax Procs Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Tax Procs Executive"**

You will be paid stipend/salary of **Rs. 15000** /- CTC (Rupees Fifteen Thousand Only) per month.

You will be on training period of for 12 Months from the date of your reporting for Training. The Company reserves the right to extend the training period, at its sole discretion if you're learning the work and progress are not found satisfactory.

Your appointment will take effect from the date of joining, which is not later than 27-February-2017 failing which this letter stands withdrawn without any reference to you. You must carry the original copy & set of xerox copy of below listed documents on the day of joining:

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- B. Bank Account Details & Cancelled Cheque
- C. 4 Passport size photographs
- D. All educational mark cards and degree certificates from Xth till highest degree achieved.
- E. All Appointment & Relieving letters / Service certificates from previous organizations

Your offer of employment with us is subject to the veracity of information provided by you in your resume, validation of all documents submitted, satisfactory Background Verification Report and Pre employment health checkup reports.

This offer is valid with a clear understanding that you are currently not pursuing any full-time employment course and will not do the same during the period of your employment with us.

We take this opportunity of welcoming you to Global TAX family for a long and fruitful association and invite you to participate in the enriching experience of taking the organization towards greater heights of achievements.

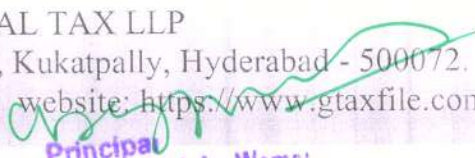
All Employment T&C are subject to change based on business requirements and you shall abide by policies as applicable from time to time.

Please sign and return the duplicate copy of this letter as a token of your acceptance of the above terms and conditions.

We are confident your contribution will add value to our organization and enable its growth and achievement of goals.

Yours Sincerely,  
For **Global Tax Files**

GLOBAL TAX LLP  
Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.  
EMAIL : [info@gtaxfile.com](mailto:info@gtaxfile.com), website: <https://www.gtaxfile.com>

  
Principal  
Megha Inst. of Engg. & Tech for Women  
Edu. Road, Ghatkesar (Mdl),  
Medun: Dist-501 301

Date: 27-February-2017

Dear Ms. Bikkumandla Shirisha,

Sub: Offer of employment as **"US Tax Proces Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Tax Proces Executive"**

You will be paid stipend/salary of **Rs. 15000** /- CTC (Rupees Fifteen Thousand Only) per month.

You will be on training period of for 12 Months from the date of your reporting for Training. The Company reserves the right to extend the training period, at its sole discretion if you're learning the work and progress are not found satisfactory.

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Please sign and return the duplicate copy of this letter as a token of your acceptance of the above terms and conditions.

We are confident your contribution will add value to our organization and enable its growth and achievement of goals.

Yours Sincerely,  
For **Global Tax Files**

GLOBAL TAX LLP

Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.

EMAIL : [info@gtaxfile.com](mailto:info@gtaxfile.com), website: <https://www.gtaxfile.com>

Principal  
Megha Inst. of Engg. & Tech for Women  
Edulabad, Ghatkesar (Mdl).  
Telangana Dist-501 301

Date: 27-February-2017

Dear Ms. G Nirosha,

Sub: Offer of employment as "US Tax Proces Executive"

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of "US Tax Proces Executive"

You will be paid stipend/salary of **Rs. 15000** /- CTC (Rupees Fifteen Thousand Only) per month.

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- B. Bank Account Details & Cancelled Cheque
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Principal  
Megha Inst. of Engg. & Tech for Women  
Edulabad, Ghatkesar (Mdl),  
Medchal Dist-501 301



Date: 27-February-2017

Dear Ms. Boini Suvarna,

Sub: Offer of employment as **"US Tax Procs Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Tax Procs Executive"**

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*Principal*  
Anha Inst. of Engg. & Tech for Women  
Edulabad, Ghatkesar (Mdl),  
Medchal Dist-501 301

Date: 27-February-2017

Dear Ms. Engole Shalukabai,

Sub: Offer of employment as **"US Tax Proces Executive"**

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*Principal*  
Megha Inst. of Engg. & Tech for Women  
Eduiabad, Ghatkesar (Mdl),  
Medchal Dist-501 301

Date: 27-February-2017

Dear Ms. Godugu Anusha,

Sub: Offer of employment as **"US Tax Proces Executive"**

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Principal  
Jegha Inst. of Engg. & Tech for Women  
Edulabad, Ghatkesar (Mdl),  
Medchal Dist-501 301

Dear Ms. Guddeti Sindhuja,

Date: 27-February-2017

Sub: Offer of employment as "US Tax Procs Executive"

