

December 11, 2021
Hyderabad, Telangana

Uppunoothula Nagma
8464920310
Nagmagoud1004@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Uppunoothula Nagma,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620000(Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor
Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is December 15, 2021. Your employment as Data Scientist will start from December 29, 2021. We look forward to having you onboard.

Sincerely,



Sairam Chavali
Associate Director – Human Resources

I, Uppunoothula Nagma, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Uppunoothula Nagma


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

Offer Letter

Jun 23rd, 2021

Dear **Mamidi Baby Rani**,


Sub: **Letter of Offer**

Thank you for exploring career opportunities with **MORPICH DESIGN LLP**. You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Frontend Developer**. Your gross salary/Stipend including all benefits will be **INR 72,000.00/-** per annum, as per the terms and conditions set out herein.

The following are the terms and conditions of the offer:-

1. You will be under training & probation for a period of 03 months from the date of joining. Your appointment will be terminated if you are not found satisfactory by the end of the probation period. After successful completion of the probation period, you will be promoted as regular employee. The salary and other perks will be given on the basis of performance during the probation
2. You are required to work for a minimum period of 03 months. If you leave the organization for any reason prior to the minimum working period of 04 months, you will be liable to re-pay salary paid to you during the last one months period to your leaving.
3. In case you wish to leave the organization after 03 months period, you are required to give 30 days advance notice. Advance notice of 30 days can be submitted only after completion of 04 months.
4. Your Total Target Compensation will be as per **Annexure A**. The duly signed appointment letter will be issued to you on the first day of your joining at our office only upon submitting you valid testimonials and related joining formalities. The Expected **joining date** will be **Jul 28th, 2021**. You need to acknowledge your joining confirmation by written sign of this letter within 5 days from the offer date.
5. You shall be governed by the terms and conditions of service during your employment with **MORPICH DESIGN LLP** as per existing HR policies and those that may be amended from time to time.
6. You are bound to follow rules related to confidentiality, copy rights and intellectual assets of the company. You need to ensure sign the attached Non Disclose Agreement Bond & or Contract along with the offer letter.


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

Regi. Office : A 104 Yogeshwar Raw House, Nr. Shyamdham Chowk, Nana Varachha, Surat - 395010

Office Address : 404-B, Deepkamal 2, Nr. Sarthana Zoo Park, Sarthana Jakatnaka, Surat - 395006

E-mail : support@morpichdesign.com | **Mo :** +91 90331 47525 / +91 80000 37009

Annexure A

Components	Monthly [Amount (in INR)]	Yearly [Amount (in INR)]
Basic Salary	6000	72000
House Rent Allowance	0	0
Conveyance	0	0
Monthly Bonus	0	0
Leave Travel Allowance	0	0
Additional Allowance	0	0
Monthly Total	6000	
Total Target Compensation		72,000.00

We would look forward to your joining us for an exciting journey ahead.

Yours sincerely,

FOR MORPICH DESIGN LLP

RAJESH HIMMATBHAI KAKADIYA

DESIGNATED PARTNER


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Office Address : 404-B, Deepkamal 2, Nr. Sarthana Zoo Park, Sarthana Jakatnaka, Surat - 395006

E-mail : support@morpichdesign.com | **Mo :** +91 90331 47525 / +91 80000 37009



planetspark

WINSPARK INNOVATIONS LEARNING PVT LTD.
1108-1109, 11th floor, JMD Megapolis, Sohna Road, Gurgaon
<http://www.planetspark.in>

Offer Letter

Date: 16/06/2021

To

Prathyaksha

Employee Code: _ PS03571

Dear Prathyaksha,

Sub: Offer Letter

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **17th August 2021**. You will be based out of PlanetSpark office at 1108-1109, 11th Floor, JMD Megapolis, Sohna Road, Gurgaon.

You will be paid gross emoluments and incentives as detailed in Annexure – A.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – B.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

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

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.
Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY
Encl.: As above


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Annexure – A

Emoluments can be bifurcated as under:

Particulars	Monthly	Yearly
Basic Pay	15600	187200
House Rent Allowance	7800	93600
Medical Allowance	2000	24000
Supplementary Allowance	7000	84000
Gross Salary	32400	388800
* Performance Linked Incentive based on Individual Target	20000	240000
Employer PF Contribution	1800	21600
Total CTC	A	6,50,400

During first month fixed component will be 20000 INR and second month onwards CTC will be revised according to annexure A.

Annexure – B

1. **Personal Particulars:**

You will keep us informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

2. **Probation**

You will be in probation period of 21 Days from the date of joining and will not be confirmed if you are unable to get license to sell i.e. successfully complete the training within 21 days of joining.

3. **Nature of Work:**

You will work at high standard of initiative, creativeness, efficiency, and economy in the organization. The nature of work and responsibilities within **Business Development Counsellor** will be assigned and explained to you from time to time.

4. **Training:**

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the company's expense.

5. **Intellectual Property Right:**

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process/method likely to


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result in more efficient operation of any of the activities of the company, the company shall be entitled to use and utilize such improvement and you shall assign all rights thereof to the company for the purpose of seeking any patent rights or for any other purpose. The company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of association with the company including but not limited to the creative concept that you may develop during your association with the company.

6. **Secrecy/Confidentiality:**

You will not during the course of your employment with the company or at any time there after divulge or disclose to any person whomsoever, make any use whatsoever for your own purpose or for any other purpose other than that of the company, of any information or knowledge obtained by you during your employment as to the business or affairs of the company including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavour to prevent any other person from doing so.

7. **Annual Leave:**

You will be entitled to 4 annual leaves for every completed quarter at the company.

8. **Termination of Service:**

Either party can terminate this employment by serving a notice of one week on the other. The Full and Final settlement will be processed after 45 days from the last working date.

9. **Appointment in Good Faith:**


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 your application for employment and your ability to handle any assignment/job independently.

The above terms and conditions are based on the company's policy, procedures and other rules currently applicable in India and are subject to amendments and adjustments from time to time. In all matter including those not specifically covered here such as traveling, retirement, etc. you will be governed by the rules of the company as shall be in force from time to time.

Sincerely,

For and on behalf of WINSPARK INNOVATIONS LEARNING PVT LTD




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“I hereby accept this offer and I Confirm that I have signed out of the placement process”

Signature

Date



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



Request for Signature



Mechlin Technologies
Mechlin Software Technologies



Dear Sringireddy Sai Shruti,

At this time, I am pleased to extend the offer of full-time employment for the position of QA Associate.

Included is a copy of your Offer Letter. On behalf of Mechlin Technologies and the Team - Congratulations!

This offer is contingent upon the successful completion of a background check. To accept this offer and initiate onboarding activities, please sign the letter via DocuSign.

Upon completion, a copy will be available to you as well. It is important to note, that if you wish to save a copy of this letter for your files, it will only be available for download in DocuSign for 30 days.

Background check to include:

- Criminal history
- Employment history
- Verification of highest degree obtained

Also based on our discussion in the last meeting, we agreed upon the below points;

1. You don't have an Up work account and we can create your profiles to introduce you to our clients.
2. You have not accepted any other offer.

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

Please read the Electronic Record and Signature Disclosure.

I agree to use electronic records and signatures.

ENGLISH TELUGU

Technologies and the Team - Congratulations!

This offer is contingent upon the successful completion of a background check. To accept this offer and initiate onboarding activities, please sign the letter via DocuSign.

Upon completion, a copy will be available to you as well. It is important to note, that if you wish to save a copy of this letter for your files, it will only be available for download in DocuSign for 30 days.

Background check to include:

- Criminal history
- Employment history
- Verification of highest degree obtained

Also based on our discussion in the last meeting, we agreed upon the below points;

1. You don't have an Up work account and we can create your profiles to introduce you to our clients.
2. You have not accepted any other offer.
3. You will join on or before the mentioned date in the offer letter.
4. You have a high-speed internet connection and desktop /laptop to work.
5. Webcam availability to attend the video meetings.
6. Timesheet - Webcam .we use Time tracking software which records your time and webcam shots.
7. You are not involved in any freelancing work on any platform.
8. You are not planning to have dual employment. As MechWin Technologies doesn't allow dual employment.

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

Please contact me or the On-boarding Team at

Please read the Electronic Record and Signature Disclosure.

I agree to use electronic records and signatures.

ENGLISH TELUGU

12/02/2021

ANNEXURE-A

Name	Bollam Pravallika		
Designation	Junior Executive		
Department	Sales & Marketing	Project	Corporate Office
Location	Hyderabad	Level	L3
COMPONENTS	PER MONTH	PER ANNUM	REMARKS
	(INR)	(INR)	
Basic	7264	87172	-Monthly-
HRA	4843	58115	-do-
Other Allowance	4036	48429	-do-
Gross (A)	16143	193716	
Deductions			
PF EE	872	10461	-Monthly-
ESI EE	121	1453	-do-
Professional Tax	150	1800	-do-
Total Deductions (B)	1143	13714	
Net Pay*** (A-B)	15000	180002	
Benefits			
PF EE'r	872	10461	-Monthly-
ESI EE'r	525	6296	-Monthly-
Bonus/Exgratia	667	8004	-Yearly-
EL Encashment	298	3576	As per Policy
Mediclaime premium	336	4034	Paid to Ins Co.
Accidental ins. premium	33	390	Paid to Ins Co.
Total Benefits (C)	2730	32757	
CTC(A+C)	18873	226476	

***Net Pay before Income Tax deduction

*** You will be eligible for Site HRA of Rs. per month as per the Site HRA Policy.

For **KMV SPACES LLP,**


Authorized Signatory

* Your compensation is personal and confidential to you. Sharing/disclosing the same with anybody other than the designated authority is not permitted.

ACCEPTANCE OF APPOINTMENT

I have read and understood the terms and conditions mentioned in this letter of appointment and I hereby confirm unconditional acceptance of the same.

Date: 12/02/2021

Full Name : **Bollam Pravallika**

Regd. Office: 8-3-948/949, Level 5,
Solitaire Plaza, Beside Image Hospital,
Ameerpet, Hyderabad – 500073

KMV SPACES LLT-ID No. AAH-1363
(Registered with Limited Liability)

Site Office: Survey No. 20, New 100' Road
Near Kamineni Hospital
PORANKI-521137
Vijayawada, Krishna District
Andhra Pradesh.


Megha Inst. Of Engg. & Tech for Women
Edulabad(v) Ghalkesar (M), Madhala Dist T.S-501301
T: +91 40 3017 1111
F: +91 40 2373 5293
Email: spaces@kmvgroup.com
www.kmvspaces.com



Offer: Computer Consultancy

Ref: TCSL/DT20219043498/Trivandrum

Date: 01/01/2022

Ms. Kumboji Dharani
Lig-852,Dharma Reddy Colony,Phase-1,Kukatpally,HyderabadDharmareddy Colony,
Kukatpally,
Hyderabad-500085,
Telangana.
Tel# 91-7993042087

Dear Kumboji Dharani,

Sub: Letter of Offer

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

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

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

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

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

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TCSL/DT20219043498

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

Vismaya Building 6th Floor, Infopark, Kusumagiri PO., Kochi 682 030 India
Tel: 0181 654 5000 Fax: 0181 654 5255 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com

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



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹14,784/- per month.

BOUQUET OF BENEFITS (BoB)

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

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹5,914/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Food Card

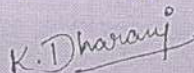
You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.


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Tata Consultancy Services Limited

Vismaya Building 6th Floor, Infopark, Kusunnaqin PD, Kochi 682 030 India
Tel: 0484 664 5000 Fax: 0484 664 5255 Website: www.tcs.com
Registered Office Nival Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com


K. Dharan



PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,700/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance

Your variable allowance will be ₹600/- per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

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

Performance Pay will be effective upon successful completion of the TCS Xplore / Xperience Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

- Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

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Tel: 0484 664 5000 Fax: 0484 664 5255 Website: www.tcs.com
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K. Dhanraj, Atmakar (M), Medchal Dist.T.S-501301
3



ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

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

i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

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

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

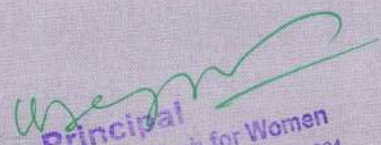
You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

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

Professional Memberships

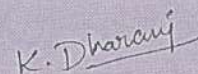
You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.


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


K. Dhara



RETIRALS

Provident Fund

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

Gratuity

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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are recommended to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance.