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Yours Sincerely,  
For **Global Tax Files**

*[Faint signature and stamp area]*

GLOBAL TAX LLP  
Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.  
EMAIL : [info@gtaxfile.com](mailto:info@gtaxfile.com), website: <https://www.gtaxfile.com>

*[Handwritten signature]*  
Principal  
Sri Lakshmi Institute of Engg. & Tech for Women  
Edulabad, Ghatkesar (Mdl),  
Medchal Dist-501 301

Date: 21-January-2017

Dear Ms. Bandakadi Roja,

Sub: Offer of employment as **"US Tax Procs Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Tax Procs Executive"**

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Principal  
Megha Inst. of Engg. & Tech for Women  
Eduabad, Ghatkesar (Mdl),  
Medchal Dist-501 301

Date: 21-January-2017

Dear Ms. Anitha Mallick,

Sub: Offer of employment as **"US Tax Procs Executive"**

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Principal  
Megha Inst. of Engg. & Tech for Women  
Edulabad, Ghatkesar (Mdi),  
Medchal Dist-501 301

Date: 21-January-2017

Dear Ms. Boddula Alekhya,

Sub: Offer of employment as "US Tax Procs Executive"

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Principal  
Megha Inst. of Engg. & Tech for Women  
EduLabad, Ghatkesar (Md),  
Medchal Dist-501 301

Date: 21-January-2017

Dear Ms. Bonagiri Vidya Rani,

Sub: Offer of employment as "US Tax Procs Executive"

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of "US Tax Procs Executive"

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Megha Inst. of Engg. & Tech for Women  
Edulabad, Ghatkesar (Mdl),  
Medak Dist-501 301



Date: 21-January-2017

Dear Ms. Amrutha Kumari,

Sub: Offer of employment as **"US Tax Proces Executive"**

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Principal  
Megha Inst. of Engg. & Tech for Women  
Edulabad, Ghatkeer (Mdl),  
Medchal Dist-501 304

Date: 21-January-2017

Dear Ms. Bengi Navaneetha,

Sub: Offer of employment as **"US Tax Proces Executive"**

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*Megha*  
Principal  
**Megha Inst. of Engg. & Tech for Women**  
Edulabad, Ghatkesar (Mdl),  
Medchal Dist-501 301

Date: 27-March-2017

Dear Ms. Arukonda Sravanthi,

Sub: Offer of employment as **"US Process Associate"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Process Associate"**

You will be paid stipend/salary of **Rs. 1,80,000/-** CTC (One Lakh Eighty Thousand Only) per annum.

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Yours Sincerely,  
For **Consortax Services LLP**

  
Principal  
Megha Inst. of Engrg. & Tech. for Women  
E. Madhav (V), Ghatkesar (M),  
Medchal Dist. T.S-501 301.

**CONSOR TAX SERVICES LLP**

H. No. 5-45/29, 2nd floor, KPR Colony, Puppalaguda, Manikonda, Hyderabad TS -500089  
EMAIL : [hr@consortax.com](mailto:hr@consortax.com) website: <https://consortax.com//>

Date: 27-March-2017

Dear Ms. Banda Swetha,

Sub: Offer of employment as **"US Process Associate"**

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We are confident your contribution will add value to our organization and enable its growth and achievement of goals.

Yours Sincerely,  
For **Consortax Services LLP**

  
Principal  
Megha Inst. of Engg. & Tech. for Women  
E. Madhav (V), Ghatkoppa (M),  
Medchal Dist, T.S-501 301.

CONSOR TAX SERVICES LLP

H. No. 5-45/29, 2nd floor, KPR Colony, Puppalaguda, Manikonda, Hyderabad TS -500089

EMAIL : [hr@consortax.com](mailto:hr@consortax.com) website: <https://consortax.com/>

Date: 27-March-2017

Dear Ms. Banoth Swetha,

Sub: Offer of employment as **"US Process Associate"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Process Associate"**

You will be paid stipend/salary of **Rs. 1,80,000/-** CTC (One Lakh Eighty Thousand Only) per annum.

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- C. 4 Passport size photographs
- D. All educational mark cards and degree certificates from Xth till highest degree achieved.
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For **Consortax Services LLP**



Principal  
Megha Inst. of Engg. & Tech. for Women  
E. Ind. Road (W), Ghatkoper (M),  
Mumbai Dist. T.S-501 301.