3. Training Period

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

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



months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior

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written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Work in SBWS mode

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

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

12. Overseas International Assignment Agreement

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

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serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

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

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

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

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

16. Retirement

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

17. Pre-employment Medical Certificate

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

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Principal of Engg. & Tech for Women
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18. Employment of Non Indian Citizens

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

19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

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

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

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the provided by TCSL) stating :

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- *There is no criminal offence registered/pending against you
- *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

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

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

21. TCS Xperience Program

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

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

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

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

23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

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24. Compliance to all clauses

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

25. Data Privacy Clause:

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

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

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

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

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

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

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Withdrawal of Offer

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

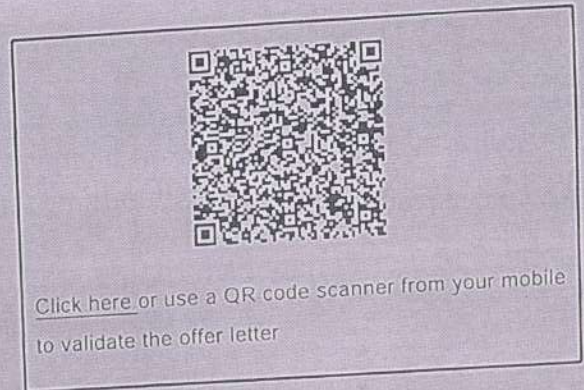
Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

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GROSS SALARY SHEET

Annexure 1

Name	Kumboji Dharani
Designation	Assistant System Engineer-Trainee
Institute Name	Megha Institute Of Engineering And Technology For Women

Table 1: Compensation Details (All Components in INR)

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

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

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

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

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

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

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

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Annexure 2

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

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Confidentiality and IP Terms and Conditions

1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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

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2. Associate's Obligations

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

3. Intellectual Property Rights

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

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K. Dharanif



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines.

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

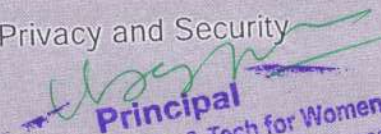
7. Working in SBWS Framework:

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

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

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

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

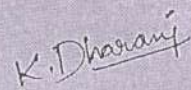

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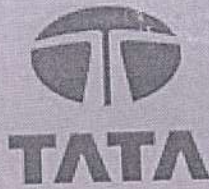
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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

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

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

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

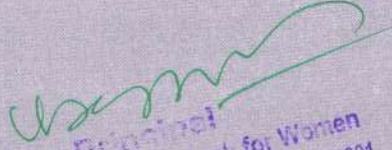
(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

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

9. No License

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


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

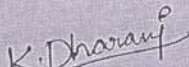
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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Vismaya Building 6th Floor, Infopark, Kusumagiri PD, Kochi 682 030 India
Tel: 0484 654 5000 Fax: 0484 661 5255 Website: www.tcs.com

Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com


K. Dharan



10. Equitable Rights

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

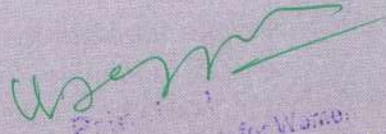
11. General

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

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

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

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

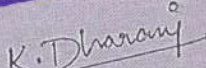

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TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com


K. Dharamji



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

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

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

K. Dharan



Offer: Computer Consultancy
Ref: TCSL/DT20207494454/Hyderabad
Date: 14/09/2021

Ms. Niharika Errolla
3-74 Near Hanuman Temple ,Nagepur Village , Navipet MandalNagepur,
Navipet,
Nizamabad-503245,
Telangana.
Tel# 91-9912415640

Dear Niharika Errolla,

Sub: Letter of Offer

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

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

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

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

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

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

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

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



Offer: Computer Consultancy
Ref: TCSL/DT20219349469/Chennai
Date: 27/01/2022

Ms. Namratha Pillamari
1-5-138,
Girinigadda,
Jangaon-506167,
Telangana.
Tel# -

Dear Namratha Pillamari,

Sub: Letter of Offer

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

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

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

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

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TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

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COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹14,784/- per month.

BOUQUET OF BENEFITS (BoB)

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

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹5,914/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

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TATA CONSULTANCY SERVICES
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PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,700/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance

Your variable allowance will be ₹600/- per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

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

Performance Pay will be effective upon successful completion of the TCS Xplore / Xperience Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

- i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

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ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

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

i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

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

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)


You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

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

Professional Memberships

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


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GROSS SALARY SHEET

Annexure 1

Name	Namratha Pillamari
Designation	Assistant System Engineer-Trainee
Institute Name	Megha Institute Of Engineering And Technology For Women

Table 1: Compensation Details (All Components in INR)

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

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

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

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

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

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

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

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Annexure 2

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

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Confidentiality and IP Terms and Conditions

1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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


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2. Associate's Obligations

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

3. Intellectual Property Rights

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


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4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines.

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


7. Working in SBWS Framework:

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

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

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

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


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

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

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

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


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

8. Restriction on Associate's Rights

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

9. No License

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


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10. Equitable Rights

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

11. General

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

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

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

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


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



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

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


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



Date:24-Jun-2021

To

Bhavitha .
INDIA

Dear Bhavitha .,

Sub: Offer of Training and Employment

1. This has reference to the selection process for employment opportunity at Mindtree in the campus of Kalinga.
2. We take pleasure in informing you that you have been selected for appointment in Mindtree as an ENGINEER in the Salary Grade C1 subject to the following terms and conditions.

2.1. a) You should complete the Degree which you are now pursuing without any backlog (subjects where you have not obtained the passing marks) at the time of joining

b) Secure 60% aggregate in the degree. Aggregate is calculated as follows:

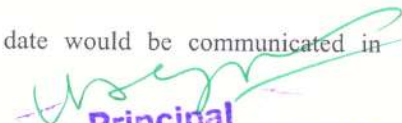
$$\text{Aggregate} = \frac{\text{(Total of marks obtained in all the subjects from the first to last semester)}}{\text{(Total of maximum marks in all the subjects from first to last semester)}}$$

$$\text{Aggregate \%} = \text{Aggregate} * 100$$

c) Provide a copy of the degree certificate or provisional degree certificate along with mark sheets of all semesters on your day of joining.

2.2. You shall initially undergo training at Mindtree, Kalinga, Bhubaneswar, Odisha and undergo Orchard Learning Programme conducted by Mindtree, Kalinga which helps you to transition to the Corporate world of technology solutions. The details of the programme and the training location will be provided separately closer towards the joining date. Mindtree reserves the right to change the training campus location based on business needs.

2.3. Your joining location would be Mindtree Kalinga, Bhubaneswar and joining date would be communicated in subsequent emails.


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

Kanduri Bhavitha

Kanduri Bhavitha (Jun 24, 2021 12:12 GMT+5.5)



Mindtree

A Larsen & Toubro Group Company

2.4. Your onboarding date would be shared with you based on your participation and achieving required milestones as per the pre- orchard learning program calendar which will be shared by you upon acceptance of this offer.

2.5. The period of Orchard is 90 days and on successful completion of the programme, you shall be deployed at a location as per the business requirement of Mindtree.

2.6. The other terms and conditions of your appointment at Mindtree is in Annexure - A. Besides, you will be governed by the rules, regulations and policies of Mindtree which will be in force from time to time

2.7. You shall bring with you the following documents at the time of reporting for Training at Mindtree, Kalinga, Bhubaneshwar, for completing the joining formalities.

- 10th, 12th and graduation (all semesters) mark sheets originals and 2 sets of photocopies
- Degree completion/provisional certificate originals and 2 sets of photocopies
- Pan card originals and 2 photocopies
- Aadhaar card originals and 2 photocopies
- Voter ID / Driving license originals and 2 photocopies
- 4 passport size photographs

If the above terms and conditions are acceptable, you may confirm your acceptance by digitally signing this offer within 5 days from the date of receipt of this mail and offer document.

If you have any questions or need any clarification, please do not hesitate to contact us at campus@mindtree.com.

We wish you a long and successful career with Mindtree.

We look forward to working with you soon.

Thank you,
For Mindtree Limited

Rosalee M Kombial
Vice President-People Function

Principal
Megha Inst. of Enng. & Tech. for Women
F. In. Bad (V), Ghatkopar (M),
Medchal Dist, T.S-501 301.

Kanduri Bhavitha

Kanduri Bhavitha (Jun 24, 2021 12:12 GMT+5.5)

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Offer: Computer Consultancy
Ref: TCSL/DT20218573466/Chennai
Date: 22/12/2021

Ms. Poojitha Kallu
4-35 /ThotapallyThotapally,
Kalwakurthy(M),
Nagarkurnool-509320,
Telangana.
Tel# 91-9963056515

Dear Poojitha Kallu,

Sub: Letter of Offer

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

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

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

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

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

TCS Confidential
TCSL/DT20218573466

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

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



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



Rotate screen



Play



Thumbnail



Enter Browser





Offer: Computer Consultancy
Ref: TCSL/DT20206669908/Hyderabad
Date: 31/10/2020

Ms. Sai Durga Yadlapalli
H.No: 1-5-3/1 Saradhi Nagar,
Near Sai Baba Temple,
Khammam-507003,
Telangana.
Tel# 91-8977346487

Dear Sai Durga Yadlapalli,

Sub: Letter of Offer

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

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

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

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

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

TCS Confidential
TCSL/DT20206669908

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

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

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



Offer: Computer Consultancy
Ref: TCSL/DT20206669908/Hyderabad
Date: 31/10/2020

Ms. Sai Durga Yadlapalli
H.No: 1-5-3/1 Saradhi Nagar,
Near Sai Baba Temple,
Khammam-507003,
Telangana.
Tel# 91-8977346487

Dear Sai Durga Yadlapalli,

Sub: Letter of Offer

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

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

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


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

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

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TCSL/DT20206669908

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

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


Principal 1
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghaikesar (Mdl),
Medchal Dist-501 301



Ref: TCSL/DT20207093029/1444619/Hyderabad

Date: 16 July 2021

MS. YASHODHA LAXMI INDUKURI
12-13-682 Nagaruna Nagar Street 20,
Tarnaka, Tarnaka Towers, Hyderabad,
Telangana-500017.
Tel# 918309596024

Sub: Joining Letter

Dear Ms. Yashodha Laxmi Indukuri,

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

We are pleased to inform you that your joining date at TCSL will be **12th August 2021**, your joining location is **Hyderabad**, work location is **Hyderabad** and your stream is **CBO**. This has been provided considering your preference and business requirements.

Your wellbeing is our utmost priority in the current COVID-19 pandemic scenario across India. Keeping this in mind, and the regulations enforced by various states at this point, we have internally enabled a virtual onboarding process for our future TCSers. For the Virtual Onboarding Process, **you will not be required to physically report at the TCS offices on the date of your joining**.

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

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

Principal

Megha Inst. of Engg. & Tech for Women
Edujanad, Chankeser (Mdl),
Medchal Dist-501 301

Private and Confidential

TATA CONSULTANCY SERVICES

Tata Consultancy Services Ltd

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

Page | 1

Offer: Computer Consultancy
Ref: TCSL/DT20218968325/Chennai
Date: 11/12/2021

Ms. Rojarani Erugurala
Lig 852Dharama Reddy Colony,
Post Office Lane,
Hyderabad-500072,
Telengana.
Tel# -7995372745

Dear Rojarani Erugurala,

Sub: Letter of Offer

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

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

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

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

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

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TCSL/DT20218968325

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited


415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

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




Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Md.)
Medchal Dist-50



20-Oct-2021

C5678334

Shravani Vanapakula
 Door NO 30-1-44 Vengalrao colony Palvancha Palvancha Mandal, Bhadradri Kothagudem District Telangana
 Management Level - 13
 Sublevel - 3

Job Profile - Bus Process Delivery New Associate
 Job Family Group - Business Process Delivery
 Business Deal - Non Contact Center

Dear Shravani,

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') in Hyderabad, India as per the below terms and conditions:

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' (Annexure 2) effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this offer.

This offer is contingent upon successful completion of your current degree, awarded in the current academic year. You are required to produce the original pass certificate / mark sheet, to Accenture upon joining Accenture but no later than within 6 months of the result being declared by your institute. Failing which, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

On joining you may undergo a training program 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 the Company are contingent upon you successfully completing the training program as per the satisfaction of the Company. Failing which, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with the Company are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

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

To indicate your acceptance of this offer and employment with Accenture, please submit a copy of this letter and all relevant Annexures with your signature on each page. In addition, please provide all the documentation identified in Annexure 4 'Documentation'.

Version 7.5 Oct 2021

1

Reference Id: d3cbd798-50cd-4938-be73-245108b20981_2
 Signed By: Jal Rumi Master


Principal
 Megha Inst. Of Engg. & Tech for Women
 Edulabad (v) Chalkesar (M), Medchal Dist.T.S-501301
 Candidate's Signature



January 11, 2022

HRD/3T/1003343598/21-22

Ms. Koppula Ramya Jyothi
No. 10-45/1
Yadadri Buvanagiri
Yadadri buvanagiri-508110
India

Ph: +91-9398360136

Dear Koppula Ramya,

Welcome to Infosys!

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

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

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

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified

Digitally signed by Richard Lobo
Date: 2022.01.11 15:21:29 IST
Reason: Digitally Signed
Location: Bangalore

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

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

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



swapna offer le...



1/21/22, 1:38 PM

https://wipro.icims.com/forms?module=Forms&action=showForm&view=htm&form=elite_offer_letter_template&user=22772403&it...**APPOINTMENT LETTER**

January 21, 2022

Dear ALLAKONDA SWAPNA,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

- The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- The retirement age is 58 years.
- You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

- Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- Variable Pay - The details of this component are listed in Annexure V. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- Your salary will be reviewed periodically as per Company policy.
- Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

https://wipro.icims.com/forms?module=Forms&action=showForm&view=htm&form=elite_offer_letter_template&user=22772403&item=3737005&toke... 1/11

1/21/22, 1:38 PM

https://wipro.icims.com/forms?module=Forms&action=showForm&view=htm&form=elite_offer_letter_template&user=22772403&it...

relevant criteria.

3. Other Benefits:

You will also be eligible for:

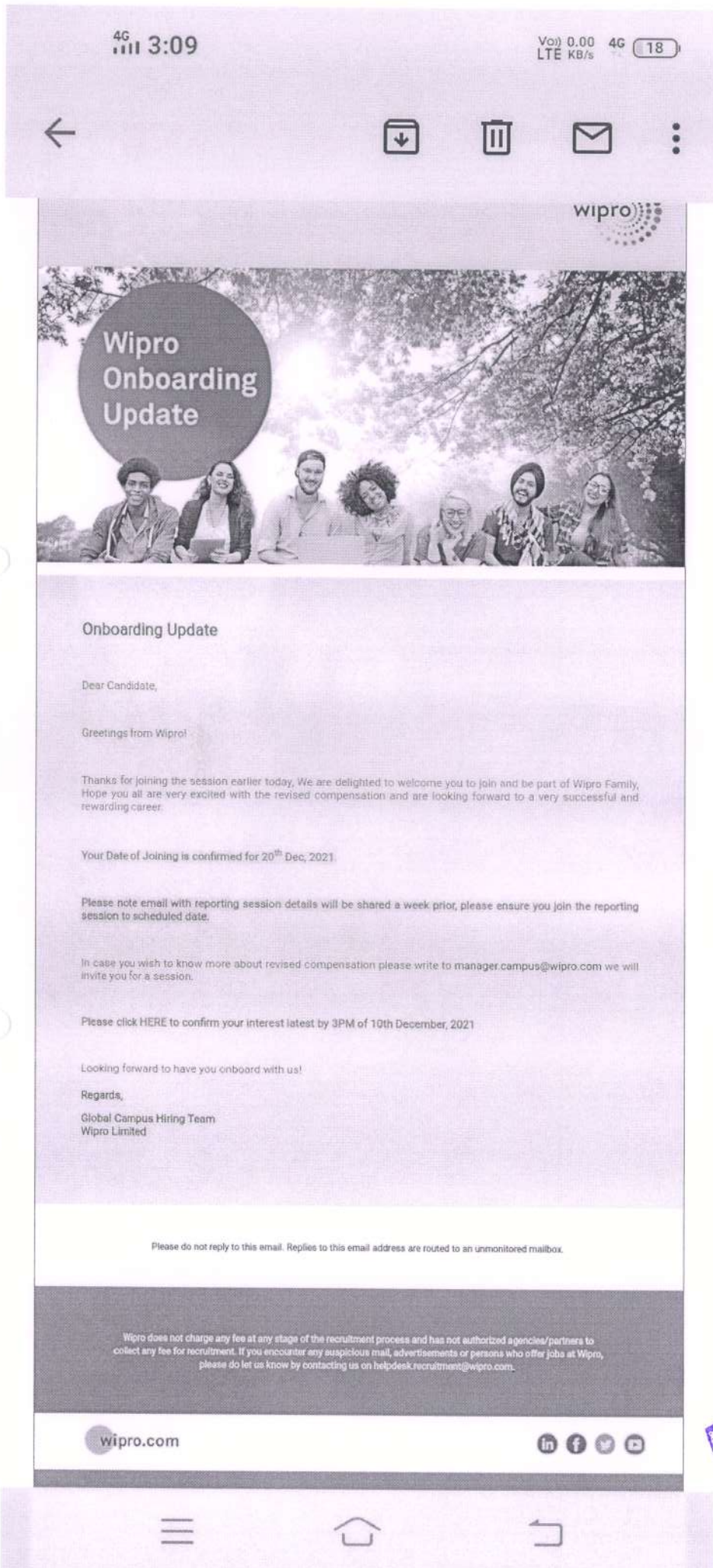
- Leave, holidays and working hours as applicable to your stream and location of posting.
- Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company
- Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.
- Leave Travel Assistance (LTA) as per the Company's policy.
- Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.
- Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.
- Please refer to the detailed policies in the Company's intranet portal i.e. mywipro.wipro.com

4. Responsibilities:

- In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.
- You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.
- We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.
- Consistent with the above, any matter or situation or conduct that may arise that could potentially null, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

Megha
Principal

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



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

4G 3:09

Voice 0.00 4G 18
LTE KB/s



Onboarding Update

Dear Candidate,

Greetings from Wipro!

Thanks for joining the session earlier today, We are delighted to welcome you to join and be part of Wipro Family. Hope you all are very excited with the revised compensation and are looking forward to a very successful and rewarding career.

Your Date of Joining is confirmed for 20th Dec, 2021.

Please note email with reporting session details will be shared a week prior, please ensure you join the reporting session to scheduled date.

In case you wish to know more about revised compensation please write to manager.campus@wipro.com we will invite you for a session.

Please click [HERE](#) to confirm your interest latest by 3PM of 10th December, 2021

Looking forward to have you onboard with us!

Regards,

Global Campus Hiring Team
Wipro Limited

Please do not reply to this email. Replies to this email address are routed to an unmonitored mailbox.

Wipro does not charge any fee at any stage of the recruitment process and has not authorized agencies/partners to collect any fee for recruitment. If you encounter any suspicious mail, advertisements or persons who offer jobs at Wipro, please do let us know by contacting us on helpdesk.recruitment@wipro.com.

wipro.com



Ch Sucharitha
Asst. Prof. of Engg. & Tech for IT
Edulabad, Ghatkesar (Mdr);
Medihal Diet-501 301

From: [sumana <sumana.m@americanunit.com>](mailto:sumana.m@americanunit.com)
To: mishaanthony0123@gmail.com
Date: 10/12/2021 11:20:25 AM
Subject: Offer Confirmation

Dear Misha,

Hearty Congratulations!!!

Welcoming you to American Unit Family!!!

This has reference to your application and subsequent interviews you had with us, we are pleased to inform you that you have successfully cleared the selection process and we have selected you and are offering the position of "Trainee cum Jr. US IT Recruiter". You are hereby informed to report to American Unit, Hitech city office at 18:30 hrs(6:30 PM) on 18th October 2021 for completing your joining formalities.

Office Address: American Unit India Pvt. Ltd.
6th Floor, Sri Vidhya Ambrosia,
PatrikaNagar Road No.1, HUDA Techno Enclave,
Hitech City, Hyderabad, Telangana-500081

Please bring **Xerox copies along with Originals** on the date of joining as listed below :

- Your Educational Certificates / Mark Sheets supporting your Qualifications (From High School, Inter, Graduation, PG or any other).
- Your PAN Card & Aadhar card(2 copies).
- Passport Size Photograph(2 Copies)

We are looking forward to you starting an exciting career with American Unit soon!!!

We request you send us your confirmation by responding to this mail, **please feel free to contact me on 9123388494 or Srinivas Sir on 9167752798 if you need any support.**

Thank You!!
Sumana M
Corporate HR
Phone No:214-614-9021 Ext:222
Email :sumana.m@americanunit.com
American Unit, Inc
2901 Dallas Pkwy, Suite 333
Plano, TX 75093
<http://www.americanunit.com/>
18 Years of IT Excellence & Certified



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

From: [sumana <sumana.m@americanunit.com>](mailto:sumana.m@americanunit.com)
 To: mishaanthony0123@gmail.com
 Date: 10/12/2021 11:20:25 AM
 Subject: Offer Confirmation

Dear Misha,

Hearty Congratulations!!!

Welcoming you to American Unit Family!!!

This has reference to your application and subsequent interviews you had with us, we are pleased to inform you that you have successfully cleared selection process and we have selected you and are offered position of "Trainee cum Jr. US IT Recruiter". You are hereby informed to report to American Unit, Hitec city office at 18:30 hrs(6:30 PM) on 18th October 2021 for completing your joining formalities.

Office Address: American Unit India Pvt. Ltd.
6th Floor, Sri Vidhya Ambrosia,
PatrikaNagar Road No.1, HUDA Techno Enclave,
Hitec City, Hyderabad, Telangana-500081

Please bring **Xerox copies along with Originals** on the date of joining as listed below :

- Your Educational Certificates / Mark Sheets supporting your Qualifications (From High School, Inter, Graduation, PG or any other).
- Your PAN Card & Aadhar card(2 copies).
- Passport Size Photograph(2 Copies)

We are looking forward you to start off an exciting career with American Unit soon!!!

We request you send us your confirmation by responding to this mail, **please feel free to contact me on 9123388494 or Srinivas Sir on 9167752798 if you need any support.**

Thank You!!

Sumana M

Corporate HR

Phone No:214-614-9021 Ext:222

Email :sumana.m@americanunit.com

American Unit, Inc

2901 Dallas Pkwy, Suite 333

Plano, TX 75093

<http://www.americanunit.com/>

18 Years of IT Excellence & Certified



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

You are viewing an attached message. Gmail can't verify the authenticity of attached mess

Dear Manasa,

Hearty Congratulations!!!

Welcoming you to American Unit Family!!!

This has reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Trainee cum Jr. US IT Recruiter". **You are hereby informed to report completing your joining formalities.**

**Office Address: American Unit India Pvt. Ltd.
6th Floor, Sri Vidhya Ambrosia,
PatrikaNagar Road No.1, HUDA Techno Enclave,
Hitech City, Hyderabad, Telangana-500081**

Please bring **Xerox copies along with Originals** on the date of joining as listed below :

- Your Educational Certificates / Mark Sheets supporting your Qualifications (From High School)
- Your PAN Card & Aadhar card(2 copies).
- Passport Size Photograph(2 Copies)

We are looking forward you to start off an exciting career with American Unit soon!!!

We request you send us your confirmation by responding to this mail, **please feel free to contact** us for any queries.

Thank You!!

Sumana M

Corporate HR

Phone No:214-614-9021 Ext:222

Email :sumana.m@americanunit.com

American Unit, Inc

2901 Dallas Pkwy, Suite 333

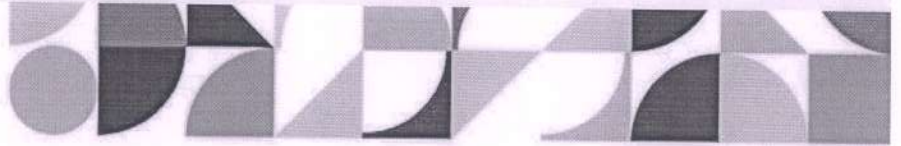
Plano, TX 75093

<http://www.americanunit.com/>

18 Years of IT Excellence & Certified



W. Megha
Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (M.G.)
Medchal Dist-501 307

Ref: OFL/HR/PUN/ZENSAR/1556614

Date:- 10-Dec-2021

To Byreddy Meghana ,

Sub: Offer of Employment

Dear Ms. Byreddy ,

Thank you for the keen interest you have shown in joining our organization. With reference to the interview and the discussions you had with us recently, we are pleased to offer you a career at Zensar. Please accept our heartiest congratulations and warm welcome to the Zensar family.

1. You are required to join on **13-Dec-2021** and the offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing. your 'Annual Compensation' is attached herewith as in Annexure – A. The terms and conditions of employment are in Annexure-B.

Please note this offer is conditional to verification of documents listed in Annexure C and your being found medically fit for employment.

Please confirm your acceptance, in writing, of this offer on or before **11-Dec-2021**, to the undersigned given below address:

Zensar Knowledge Park, Kharadi, Plot # 4, MIDC, Off Nagar Road, Pune – 411014, Maharashtra, India, Tel:+91-20-66057500/ 66074000

Yours Sincerely,
For Zensar Technologies Limited



Sanjeeva Maithani
Vice President – Human Resources

Encl: Annexure – A (Salary Structure),
Annexure – B (Terms and Conditions of employment)
Annexure – C (Document Check List)

An  **RPG** Company

CIN: L72200PN1963PLCO12621
+(20) 6607 4000, 2700 4000
+(20) 6605 7888

www.zensar.com

Zensar Technologies Limited, Zensar Knowledge
Park, Plot No. 4, MIDC Kharadi, Off Nagar Road,
Pune 411014

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

Self-Declaration & Undertaking form

Name: Tanneru Yaswantha Seena
 Deputee ID: 2265665
 Empcode -1524758
 Designation: Back check calling Associate--A
 Service Function / Vertical :
 Centre / Location : Hyderabad

Sub: Acceptance of Established policies and affiliated risks

I hereby Confirm that I have read through the Randstad and applicable client policies & procedures. I understand its implication to the fullest and hereby confirm to the fact that i would be held personally responsible for actions done, in contravention to established policies and procedure.