**CONSOR TAX SERVICES LLP**

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EMAIL : [hr@consortax.com](mailto:hr@consortax.com) website: <https://consortax.com/>

Date: 27-March-2017

Dear Ms. Butti Amulya,

Sub: Offer of employment as **"US Process Associate"**

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You will be paid stipend/salary of **Rs. 1,80,000/-** CTC (One Lakh Eighty Thousand Only) per annum.

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Principal  
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E. Madhav (M), Ghatkoppa (M),  
Medchal Dist, T.S-501 301.

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EMAIL : [hr@consortax.com](mailto:hr@consortax.com) website: <https://consortax.com/>

Date: 27-March-2017

Dear Ms. Dharavath Swathi,

Sub: Offer of employment as **“US Process Associate”**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **“US Process Associate”**

You will be paid stipend/salary of **Rs. 1,80,000/-** CTC (One Lakh Eighty Thousand Only) per annum.

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E. J. Road (V), Ghatkesar (M),  
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EMAIL : [hr@consortax.com](mailto:hr@consortax.com) website: <https://consortax.com/>

Date: 27-March-2017

Dear Ms. Elagandula Haritha,

Sub: Offer of employment as **"US Process Associate"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Process Associate"**

You will be paid stipend/salary of **Rs. 1,80,000/-** CTC (One Lakh Eighty Thousand Only) per annum.

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EMAIL : [hr@consortax.com](mailto:hr@consortax.com) website: <https://consortax.com/>



Date: 27-March-2017

Dear Ms. Gandu Sandhya,

Sub: Offer of employment as **"US Process Associate"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Process Associate"**

You will be paid stipend/salary of **Rs. 1,80,000/-** CTC (One Lakh Eighty Thousand Only) per annum.

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Medchal Dist, T.S-501 301.

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EMAIL : [hr@consortax.com](mailto:hr@consortax.com) website: <https://consortax.com//>

Date: 27-March-2017

Dear Ms. Jatoth Rajitha,

Sub: Offer of employment as **"US Process Associate"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Process Associate"**

You will be paid stipend/salary of **Rs. 1,80,000/-** CTC (One Lakh Eighty Thousand Only) per annum.

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Enjalmed (V), Ghatkesar (M),  
Medchal Dist, T.S-501 301.

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EMAIL : [hr@consortax.com](mailto:hr@consortax.com) website: <https://consortax.com//>

Date: 27-March-2017

Dear Ms. K Alekhya,

Sub: Offer of employment as **"US Process Associate"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Process Associate"**

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For **Consortax Services LLP**



Principal  
Megha Inst. of Engg. & Tech. for Women  
E. Madad (M), Ghatkesar (M),  
Medchal Dist, T.S-501 301.

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EMAIL : [hr@consortax.com](mailto:hr@consortax.com) website: <https://consortax.com/>

Date: 27-March-2017

Dear Ms. Kankanala Sreeja,

Sub: Offer of employment as **"US Process Associate"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Process Associate"**

You will be paid stipend/salary of **Rs. 1,80,000/-** CTC (One Lakh Eighty Thousand Only) per annum.

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E. Indrab (M), Ghatkesar (M),  
Medchal Dist, T.S-501 301.

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EMAIL : [hr@consortax.com](mailto:hr@consortax.com) website: <https://consortax.com/>



Date: 27-March-2017

Dear Ms. Madhar Begam,

Sub: Offer of employment as **"US Process Associate"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Process Associate"**

You will be paid stipend/salary of **Rs. 1,80,000/-** CTC (One Lakh Eighty Thousand Only) per annum.

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For **Consortax Services LLP**

  
Principal  
Megha Inst. of Engg. & Tech. for Women  
E. Indrabad (V), Ghatkesar (M),  
Medchal Dist, T.S-501 301.

Date: 27-March-2017

Dear Ms. Buhyavarapu Sukrutha,

Sub: Offer of employment as **"US Process Associate"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Process Associate"**

You will be paid stipend/salary of **Rs. 1,80,000/-** CTC (One Lakh Eighty Thousand Only) per annum.

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EMAIL : [hr@consortax.com](mailto:hr@consortax.com) website: <https://consortax.com/>

Date: 27-March-2017

Dear Ms. Cheppala Sowmya,

Sub: Offer of employment as **"US Process Associate"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Process Associate"**

You will be paid stipend/salary of **Rs. 1,80,000/-** CTC (One Lakh Eighty Thousand Only) per annum.

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Date: 27-March-2017

Dear Ms. Chintala Rishika Goud,

Sub: Offer of employment as **"US Process Associate"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Process Associate"**

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EMAIL : [hr@consortax.com](mailto:hr@consortax.com) website: <https://consortax.com/>



Date: 27-March-2017

Dear Ms. Ega Pavani,

Sub: Offer of employment as **"US Process Associate"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Process Associate"**

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All Employment T&C are subject to change based on business requirements and you shall abide by policies as applicable from time to time.