Signed :

Date :



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

Date: 29-10-2021

Ms. Tanneru Yaswantha Seena,
Empcode -1524758

DEPUTATION LETTER

Further to clause 3 of your letter of employment, we are pleased to advise you that your services are being deputed to SBI Cards & Payment Services Limited with effect from 01-11-2021 at their Hyderabad office. The terms and conditions of your deputation will be as follows:

1. You will, with effect from 01-11-2021, be required to work at our clients office/ premises at any of their locations.
2. During the tenure of the deputation, you will continue to be an employee of Randstad.
3. In the day to day functioning or carrying out all responsibilities, you will receive instructions from SBI Cards & Payment Services Limited and will undertake to abide by any suggestions, etc. given by any assigned person(s).
4. You shall also abide by any training that may be offered to you by SBI Cards & Payment Services Limited.
5. You shall be bound to follow the working hours of SBI Cards & Payment Services Limited.
6. You shall take care not to disclose confidential information / trade secrets, etc that you may come across in the course of your responsibilities to anyone outside SBI Cards & Payment Services Limited and use such information only in connection with the service provided to SBI Cards & Payment Services Limited.
7. You shall at no point of time stake any claim or right to claim employment, damage, loss or compensation of any sort whatsoever against SBI Cards & Payment Services Limited. This arrangement is purely a contractual agreement between Randstad and SBI Cards & Payment Services Limited for the time specified.
8. You shall not engage in any act subversive of discipline in the course of your duty/ies in the property of SBI Cards & Payment Services Limited or outside, and if you were at any time found indulging in such act/s, we reserve the right to initiate disciplinary action as is deemed fit, against you.
9. You shall be responsible for protecting the property of SBI Cards & Payment Services Limited entrusted to you in the due discharge of your duties and shall indemnify SBI Cards & Payment Services Limited when there is a loss of any kind to the said property.

All the other terms and conditions of your employment remain unchanged.

As a token of your acceptance of the above terms and conditions, you are requested to sign the duplicate copy of this letter and return to us. In the event of not receiving a signed copy of this letter from you, this letter will be deemed to have been accepted by you upon the receipt of the following month's salary

Yours truly,
For Randstad India Pvt Ltd.



Authorized Signatory
Balakrishnan S
Head - HRSSC

I, Tanneru Yaswantha Seena have read and hereby accept the above mentioned terms and conditions

Signature : 2265665

Date : 29-10-2021 10:10:31



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

Date:29-10-2021

Welcome Note

Dear **Ms. Tanneru Yaswantha Seena**

Congratulations and welcome to Randstad family! We are delighted to have you as part of our organization. Your role and association with us is critical in fulfilling the mission of our organization. We hope, our association will be professionally meaningful and mutually beneficial. You join a group of our 60,000 + Employee Workers (EW) deputed to our various clients, in order to partner in their business success.

Thank you for the information and documentation provided to ease your on-boarding process. You can continue to use our online portal to access and download your monthly pay slips, edit personal details, download forms required for registering your employment for various statutory benefits. The next few pages will give you more information on your employment with us.

For any queries, please feel free to contact the Randstad Help Desk. The facility is currently available Monday through Friday, 9:30 am to 6:30 pm. You may contact the Help Desk through one of the three methods below:

1. Log in to **[Click here to log in Randstad Portal](#)**
2. Call us Toll free 1800 420 9944
3. Email us to flexicare@randstad.in

Our Core Values: As a new entrant, we would like you to know that randstad is known for continuing to adhere to and live by the core values established in our early days. Its good to know that every Randstad employee continues to keep to and live by these values today. They are

To Know - We are experts. We know our clients, their companies, our candidates and our business. In our business its often the details that count the most

To Serve - We succeed through a spirit of excellent service, exceeding the core requirements of our industry.

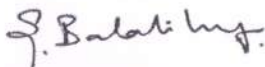
To Trust - We are respectful. We value our relationships and treat people well.

Striving For Perfection - We seek to improve and innovate constantly. Its our job to help our clients and candidates to find satisfaction in all their pursuits. This is what gives us the edge.

Simultaneous Promotion Of All Interests - We take our social responsibility seriously. Our business must always benefit society as a whole.

I wish you all the very best as you embark on an exciting journey with Randstad while enhancing your professional stature, along the way.

For Randstad India Pvt Ltd.



Authorized Signatory
Balakrishnan S
Head - HRSSC

Date: 29-10-2021

To,
Ms. Tanneru Yaswantha Seena,
Empcode -1524758

FIXED TERM CONTRACT OF EMPLOYMENT


We are pleased to appoint you in our organisation as Back check calling Associate--A, for a fixed period of employment, on the following terms and conditions:

1. Your contract of employment shall be valid for a period of 1 year from 01-11-2021 to 31-10-2022. Notwithstanding this, in the event of the project/ work for which you are being employed comes to an end before the aforementioned period, this contract shall be co- terminus with the aforementioned project/work. At the end of the above referred period, the contract will stand terminated automatically without any notice or communication to you, unless they are explicitly extended by us by a letter in writing.
2. Notwithstanding anything above, depending upon the aforementioned project/work, the Company reserves its right to extend your temporary appointment for such period or periods as may be necessary depending upon the exigencies relatable to the work for which you are hereby engaged. In that event, the Company shall in writing extend your temporary assignment on the terms as may be indicated in such letter and in the event of your acceptance of such extension of the assignment you shall be governed by such terms and conditions as may be indicated therein.
3. During the period of fixed contract, your services could be deputed at the sole discretion of the Management to any of our clients company or locations to do work pertaining to or incidental to the clients business.
4. Details of your salary break up with components is as per the Annexure 1.
5. Provident Fund will be remitted as per law, applicable from time to time. It's the employees responsibility to update the nomination directly into the PF portal and Randstad does not hold any responsibility on it. In case, you are eligible for ABRY scheme, the applicable PF employee contribution will be refunded post availing benefit.
6. You will be covered under a Medical Insurance upto 100000 per annum and Group Accident Insurance Scheme of 200000 & Group Terms Life Insurance of ~GTLvalue~. This policy will come into effect after 30 days of your joining the company.
7. You will be eligible for leave as per the clients company policy, during the period of your contract of employment.
8. You will be entitled to all other statutory benefits wherever applicable during the fixed period of contract.
9. You are advised to read and understand Randstad Health & Safety Policy for deputees (Annexure 2) and comply with relevant policies that are in practice at SBI Cards & Payment Services Limited. Adherence to the stated and relevant policies is a condition of employment with Randstad. In the event you are found to be non-compliant of any of the applicable policies, Randstad reserves the right to take necessary action against you.
10. This contract shall be terminable by either party giving 7 days notice in writing or salary in lieu of notice, to the other.
11. At Randstad your privacy is important to us. By submitting your personal information, you have agreed and consented to Randstads processing of your personal information for the intended purposes of employment opportunities. Please note that your involvement in any violation of data protection laws or causing data breach would result in disciplinary action, which can lead to immediate termination and withholding of your pecuniary benefits.

We are consciously endeavoring to build an atmosphere of trust, openness, responsiveness, autonomy and growth among all members of the Randstad family. As a new entrant, we would like you to wholeheartedly contribute in this process.

Registered Office :

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


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

Schedule A

Assignment Details of Tanneru Yaswantha Seena

Name	Tanneru Yaswantha Seena
Client Name	SBI Cards & Payment Services Limited
Place of Deputed	Hyderabad
Designation	Back check calling Associate--A
Start date of Assignment	01-11-2021
End date of Assignment	31-10-2022

Annexure 1: Salary Break - Up Details

Component	Monthly	Yearly
Basic	11,700.00	140,400.00
House Rent Allowance	1,838.00	22,056.00
Statutory Bonus	975.00	11,700.00
Gross Salary	14,513.00	174,156.00
Employer's Contribution to ESI	472.00	5,664.00
Employer's Contribution to EPF	1,404.00	16,848.00
Insurance	62.00	744.00
CTC (Cost to the company)	16,451.00	197,412.00
Employee's Contribution to EPF	1,404.00	16,848.00
Employee's Contribution to ESI	109.00	1,308.00
Net-Take Home	13,000.00	156,000.00

* Income tax, Professional Tax and LWF as applicable will be deducted. All taxes will be deducted as applicable by law.

* Your salary is strictly confidential.

For Randstad India Pvt Ltd.

Accepted By

S. Balakrishnan

2265665

Authorized Signatory
Balakrishnan S
Head - HRSSC

Tanneru Yaswantha Seena

U. Seena
Principal
Inst. of Engg. & Tech for Women
Eduabad, Ghatkesar (Mdi),
Medchal Dist-501 301

General Terms & Conditions

1. You will have to provide signed copies of all documents and forms in the joining kit including the signed appointment letter to Randstad India Private Ltd. (RIPL) within a period of 30 days from your date of joining. The documents can be either couriered or handed over in person at the designated RIPL offices. You will not be eligible for payroll in the subsequent months if these documents are not received within the 30 day period from your date of joining.
2. RIPL is working towards having a safe transaction mode for all payments and follows the practice of remitting salary, reimbursement, F&F and other payments directly to your designated bank account. You are required hereby to confirm your acceptance of the same and provide your Bank Account details with proof (cancelled cheque or copy of bank pass book or bank statement) within 15 days of the date of joining to RIPL personnel at the designated RIPL offices or send an e-mail with scanned copy of the proofs mentioned to flexicare@randstad.in mentioning "bank account details" in the subject line of the mail.
3. You will have to provide your PAN card details within 15 days of your date of joining
 - a. In case, you dont have a PAN card, you will have to apply and provide the acknowledgement copy within 15 days from the date of joining.
 - b. In case you do not provide PAN card details and your income falls under the taxable limits, you will be paid your monthly salary after deduction of taxes as per the existing tax laws.
4. Your pay slips will be available online for viewing, downloading and printing. This is a digitally generated document and does not require a physical signature for verification. The pay slip will be available at the end of first week of the month and will be deemed to have been received and accepted by you. For any clarifications or queries, regarding the same you can send an email to flexicare@randstad.in referencing your RIPL employee ID.
5. In case of any reimbursable components in your salary structure, you will be required to submit necessary proofs of payments and bills for the same, failing which the payments will be made after deduction of appropriate taxes.
6. If you are eligible for ESIC benefits and have an existing ESIC number, please inform in advance through the ESIC nomination form in your joining kit to retain the existing ESIC number. For PF transfer from an existing PF account, you will need to fill and submit the PF transfer form in your joining kit.
7. RIPL does not accept or retain any original certificates/ documents pertaining to your educational and other qualifications. You may be required to produce the same for verification purposes only, if requested by authorized RIPL personnel.
8. You will have to complete all the exit formalities and hand over any assets including but not limited to ID cards, laptops, mobiles, etc. in your custody before your Last Working Day (LWD) in the organization. Your Full & Final Settlement (F&F) will be completed only if the exit formalities are done on time, which shall not exceed 45 days.
9. Your F&F settlement amount will be transferred to the bank account used for your salary transactions. In case, there are dues to be recovered from you in the F&F settlement, you will be issued your relieving letter and experience letters only on clearance of these dues.

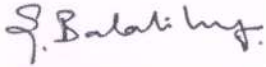
Registered Office :

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As a token of your acceptance of the above terms and conditions, you are requested to sign the duplicate copy of this letter and return to us. In the event of not receiving a signed copy of this letter from you, this letter will be deemed to have been accepted by you upon the receipt of the following month's salary
Yours truly,

For Randstad India Pvt Ltd.



Authorized Signatory
Balakrishnan S
Head - HRSSC


I, Tanneru Yaswantha Seenra have read and hereby accept the above mentioned terms and conditions

Signature : 2265665

Date : 29-10-2021 10:10:31

Registered Office :

Randstad India Private Ltd
Randstad House,
Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
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Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Md),
Medchal Dist-501 301

Annexure 2: HEALTH AND SAFETY POLICY

1. Introduction

Randstad recognizes people as its most important asset and is committed to ensuring safe and healthy work environment for all its employees and people visiting its premises. Randstad's Corporate Policy necessitates a specific Health & Safety Policy for its outsourced employees. Given that our EWs are redeployed to various client sites, where each client's Health & Safety Policy would be different, it is our commitment to ensure that our EWs have safe working conditions, where risks if any, are well managed and our clients treat all our EWs as they would treat their direct employees in matters of health & safety.

This document is to be read and thoroughly understood by all Randstad EWs at the time of joining an assignment; it requires them to be aware of the policy and our recommendations for safe working practices.

We assure that we will not depute an EW to a client site, which causes an Occupational Hazard or risk to Health. We will only work with clients who are aligned to our Health & Safety Policy for EWs. Additionally, we advise our EWs and employees to bring to our notice, situations that an EW might encounter and could be a potential health & safety issue.

We also ask our EWs not to endanger themselves or their colleagues at work by violating any safety rules, and to comply with work place instructions besides ensuring that they wear Personal Protective Equipment where advised. Our EWs are asked not to interfere with or misuse anything provided for their safety, health and welfare. This is a condition of employment with Randstad. Management reviews will be held each year to review implementation of this policy and draw upon further improvements for the following year. These improvements will include the policy itself and the associated business processes to attain objective of this policy.

2. Health & Safety Policy

Health & Safety in the work place is every one's responsibility. Randstad regards promotion of Health & Safety measures as a mutual objective for the management and employees, including deputed employees. Randstad has factored in statutory requirements while arriving at this Health & Safety Policy.

General Safety

1. Ensure that you are aware of your own responsibilities in respect of relevant health, safety and environmental matters.
2. Follow instructions the way it is meant to be. Use entries and exits, lifts in the manner it is meant to be.
3. Ensure you have your EW ID card on your person at all times with your photograph, Randstad contact details and Nos. displayed in a clear manner.
4. If you have a visitor, ensure your visitor signs in and receives a security pass. Do not take your visitor into the client premises without permission.
5. You will not enter your work premises while under the influence of alcohol, drugs or any substance which may endanger your health or safety and/or that of any other person.
6. Beware of fact that many things which may be obvious get overlooked while working. Thus, appropriate care and concentration is required at work to ensure general safety.

Fire Safety

1. Ensure familiarity with the fire safety procedures in work place. Most organizations have fire safety training as a statutory requirement. Ensure you attend the same, after seeking necessary permission from your reporting manager.
2. Understand different kinds of fire fighting equipments installed at your work place.
3. Please become familiar to the sound of the fire alarm and know the emergency/fire exits. These are not normal entry/exits. These exits are signed with the statutory fire exit signs.
4. Attend fire drill if any at your work place and undergo evacuation training.
5. Avoid taking personal risks; do not try to tackle fire on your own.


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Medchal Dist-501 301

Accident & First Aid

Familiarize yourself with the First Aid arrangements at your work place. Do not leave vehicles or items relating to your work in places other than that which is designated. This will help prevent accidents.

1. Follow rules on speed limit and wearing safety gear as is prescribed at the work environment that you are at.
2. If your office premises require you to wear a helmet while entering or exiting, comply with the same.
3. In the event of an accident, do not handle it on your own; follow procedures that you may have been trained in; inform the facilities manager or emergency numbers provided.
4. Understand accident report procedures at your work site.
5. Always let someone know, where you are going and your expected time of return.
6. If your office premises require you to wear a helmet while entering or exiting, comply with the same.

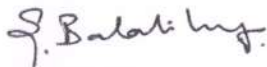
As a Randstad EW, you have the right to:

1. Work in places where all the risks to your health and safety are properly controlled.
2. If your office premises require you to wear a helmet while entering or exiting, comply with the same.
3. To stop working and leave the area if you think you are in danger.
4. To inform your employer about health and safety issues or concerns.

Recommendations for Common Safe Working Practices

1. Do not smoke in areas prohibited.
2. Do not overload electrical outlets.
3. Do not expose electric conduits/plugs/sockets to water.
4. If your work requires you to lift weight frequently, understand load management procedures at work.
5. Do not operate machinery unless you have been trained and authorized to do so.
6. Never throw anything from any height.
7. If you use tools as part of your work use only the right and authorized tools.
8. Report any Health and Safety incidents whether they result in injury or not to your respective Randstad anchor.
9. Cooperate in the investigation of accidents with the objective of introducing measures to prevent recurrence.

For Randstad India Pvt Ltd.



Authorized Signatory
Balakrishnan S
Head - HRSSC



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

CODE OF CONDUCT

This Code of Conduct describes and summarizes the standards of business conduct for Randstad and also highlights the importance of ethical value in conducting the business affairs of Randstad.

Randstad would also review all applicable Randstad policies and procedures from time to time. This Code of Conduct is subject to modification. It maybe updated as and when needed and the employee hereby agrees to accept the terms of such revised documents.

The Employees of Randstad are expected to act in accordance with the highest standards of personal and professional integrity, honesty and ethical conduct. The honest conduct would be a conduct that is free from fraud or deception. Interactions with the clients, candidates, co-employees and any other individual shall be conducted in accordance with the standards mentioned.

It is the policy of the Company to conduct all of its business in an honest and ethical manner. In doing business anywhere in the world, neither the Company nor any employee or an entity associated with the Company shall offer, pay, promise, authorise or receive any bribe or other illicit payment or benefit in violation of any of the Anti-corruption Laws of the Country or the anti-corruption laws of any other nation in which the Company does business or renders services. This shall form part of the Company's Code of Conduct and Business Ethics.

The Employee agrees that he/she shall devote his/her full attention to the activities of Randstad and shall not, either during the term of the Employment or for a period of six months thereafter, take up employment with any company that is engaging in or himself/ herself enter into any business that is identical or similar to, the business carried on by Randstad. The Employee further agrees that at any time during the subsistence of the Employment or for a period of six months subsequent thereto, the Employee shall not offer employment or consultancy or otherwise solicit the Employees of Randstad to work with him/her or any employer where he or she is employed.

It is not practical and possible to list all situations in which conflict of interest may arise, however, following examples of situations, which may constitute a conflict of interest, are provided for your perception regarding the nature and scope of the term a conflict of interest:

1. Engaging in any activity that interferes with your performance or responsibilities to Randstad
2. Accepting simultaneous employment with a Randstad supplier, customer, developer or competitor or taking part in any activity that enhances or supports a competitor's position
3. Conducting the business of Randstad with relative or with a business in which a relative is associated in any significant role
4. Accepting any offer, payment, promise to pay, or authorisation to pay any money, gift or anything of value from customers, vendors, consultants, etc. that is perceived as intended, directly or indirectly, to influence any business decision, any act or failure to act, any commitment of fraud, or opportunity for the commission of any fraud.
5. Competing, directly or indirectly, with Randstad for the purchase or sale of the property, products, services or other interest This Code of Conduct is part of the Corporate Governance of Randstad which extends equal opportunities to men and women at work, adhering to all legal compliances. Randstad's policy of transparency among employees are enabled through various HR practices including appraisals and performance evaluation, with adequate health and safety policies in place protecting the employee and the environment with a spirit of working together for the National interest.
6. You will be eligible for leave as per the client's company policy,during the period of your contract of employment.
7. You will be entitled to all other statutory benefits wherever applicable during the fixed period of contract.

Protection Of Confidential Information

All confidential information must be used for the purposes of Randstad. All Employees of Randstad must protect and respect the Intellectual property rights including the intellectual property rights of the clients of Randstad. Any violation of the intellectual property rights of any of the third parties in the capacity of a employee of Randstad shall be treated as illegal and shall be subject to legal action. The obligation to safeguard the proprietary and confidential information continues to exist even after leaving the employment of Randstad. Each of the Employees has liability to return all corporate confidential information in possession while leaving Randstad. They shall not be destroyed by any employee even while leaving Randstad, which shall amount to infringement of the Intellectual property rights of Randstad.

Protection And Use Of Randstad's Assets

All Employees are responsible for protecting and for appropriate use of the assets of Randstad. The Employees must safeguard the assets of Randstad against loss, damage, misuse or theft. Any violation of this aspect of the code will subject to the disciplinary action up to and including termination of the employment or business relationship. The assets of Randstad including vehicles, spares and supplies, equipments, stationery, funds, brand and logo of Randstad, hardware and software and all other electronic communication devices, must be utilized in legal, ethical and appropriate manner. Unauthorised usage of Randstad's assets to deal with any illegal transaction shall be subject to legal action.

Protection And Use of the Client's Assets

All Employees are responsible for protecting and for appropriate use of the assets of the client where the Employee is stationed. The Employees must safeguard the assets of the client against loss, damage, misuse or theft. The assets of the Client including vehicles, spares and supplies, equipments, stationery, funds, brand and logo of the Client, hardware & software and all other electronic communication devices, must be utilised in legal, ethical and appropriate manner. Further, the Employee shall refrain from any unauthorised use, access, disclosure, alteration and/ destruction of information systems including but not limited to CV database, CV database, client's JD/JS details, client's CTC policy and break-ups, and any other confidential information, written or oral, whether or not, specified explicitly by the Client.

Employee Developments

The Employee agrees to communicate to Randstad as promptly as practicable all Employee Developments he/she conceives or develops (either alone or jointly with others) at any time during his/her employment with Randstad and for a period of 1 [one year] thereafter for the purpose of determining Randstad's rights in such Employee Developments.

press releases

The Employee shall not put out any press or other media release or make any public announcement or statement relating in anyway to the business of the Client/Randstad, the activities of the Client/Randstad and for such other information without the prior written consent of the authorised personnel.

Disciplinary Actions

It is expected from all Employees covered under this Code of Conduct that they will adhere to the principles and rules laid down in this code. The appropriate disciplinary action will be taken against the delinquent Employee who is found to violate these principles and policies or any other policy of Randstad. The disciplinary action may include immediate termination of employment, appropriate legal action or severing of business relationship at Randstad's sole discretion. Randstad will recover any loss suffered by it due to violation of the provisions of this code by any delinquent in legal manner. All Employees are encouraged to report any suspected violation promptly.

(The Employee)
 By

 Name
Tanneru Yaswantha Seena
 Title
Back check calling Associate--A
 Witness

(Randstad India Ltd.)
 By

 Name
Balakrishnan S
 Title
Head - HRSSC
 Witness


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

Non-Disclosure Agreement

This Non-Disclosure Agreement is made and entered on this 01-11-2021 day of 2021 at Hyderabad by Mr/Ms Tanneru Yaswantha Seena Son/Daughter of T Venkatrao aged about 21 years and residing at 29-1441/7 Kakatiya nagar malkajiri, Hyderabad, 500056 hereinafter referred to as employee.

To

Randstad India Ltd. a company incorporated under the Companies Act, 1956 and having its registered office at Old No.5&5A, No.9, Pycrofts Garden Road, Nungambakkam, Chennai - 600 006, Ph: 044-6622 7000

WHERE AS

Randstad India Ltd. is a subsidiary of Randstad Holding NV, Netherlands and includes its other subsidiaries like Randstad Executive Search Ltd, Minvesta Infotech Ltd in India and such other Foreign Subsidiaries across the globe. This NDA is intended to maintain the confidentiality of all such confidential information available to all the EMPLOYEES of the Group. Essentially this NDA applies to whichever Group of Company, the EMPLOYEE is employed with, irrespective of his/her employment in maintaining the confidentiality of the available confidential information.

In the above context, the Group Company which has employed the Employee shall hereinafter be construed as "Company", which expression shall include the group companies within the context and meaning of this NDA agreement to maintain the confidentiality by the Employee. This expression shall hold good for the purpose of this NDA only and not in any other context of interpretation.

WHERE AS

1. The Company has offered and the Employee has agreed to take up employment with the Company under the terms and conditions set out in the letter of Appointment the ("Employment Agreement").
2. In accordance with the terms of the Employment Letter, the Employee hereby executes this Non-Disclosure Agreement with regard to the confidential information and the competition obligations of the Employee.

NOW THE PARTIES AGREE AS FOLLOWS

For the purpose of this Agreement, the term "Confidential Information" shall mean and include any and all tangible expression of information including all written or oral disclosures made by the Company to the Employee, provided to the Employee by the Company or parent, subsidiary, group company or customer of the Company or otherwise received by the Employee in the course of his/her employment with the Company or any intellectual property belonging to the Company, and shall specifically include, without limitation, pricing, methods, processes, financial data, technical data, lists, products, trade secrets, know-how, photographs, plans, notes, renderings, journals, notebooks, computer programs, computer readable video, audio or sound files, and samples relating thereto as well as any confidential or proprietary information owned by any other person or entity and furnished by such person or entity pursuant to an undertaking to maintain the same in confidence.

The Employee agrees that he/she shall, at all times, during the term of his/her employment with the Company hold the Confidential Information in trust for the Company and shall not in any manner use, transfer, publish, disclose, or report the Confidential Information directly or indirectly, except to other Employees of the Company or to authorised third parties as may be necessary in the ordinary course of the duties of the Employee for the Company or otherwise as directed by the Company.

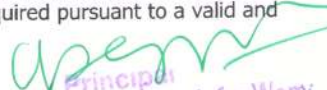
The Employee represents that his/her performance of the terms of this Agreement and his employment with the Company does not and will not breach any agreement to keep in confidence information previously acquired by him/her in confidence from any third-party. The Employee represents that he has not entered into, and agrees not to enter into, any agreement in conflict with this Agreement or which in any way prohibits his performance of or restricts his ability to perform his obligations under this Agreement. The Employee has not brought, and agrees he/she will not bring, with him/her to the Company for use in his/her employment with the Company any materials or documents of a former employer or any other person or entity for whom he/she has provided services (paid or unpaid) that are not generally available to the public unless he/she has obtained express written authorisation from the former employer or other person or entity for whom he/she has provided such services for their possession and use.