Please sign and return the duplicate copy of this letter as a token of your acceptance of the above terms and conditions.

We are confident your contribution will add value to our organization and enable its growth and achievement of goals.

Yours Sincerely,  
For **Consortax Services LLP**

  
Principal  
Megha Inst. of Engg. & Tech. for Women  
Fulshad (V), Ghatkoppa (M),  
Medchal Dist, T.S-501 301.

Date: 27-March-2017

Dear Ms. Gaini Pravalika,

Sub: Offer of employment as **"US Process Associate"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Process Associate"**

You will be paid stipend/salary of **Rs. 1,80,000/-** CTC (One Lakh Eighty Thousand Only) per annum.

You will be on training period of for 12 Months from the date of your reporting for Training. The Company reserves the right to extend the training period, at its sole discretion if you're learning the work and progress are not found satisfactory.

Your appointment will take effect from the date of joining, which is not later than 27-March-2017 failing which this letter stands withdrawn without any reference to you. You must carry the original copy & set of xerox copy of below listed documents on the day of joining:

- A. PAN Card & Aadhar Card – Mandatory
- B. Bank Account Details & Cancelled Cheque
- C. 4 Passport size photographs
- D. All educational mark cards and degree certificates from Xth till highest degree achieved.
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Yours Sincerely,  
For **Consortax Services LLP**

  
Principal  
Megha Inst. of Enng. & Tech. for Women  
E. Indrabad (V), Ghatkesar (M),  
Madhwal Dist, T.S-501301.

Date: 27-March-2017

Dear Ms. K Beaulah,

Sub: Offer of employment as **"US Process Associate"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Process Associate"**

You will be paid stipend/salary of **Rs. 1,80,000/-** CTC (One Lakh Eighty Thousand Only) per annum.

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Yours Sincerely,  
For **Consortax Services LLP**



Principal  
Megha Inst. of Engg. & Tech. for Women  
Established (W), Ghatkesar (M),  
National Dist, T.S-501 301.

Date: 27-March-2017

Dear Ms. Karnati Kalyani,

Sub: Offer of employment as **"US Process Associate"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Process Associate"**

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For **Consortax Services LLP**



Principal  
Megha Inst. of Engg. & Tech. for Women  
E. ... (M),  
... Dist, T.S-501 301.

**CONSOR TAX SERVICES LLP**

H. No. 5-45/29, 2nd floor, KPR Colony, Puppalaguda, Manikonda, Hyderabad TS -500089

EMAIL : [hr@consortax.com](mailto:hr@consortax.com) website: <https://consortax.com/>

Date: 27-March-2017

Dear Ms. Kota Mounika,

Sub: Offer of employment as **"US Process Associate"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Process Associate"**

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For **Consortax Services LLP**

  
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Entolebad (M), Ghatkesar (M),  
Medak Dist, T.S-501 301.

**CONSOR TAX SERVICES LLP**

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EMAIL : [hr@consortax.com](mailto:hr@consortax.com) website: <https://consortax.com/>

Date: 27-March-2017

Dear Ms. Medishetti Manasa,

Sub: Offer of employment as **"US Process Associate"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Process Associate"**

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For **Consortax Services LLP**

  
Principal  
Megha Inst. of Engg. & Tech. for Women  
Established by, Ghatkesar (M),  
Mysore Dist, T.S-501 301.

**CONSOR TAX SERVICES LLP**

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EMAIL : [hr@consortax.com](mailto:hr@consortax.com) website: <https://consortax.com/>

Date: 27-March-2017

Dear Ms. Neelam Sousheelya,

Sub: Offer of employment as **"US Process Associate"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Process Associate"**

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For **Consortax Services LLP**

  
Principal  
Megha Inst. of Enng. & Tech. for Women  
F. Jilubad (M), Ghatkesar (M),  
Medchal Dist, T.S-501 301.

CONSOR TAX SERVICES LLP

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EMAIL : [hr@consortax.com](mailto:hr@consortax.com) website: <https://consortax.com/>

Date: 27-March-2017

Dear Ms. Panugoth Spandana,

Sub: Offer of employment as **"US Process Associate"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Process Associate"**

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For **Consortax Services LLP**



Principal  
Megha Inst. of Engg. & Tech. for Women  
E. Madhav (M), Ghatkesar (M),  
Prakasam Dist, TS-501 301.