The Employee agrees that if his/her employment is terminated at any time during or at the end of the probationary period as provided in the Employment Letter, the provisions of this Agreement shall continue to remain binding on the Employee.

The Employee agrees that he/she shall not for a period of three years from the date of termination of the Employment Letter, directly or indirectly, disclose, transfer, or use any Confidential Information, except with the prior written consent of the Company or except, in accordance with the provisions of Clause 6 hereunder, when so required pursuant to a valid and subsisting order of a court or other judicial, quasi-judicial or government body.

Registered Office :

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


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Educlabad, Ghatkesar (Mdl),
Medakal Dist-501 301

If the Employee is required, either during his/her employment or at any time within the three-year period specified in Clause 5 above, to disclose Confidential Information pursuant to a valid and subsisting order of a court or other judicial, quasi judicial or government body, the Employee shall, forthwith, upon receiving notice of the requirement of such disclosure, give adequate notice to the Company thereof so as to allow the Company a reasonable opportunity to limit such disclosure. In any event the Employee, in making such disclosure shall only disclose such information as maybe absolutely necessary and only to the extent expressly required by the court or other judicial, quasi judicial or government body.

The absence of any marking or statement that a particular item of information is Confidential Information shall not affect its status as Confidential Information. The Employee shall bear the burden of proving that, that information is not Confidential Information.

All notes, proposals, documents, data, floppy disc(s), zip drives, tapes, reference items, sketches, drawings, memoranda, records, and other materials and media in any way containing any Confidential Information or related to the Confidential Information or otherwise to the Company's business shall belong exclusively to the Company. The Employee shall make copies of such material only if absolutely necessary in the course of the Employee's employment with the Company or otherwise for the benefit of the Company. The Employee hereby undertakes to return to the Company all copies of such materials in the Employee's possession or under the Employee's control at the request of the Company or, in the absence of such a request, upon the expiry of the terms of this Agreement.

The Employee represents and warrants that the performance by him/her of all of the terms of this Agreement and any services to be rendered by him/her as an Employee of the Company do not and will not breach any fiduciary or other duty, covenant, or agreement relating to any proprietary information, knowledge of data acquired by the Employee in confidence, trust, or otherwise, prior to the Employee's employment by the Company to which the Employee is a party or by the terms of which the Employee may be bound. The Employee covenants that he/she shall not, during his/her employment with the Company do any act or deed which conflicts with the provisions of any prior contract or agreement. The Employee further


covenants and agrees not to enter into any agreement or understanding, either written or oral, in conflict with the provisions of this Agreement. The Employee shall promptly disclose to the Company and assign in favour of the Company in such form and manner as the Company may reasonably require all

1. inventions (whether patentable or not, and whether or not patent protection has been applied for or granted), improvements, developments, discoveries, proprietary information, trade marks, trade names, logos, art work, slogans, know-how, processes, source code, application development, designs (whether or not registrable and whether or not design rights subsist in them), utility models, works in which copyright may subsist (including computer software and preparatory and design materials therefore), and all other intellectual property throughout the world, in and for all languages, including but not limited to computer and human languages whether now existing or subsequently developed by the Employee ("Employee Developments") and
2. such information and data pertaining to the business, operations, personnel, activities, financial affairs, and other information relating to the Company and its customers, suppliers, Employees and other persons having business dealings with the Company as maybe reasonably required for the Company to operate its business ("Proprietary Information"). It is understood that the Employee Developments and the Proprietary Information is proprietary in nature and shall be for the exclusive use and benefit of the Company, shall be and remain the property of the Company both during the term of employment with the Company and thereafter and shall be held in trust by the Employee for the sole right and benefit of the Company. If so requested by the Company, the Employee shall execute and deliver to the Company any instrument as the Company may reasonably request to effectuate the assignment of any such Employee Developments or Proprietary Information to the Company or to otherwise evidence, establish, maintain or protect the Company's right, title and interest thereto. Without limiting the generality of the foregoing, the Employee hereby releases and waives and assigns to the Company any and all claims and rights which he/she has against the Company in respect of the Employee Developments, including without limitations, technology, know-how, licences or other proprietary rights or processes of the Company.

The Employee agrees to communicate to the Company as promptly as practicable all Employee Developments he/she conceives or develops (either alone or jointly with others) at any time during his/her employment with the Company and for a period of [one year] thereafter for the purpose of determining the Company's rights in such Employee Developments. During the term of his/her employment and thereafter, the Employee will assist the Company and/or its nominees or assigns (without charge but at no expense to Employee) in every lawful way to obtain, maintain and enforce any and all intellectual property rights and protections relating to all Employee Developments, including by executing relevant documents. Employee hereby irrevocably designates and appoints the Company and its duly authorised officers and agents as his/her agent and attorney in fact to execute and file any and all applications and other necessary documents and to do all other lawfully permitted acts to further the prosecution, issuance or enforcement of patents, copyrights, trade secrets and similar protections related to such Employee Developments with the same legal force and effect as if the Employee had executed them himself/herself.

Registered Office :

Randstad India Private Ltd
 Randstad House,
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 Nungambakkam, Chennai 600 006.
 P +91 (0) 44 66227000 F +91 (0) 44 66227474
 www.randstad.in



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 Edulabad, Ghatkesar (Mdl),
 Medchal Dist-501 301

The Employee agrees that he/she shall devote his/her full attention to the activities of the Company and shall not, either during the term of the Employment Letter or for a period of six months thereafter, take up employment with any company that is engaging in or himself/ herself enter into any business that is identical or similar to, the business carried on by the Company. The Employee further agrees that at any time during the subsistence of the Employment Letter or for a period of six months subsequent thereto the Employee shall not offer employment or consultancy or otherwise solicit the Employees of the Company to work with the Employee or any employer of the Employee.

The breach alleged or otherwise, by the Company of any obligation arising or in any manner owed by the Company to the Employee shall not affect the validity or enforceability of the Employee's covenants/obligations set forth in this Agreement.

The Employee understands that the Company shall suffer irreparable harm and injury in the event the Employee breaches any of its covenants/obligations under this Agreement and that money damages shall be inadequate to compensate the Company for such breach. Accordingly, in the event of any breach or threatened breach by the Employee of any of the provisions of this Agreement, the Company, shall in addition to and not in limitation of any other rights, remedies or damages available to the Company at law or in equity, be entitled to a temporary restraining order, preliminary injunction and permanent injunction in order to prevent or to restrain any such breach by the Employee, or by and/or all persons directly or indirectly acting for, on behalf of, or with, the Employee.


Notwithstanding anything contained in this Agreement, the obligations of the Employee and the rights of the Company arising hereunder shall be deemed to have commenced upon the date of the execution of the Employment Letter regardless of the actual date of execution of this Agreement and shall continue to remain in full force and effect and continue to be binding upon the parties until the expiry of three years from the date of termination of the Employment Letter unless the parties mutually agree to extend such confidentiality period

If any term or provision of this Agreement shall be hereafter declared by a final adjudication of any tribunal or court of competent jurisdiction to be illegal, such adjudication shall not alter the validity or enforceability of any other term or provision unless the terms and provisions so declared are expressly defined as a conditions precedent or as of the essence of this Agreement, or comprising an integral part of, or inseparable from the remainder of this Agreement.

IN WITNESS WHEREOF these presents have been executed by the parties hereto on the day and year first herein above written.

(The Employee)
By
.....
Name
Tanneru Yaswantha Seena
Title
Back check calling Associate--A
Witness

(Randstad India Ltd.)
By
.....
Name
Balakrishnan S
Title
Head - HRSSC
Witness

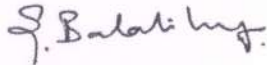


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Edulabad, Ghatkesar (Md),
Medchal Dist-501 301

As a token of your acceptance of the above terms and conditions, you are requested to sign the duplicate copy of this letter and return to us. In the event of not receiving a signed copy of this letter from you, this letter will be deemed to have been accepted by you upon the receipt of the following month's salary

Wishing you the very best!
Yours truly,

For Randstad India Pvt Ltd.



Authorized Signatory
Balakrishnan S
Head - HRSSC

Acceptance:

I acknowledge that while I am working for Randstad India Private Limited and deputed to Client name, I would be handed over with a biometric device to carry out my official responsibility and that I will take proper care of the equipment that I am entrusted with. I further understand that considering the cost of the equipment entrusted to me, a refundable security deposit amounting to INR 1200 shall be charged. I further understand that upon my separation from the Company, I will return the entrusted equipment in proper working order and upon return, the deposit amount shall be paid as part of my full and final settlement process. I understand I may be held financially responsible for lost or damaged property in case of failure to return and that the security deposit shall be forfeited.

I Tanneru Yaswantha Seena have read and hereby accept the above mentioned terms and conditions

Signature : 2265665

Date : 29-10-2021 10:10:31



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

Registered Office :

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

Ref No: 20192346
22-Feb-2022



Madda Aparna

Dear Madda,

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

Your annual total compensation will be **INR 220,001**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 months** of your experience as relevant in this offer, which will be kept up-to-date in our records.

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

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

Please note:

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

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

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

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

Shibu Balakrishnan
Sr. Director-Talent Acquisition

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

Signature: *M. Aparna*

Date: *23/02/2022*

M. Aparna
Principal
Mecha Inst. of Engg. & Tech for Wor
Edulabad, Ghatkesar (Md).
Medchal Dist-501 301

Compensation and Benefits

Name: Madda Aparna

Designation: Process Executive - Data

Sl. No.	Description	Monthly	Yearly
1	Basic	6500	78,000
2	HRA*	2600	31,200
3	Company's contribution of PF #	1471.428571	17,657
4	Advance Statutory Bonus***	2000	24,000
5	Special Allowance*	5294	63,528
6	Company's Contribution of ESI @ 3.25% of Monthly Gross minus statutory exclusions	468	5,616
Annual Gross Compensation			220,001
Annual Total Compensation			220,001
Company's contribution towards benefits (Medical, Accident and Life Insurance)			19,500
Annual Total Remuneration			239,501

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

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

Leave and vacation:

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

Category of Leave

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

- From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit (Amendment) Act
- In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the India Leave Policy.

Provident Fund Wages:

For the purpose of computing contributions to the Provident Fund, Pension Fund and EDLI

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Medchal Dist-501 301

Scheme, "Monthly Gross Salary" as stated in "Compensation and Benefits" of this letter, excluding "Advance Statutory Bonus" and "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.

Employee State Insurance (ESI):

Eligible Wages Eligibility for ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF and ESI contribution from the monthly Gross Compensation (AGC/12) as stated in Compensation and Benefits of this letter.

Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an associate in a particular month, including any recurring (or) ad hoc special payouts during the month.

ESI contribution shall continue until the end of the contribution period (April – September and October – March), if the associate contributes for at least one month in the contribution period.

* Flexible Benefit Plan:

Your compensation has been structured to ensure that you can apportion components of your salary to suit your individual preferences. This plan will enable you to

1. Choose from an array 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 the Payment of Bonus Act

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. The Annual Gross Compensation will remain the same
- Cognizant has made this offer in good faith after expending significant time and resources during the hiring process. We hope you will join us, but recognize 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 decide not to join us after signing the offer letter, Cognizant reserves the right not to consider you for future career opportunities with the company. We look forward to welcoming you to Cognizant

Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of 22-Feb-2022 between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the Companies Act, 1956 with its registered office at 5/535, Okkiam Thoraipakkam, Old Mahabalipuram Road, Chennai - 600096, Tamil Nadu, India; (hereinafter referred to as "Company" or "Cognizant," which shall, unless counter to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

AND

Madda Aparna, 21 (Age), residing at H-No-1-1/2 Kharipur (vill) Kailfonda (Mon) (hereinafter referred to as "you," "your" or "yourself," which shall, unless counter to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the OTHER PART;

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meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

The Company and you are, wherever the context so requires, hereinafter collectively referred to as the "Parties" and individually as "Party."

RECITAL:

WHEREAS, you desire to be employed by the Company and the Company has made an employment offer ("Employment Offer Letter") to you and in pursuance thereof desires to employ you on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Parties hereto mutually agree to the below mentioned terms and conditions governing your employment with Cognizant:

1. Duties and Responsibilities

a) You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honor and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.

b) Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.

c) You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

2. Place of Employment

You will be employed at any one of Cognizant's offices as per business requirements. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.

3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without prior written permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or averse to the best interests of the Company, as determined by the Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's systems or offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

4. Confidentiality

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The Inst. of Engg. & Tech for Women
Edulabai Chatterjee (Mdl),
Medchal Dist-501 301

- a) During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties (with which the Company has any dealings), which are private, business sensitive, confidential and/or proprietary (together, "Confidential Information"). You are obliged to keep this Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.
- b) Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such a breach. The obligations imposed upon you under this clause 4 will survive even after cessation of your employment with the Company.
- c) You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.
- d) You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.
- e) You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, suppliers or any third parties.
- f) You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.
- g) The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

5. Data Protection

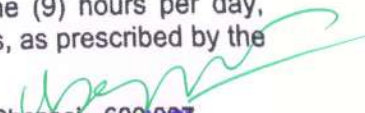
By signing below,

- a) you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,
- b) you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,
- c) you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,
- d) you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and
- e) you acknowledge and agree that the Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

6. Work Schedule

- a) The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the

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Mandla Dist-501 301

applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be communicated to you.

b) The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in accordance with any applicable laws currently in place. Any changes to be made to the above work timing or days shall be made by the Company at its sole discretion and notified to you in advance.

c) The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. Shift timing may change from time to time as per any Company policy, and will be communicated to you in advance.

d) Your working hours shall be monitored by the Company through appropriate systems and processes, as updated from time to time. You are expected to comply with these processes and policies at all times.

7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference checks in line with Company policy. An independent agency may conduct internal and external background checks, for which you provide your consent. The Company's offer of employment and/or continued employment is subject to a satisfactory background verification report.

The Company shall be entitled to withdraw its employment offer if the background verification checks reveal unfavorable results at any time. Similarly, if your background verification report is found to be unfavorable or unsuccessful after you join the Company, the Company reserves the right to terminate your employment.

8. Compliance with Company Policies

As a condition of employment with the Company and as part of your joining formalities, you are required to comply or execute the following Company agreement and attest your understanding and adherence to following Company policies:

- i. IP Assignment Agreement
- ii. Code of Business Ethics
- iii. Acceptable Use Policy and Social Media Policy
- iv. Dress Code Policy

Additionally, you will be governed by other applicable Company rules, processes, procedures and policies as may be drafted, enforced, amended and/or altered from time to time and that are not specifically mentioned in this Agreement. The applicable rules/processes/procedures/policies are available on the Company's intranet and you are expected to go through them carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines or processes, please reach out to your HR talent manager. It is your responsibility stay informed of any and all changes made by the Company to such policies from time to time. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures or policies of the Company, the Company reserves the right to take disciplinary action against you, including termination your employment without notice period.

9. Non-Compete and Non-Solicit Restrictions

During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual or your own account

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or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (a) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of termination of your employment.

10. Representations and Warranties

By signing below,

- a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;
- b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity (ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;
- c. you represent and warrant that you shall not bring into Company premises or systems (or use in any manner) any third-party documents (regardless of media) or materials (including but not limited to proprietary information or trade secrets), or any such documents or materials of your previous employer, without written permissions/approvals from such previous employer or third parties; and
- d. you represent that unless authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company.

11. Indemnity

You agree to indemnify and hold harmless the Company and its affiliates from and against any and all direct or indirect losses or damages, injury or liability for a claim of damage, loss or injury to person or property, suffered or sustained by Company and its affiliates which is attributable to you, resulting from any of your act or omission irrespective of whether it constitutes a breach of the terms of your employment or negligent performance of your duties as expected from you while in employment of the Company.

12. Business Engagement, Learning and Development and Project Deployment

In order to ensure that you are fully equipped to adapt to client needs, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/training and up-skilling opportunities. As a condition of your employment with the Company, you are responsible for upskilling yourself to make yourself eligible for appropriate business/client projects, thereby promoting the spirit of meritocracy and career development with the goal of providing world-class services to our clients. Therefore, you shall adhere to and meet the obligations under all such policies and processes, including the Associate Deployment Pool Policy and those that may be changed by the Company from time to time.

13. Unauthorized Absence

If you are absent from work for a continuous period of three (3) days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be

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construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.

14. Retirement

You will automatically retire from employment with the Company on the last day of the month in which you attain the age of fifty-eight (58) years. It is hereby clarified that the Company reserves its right to change the retirement age at its sole discretion.

15. Termination of Employment

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period.

You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from employment with the Company, the Company may at its sole discretion allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

b. Notwithstanding the aforesaid or anything else to the contrary, the Company may, at its sole discretion, suspend, lay off, dismiss, discharge and/or terminate your employment with immediate effect by a notice in writing (without any notice period or salary in lieu of any notice period) in the event of your:

- Misconduct, as provided in Misconduct and Disciplinary Action Policy
- Non-adherence to Associate Deployment Pool Policy
- Violation of Social Media Policy or Conflict of Interest Policy
- Breach of integrity, embezzlement, misappropriation, misuse or causing damage to the Company's assets/property or reputation
- Insubordination or failure to comply with the directions given to you by persons so authorized
- Insolvency or conviction for any offence involving moral turpitude
- Breach of any terms or conditions of the Agreement and/or Company's policies or other documents or directions of the Company
- Violation of non-disparagement obligations
- Conduct regarded by the Company as prejudicial to its own interests or to the interests of its client

16. Deputation, Assignment and Transfer

The Company may second, depute or assign you to work with any of its affiliates or transfer your services to any group company worldwide. On any such secondment, deputation, assignment or transfer of your employment, the Company and/or affiliate may require you to sign the applicable Overseas Deputation/International Employment Agreement(s) of the specific country, based on the policies of the Company.

17. Survival

Clauses 4, 5, 9 and 11 and any other clauses, which by their nature are expected to survive, shall all survive the termination of your employment (for any reason) and shall continue to apply to you even after cessation of your employment with the Company.

18. Dispute Resolution and Governing law

The Parties shall make our best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with

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respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. This Agreement and your employment with the Company shall be governed and interpreted in accordance to the laws of India and the courts in Chennai only shall have exclusive jurisdiction over any Dispute. Notwithstanding the aforesaid, the Company shall be entitled, in addition to all other remedies, to any interim relief including but not limited to an injunction, whether interlocutory or preliminary, restraining any breach of the provisions of this Agreement.

19. General

This Agreement and your employment is personal to you and you cannot assign, subcontract or transfer your rights or obligations hereunder to any other person or entity. No delay or failure by the Company to exercise any of its powers, rights or remedies under this Agreement or otherwise will operate as a waiver of such powers, rights or remedies. If any provision of this Agreement is held by any competent authority to be invalid or unenforceable, the validity of the other remaining provisions of the Agreement shall not be affected. You shall not make any announcement concerning the Company, its affiliates and their employees, contractors or clients without the Company's prior written consent, and you shall not use or disclose the name, trademark, domain name, service mark, logo or any other intellectual property of the Company and its affiliates and their employees, contractors or clients.

This Agreement, together with the agreements and policies of the Company, Employment Offer Letter (and any attachments thereto, are the exclusive and entire agreement between the Parties relating to its subject matter, and supersedes all prior and contemporaneous discussions, agreements, negotiations, representations, and proposals relating to the subject matter hereof. You shall be required to treat the terms of this Agreement as strictly confidential. The Company reserves the sole right to change any terms or conditions provided in this Agreement based on applicable laws or business exigencies.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first above written.

Cognizant Technology Solutions India Private Limited**Madda Aparna**

Shibu Balakrishnan
Sr. Director-Talent Acquisition

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

Signature: M. Aparna

Date: 23/02/2022



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Offer: Computer Consultancy
Ref: TCSL/DT20229564272/Mumbai
Date: 01/02/2022

Ms. Kavya Jangam
3-3-23/3 ,Old Mallapur,
Mallapur,
Hyderabad-500076,
Telangana.
Tel# -

Dear Kavya Jangam,

Sub: Letter of Offer

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

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

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

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

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

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COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹14,784/- per month.

BOUQUET OF BENEFITS (BoB)

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

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹5,914/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

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PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,700/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance

Your variable allowance will be ₹600/- per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

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

Performance Pay will be effective upon successful completion of the TCS Xplore / Xperience Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

- i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

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ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

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

i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

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

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

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

Professional Memberships

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

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RETIRALS

Provident Fund

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

Gratuity

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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are recommended to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance.

3. Training Period

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

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months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior

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written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Work in SBWS mode

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

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

12. Overseas International Assignment Agreement

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

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serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

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

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

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

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

16. Retirement

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

17. Pre-employment Medical Certificate

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

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18. Employment of Non Indian Citizens

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

19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

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

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

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

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

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*There is no criminal offence registered/pending against you

*There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

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

*PAN Card (Permanent Account Number)

*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)

*Passport

*NSR E-Card

21. TCS Xperience Program

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

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

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

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

23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

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24. Compliance to all clauses

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

25. Data Privacy Clause:

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


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

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

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

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

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


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GROSS SALARY SHEET

Annexure 1

Name	Kavya Jangam
Designation	Assistant System Engineer-Trainee
Institute Name	Megha Institute Of Engineering And Technology For Women

Table 1: Compensation Details (All Components in INR)

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

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

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

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

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

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

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

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Annexure 2

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

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Confidentiality and IP Terms and Conditions

1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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

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2. Associate's Obligations

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

3. Intellectual Property Rights

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


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4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines.

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

7. Working in SBWS Framework:

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

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

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

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

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



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

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

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

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

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

8. **Restriction on Associate's Rights**

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

9. **No License**

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

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10. Equitable Rights

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

11. General

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

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

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

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


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

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

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Offer: Computer Consultancy
Ref: TCSL/DT20219268031/Lucknow
Date: 14/01/2022

Ms. Seema Laxmipuram
4-154/2,
Mothukupally,
Vikarabd-501106,
Telangana.
Tel# -6281785764

Dear Seema Laxmipuram,

Sub: Letter of Offer

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

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

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

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

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

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

1/1, Vibhuti Khand, Gomti Nagar, Lucknow 226 010 India

Tel: 91 522 666 1001 Fax: 91 522 666 1001 Website: www.tcs.com

Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai

TCS Careers Serviceline: 1800 209 3113 Email: careers@tcs.com

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Eduabad, Ghatkesar (Md),
Medchal Dist-501 301



GROSS SALARY SHEET

Annexure 1

Name	Seema Laxmipuram
Designation	Assistant System Engineer-Trainee
Institute Name	Megha Institute Of Engineering And Technology For Women

Table 1: Compensation Details (All Components in INR)

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

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

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

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

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

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

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

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Edulabad, Ghatkesar (M.S.)
Medchal Dist-501 301



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹14,784/- per month.

BOUQUET OF BENEFITS (BoB)

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

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹5,914/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

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Tata Consultancy Services Limited

1/1, Vibhuti Khand, Gomti Nagar, Lucknow, 226 010 India
Tel: 91 522 666 1001 Fax: 91 522 666 1001 Website: www.tcs.com
Registered Office: Nirmaal Building, 9th Floor, Nanamuri Point, Madurai
TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com

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Megha Inst. of Engg. & Tech for Women
Ghatkesar Road, Ghatepur, Ghatepur, Ghatepur
Meerut, Dist-501 301



PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,700/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance

Your variable allowance will be ₹600/- per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

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

Performance Pay will be effective upon successful completion of the TCS Xplore / Xperience Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

- i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai

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Eratyabad, Ghatkesar (Midi),
Medchal Dist-501 304



ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

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

i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

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

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

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

Professional Memberships

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

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Mandla Dist-507 307



Annexure 2

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

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Edulabad, Ghazkesar (Muz),
Medchal Dist-501 301



Confidentiality and IP Terms and Conditions

1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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

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Mercha Dist-501 301



2. Associate's Obligations

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

3. Intellectual Property Rights

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

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4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines.

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

7. Working in SBWS Framework:

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

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

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

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

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Medchal Dist-501 301



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

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

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

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

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

8. Restriction on Associate's Rights

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

9. No License

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

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Established by Shri. G. S. Shastri (M.D.),
Mumbai - 400 004



10. Equitable Rights

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

11. General

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

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

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

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

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

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

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Ms. Jha (M.D. of Edu & Tech for M)
in deltabad, Ghathkesar (Muz)
at delhal Dist-501 301



RETIRALS

Provident Fund

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

Gratuity

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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/ revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are recommended to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance.

3. Training Period

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

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Ghatkesar (nadi),
Tal. Dabhad, Dist. Dahod



months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior

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written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Work in SBWS mode

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

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

12. Overseas International Assignment Agreement

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

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serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

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

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

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

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

16. Retirement

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

17. Pre-employment Medical Certificate

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

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18. Employment of Non Indian Citizens

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

19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

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

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

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

1/1, Vibhuti Khand, Gomti Nagar, Lucknow, 226 010, India

Tel: 91 522 666 1001 Fax: 91 522 666 1001 Website: www.tcs.com

Registered Office: Niramal Building, 9th Floor, Nanaman Road, Chennai

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

L. Seema
Principal
Tata Inst. of Engg. & Tech for Women
Eduulabad, Ghatkesar (Mdl),
Medchal Dist-501 301



- *There is no criminal offence registered/pending against you
- *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

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

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

21. TCS Xperience Program

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

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

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

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

23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

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Inst. of Engg. & Tech for Women
Ghaziabad, Ghazkesar (MGT)
Mechanical Dept-501 302



24. Compliance to all clauses

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

25. Data Privacy Clause:

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

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

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

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

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

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

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



Withdrawal of Offer

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

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Principar
Mecha Inst. of Engrg. & Tech for Women
Edulabad, Ghatkesar (Maj),
Medchal Dist-501 301



Offer: Computer Consultancy

Ref: TCSL/DT20229711698/Lucknow

Date: 03/02/2022

Ms. Gayatri Sabhani
Hno 2-10 Dammaiguda Weaker Section,
Dammaiguda Water Tank,
Hyderabad-500083,
Telangana.
Tel# -

Dear Gayatri Sabhani,

Sub: Letter of Offer

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

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

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

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

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

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Jagha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Mdl), 1
Medchal Dist-501 301

March 31, 2022

HRD/3T/1002683526/21-22

Ms. Sukanya Daripelli
No.5-6-488/5,
Maruthi Nagar
Karimnagar-505001
India

Ph: +91-6281008844

Dear Sukanya,

Welcome to Infosys!

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

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

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

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified

Digitally signed by Richard Lobo
Date: 2022.03.31 09:51:46 IST
Reason: Digitally Signed
Location: Bangalore

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

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

- Your records and information will be kept secure and handled strictly in accordance with the Company's Data Classification Guidelines and Data Privacy Policy.
- The working hours, leave and holidays applicable to you will be as per the policies of the Company (and particular training) which would be intimated to you from time to time.
- You acknowledge that in the event of any misconduct or violation of the applicable policies, the Company can in its sole discretion, suspend the Apprentices Contract and your enrolment for the period the matter is referred to the authorities under the Act and the Rules.
- You shall not represent the Company before any other party and shall not bind the Company in any manner during your enrolment with the Company as apprentice. Pursuant to expiration or earlier termination of the Apprentices Contract, you agree not to represent yourself as having any connection with the Company, save as a former apprentice for the purpose of communicating with prospective employers or complying with any applicable statutory requirements.
- Upon expiration or earlier termination of the Apprentices Contract, for any reason whatsoever, or if so requested by the Company earlier, you will immediately return any and all property of the Company (including Confidential Information, as defined herein) which may be in your possession, custody or control.

For Genpact India Private Limited



Akhilesh KVD
Senior Vice President – Human Resources

Accepted and Agreed



E. Jyothi (Jyothi, 2022-11-04 08:14:53)
07 January 2022

Jyothi Erra



RETIRALS

Provident Fund

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

Gratuity

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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are recommended to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance.

3. Training Period

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

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

Principal
Megha Inst. Of Engg. & Tech. for Women
Ghatkesar (N), Medchal Dist. T.S. 501301



months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior

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6



written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Work in SBWS mode

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

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

12. Overseas International Assignment Agreement

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

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



serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

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

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

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

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

16. Retirement

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

17. Pre-employment Medical Certificate

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

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[Signature]
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18. Employment of Non Indian Citizens

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

19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

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

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

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
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- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
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- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :

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- *There is no criminal offence registered/pending against you
- *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

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

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

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

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

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

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

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Withdrawal of Offer

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

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

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

TCS Confidential
TCSL/DT20219349469

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com



Withdrawal of Offer

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

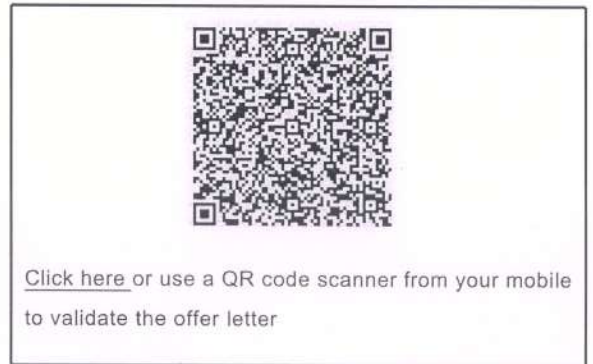
Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

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

TCS Confidential
TCSL/DT20229564272

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

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

Mon, Nov 1, 2021, 2:45 PM



Sankalp Ch <sankalp.ch@spherestaffit.com>
to me, Sandeep, Prasanth

Hi Pradyumna,

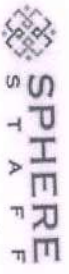
It was a pleasure interacting with your students, and we cordially invite the students listed below to join us beginning November 8th. Please assist us in obtaining the email addresses and other information needed for the following students to receive offer letters.

Pavithra
Ali
Shirisha
Anusha
Aziz
Sudhisha
Poojitha
Supriya

Regards

Sankalp CH

Vice President - Sales Operations



T: +1 (617) 446 5349

E: sankalp.ch@spherestaffit.com

Principal

Megha Inst. Of Engg. & Tech for Women

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

Nov 2, 2021, 3:03 PM



Sankalp Ch <sankalp.ch@spherestaffit.com>
to Sandeep, me, HR

Dear ,

We were all very excited to meet and get to know you over the past few days. We have been impressed with your background and would like to formally offer you the position of Trainee Recruiter. You will be reporting to the head of the Recruitment department. We will be offering you an annual gross salary of 1.8L Annuum. You will also have benefits as per company internal policy.

Your expected starting date is Nov 8th 2021. You will be asked to submit Aadhar, PAN & Education documents (Xerox Documents) at the beginning of your employment.

We would like to have your response by 5th of November. In the meantime, please feel free to contact me or @Sandeep_I via email, should you have any questions.

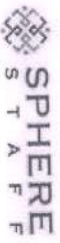
We are all looking forward to having you on our team.

Best regards,

Regards

Sankalp CH

Vice President - Sales Operations



T: +1 (617) 446 5349
E: sankalp.ch@spherestaffit.com
W: www.spherestaffit.com

112 Capitol Trail, Suite A | Newark, DE 19711

Please contact us at helpdesk@spherestaffit.com while I am away.

Principal
Megha Inst. Of Engg. & Tech for Women
Edulabady) Ghalkesar (W), Medchal Dist T.S-501301

to Sandeep.me, HR *

Dear ,

We were all very excited to meet and get to know you over the past few days. We have been Impressed with your background and would like to formally offer you the position of Trainee Recruiter. You will be reporting to the head department. We will be offering you an annual gross salary of 1.8L/ Annum. You will also have benefits as per company internal policy.

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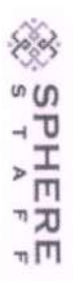
We are all looking forward to having you on our team.

Best regards,

Regards

Sankalp CH

Vice President - Sales Operations



T: +1 (617) 446 5349

E: sankalp.ch@spherestaffit.com

com

W: www.spherestaffit.com

112 Capitol Trail, Suite A | Newark, DE 19711

Please contact us at helpdesk@spherestaffit.com while I am away.


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

to me, Sandeep, Prasarth

Hi Pradyumna,

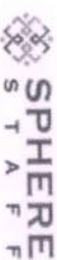
It was a pleasure interacting with your students, and we cordially invite the students listed below to join us beginning November 8th. Please assist us in obtaining the email addresses and other information needed for the following students to receive offer letters:

Pavithra
Alli
Shritha
Anusha
Aziz
Sudhisha
Poojitha
Supritha

Regards

Sankalp CH

Vice President - Sales Operations



T: +1 (617) 446 5349

E: sankalp.ch@spherestaffit

Sankalp
Vice President
Assoc. Inst. of Engg. & Tech for Women
Eduinabad, Chatterjee (Mali),
Medchal Dist-501 301

to Sandeep, me, HR *

Dear ,

We were all very excited to meet and get to know you over the past few days. We have been impressed with your background and would like to formally offer you the position of Trainee Recruiter. You will be reporting to the head department. We will be offering you an annual gross salary of 1.8L/ Annum. You will also have benefits as per company internal policy.

Your expected starting date is Nov 8th 2021. You will be asked to submit Aadhar, PAN & Education documents (Xerox Documents) at the beginning of your employment.

We would like to have your response by 5th of November. In the meantime, please feel free to contact me or @Sandeep_I via email, should you have any questions.

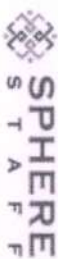
We are all looking forward to having you on our team.

Best regards,

Regards

Sankalp CH

Vice President - Sales Operations



T: +1 (617) 446 5349


E: sankalp.ch@spherestaffit.com

com

W: www.spherestaffit.com

112 Capitol Trail, Suite A | Newark, DE 19711

Please contact us at helpdesk@spherestaffit.com while I am away.


Principal
Women's Inst. of Engg. & Tech for Women
Eduabadi, Chatkesar (Madh)
Medchal Dist-501 391

to me, Sandeep, Prasarth v
Hi Pradyumna,

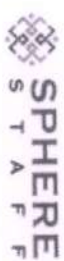
It was a pleasure interacting with your students, and we cordially invite the students listed below to join us beginning November 8th. Please assist us in obtaining the email addresses and other information needed for the following students to receive offer letters

Pavithra
All
Shrisha
Anusha
Aziz
Sudhisha
Poojitha
Supritha

Regards


Sankalp CH

Vice President - Sales Operations



T: +1 (517) 446 5349

E: sankalp.ch@spherestaffllc.com


Principal
Megha Instl. of Engg. & Tech for Women
Edulebad, Chatkesar (Mdli),
Medchal Dist-501 301



19th March, 2021

CA0321HR990

Offer Letter

Ms. ABBADIWAR TEJA SRI

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 : 20th April, 2021
- Background Checks : Your appointment is subject to background check clearance 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. **2,60,000/-** (Two lakh Sixty thousand 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 this 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.


For CYBERAEGIS

I hereby Accept the above offer


Vikram Reddy
(HR Manager)



ABBADIWAR TEJA SRI


Principal
Megha Inst. of Engg. & Tech. for Women
Ghatkoppa, Ghatkoppa (M),
Megha Inst. of Engg. & Tech. WIS-501,301.
Ghatkoppa (M)

19th March, 2021

CA0321HR991

Offer Letter

Ms. AKUBATHINI SHALINI

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 : 20th April, 2021
- Background Checks : Your appointment is subject to background check clearance 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.
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For CYBERAEGIS

I hereby Accept the above offer


Vikram Reddy
(HR Manager)




AKUBATHINI SHALINI

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

19th March, 2021

CA0321HR992

Offer Letter


Ms. ALLURI AHALYA

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 : 20th April, 2021
- Background Checks : Your appointment is subject to background check clearance 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.
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For CYBERAEGIS


Vikram Reddy
(HR Manager)



I hereby Accept the above offer

ALLURI AHALYA


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

19th March, 2021

CA0321HR993

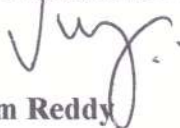
Offer Letter

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 : 20th April, 2021
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For **CYBERAEGIS**




Vikram Reddy

(HR Manager)



I hereby Accept the above offer

B SAAHITHI



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

19th March, 2021

CA0321HR994

Offer Letter

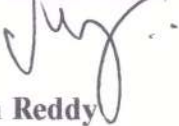
Ms. B TEJASWANI

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 : 20th April, 2021
- Background Checks : Your appointment is subject to background check clearance in all aspects, any Discrepancies in the background check will lead to withdrawal of the offer letter.
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For CYBERAEGIS



Vikram Reddy

(HR Manager)



I hereby Accept the above offer

B TEJASWANI



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

20th March, 2021

CA0321HR995

Offer Letter


Ms. AKKATI THAPASVI

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 : 20th April, 2021
- Background Checks : Your appointment is subject to background check clearance 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.
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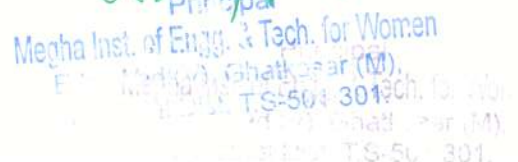
For CYBERAEGIS


Vikram Reddy
(HR Manager)



I hereby Accept the above offer


AKKATI THAPASVI


Principal
Megha Inst. of Engg. & Tech. for Women
E. Madhav, Chhatrapati (M),
Hyderabad T.S-504 301
Tech. Dept.
Hyderabad - 504 301 (M)
Hyderabad T.S-504 301

20th March, 2021

CA0321HR996

Offer Letter

Ms. ARUTLA MADHUNIKA

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 : 20th April, 2021
- Background Checks : Your appointment is subject to background check clearance in all aspects, any Discrepancies in the background check will lead to withdrawal of the offer letter.
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For **CYBERAEGIS**


Vikram Reddy
(HR Manager)



I hereby Accept the above offer

ARUTLA MADHUNIKA


Principal
Megha Inst. of Engg. & Tech. for Women
EMR (G) Road, Ghatkesar (M),
T.S-501301.

20th March, 2021

CA0321HR997

Offer Letter

Ms. B KAVITHA

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 : 20th April, 2021
- Background Checks : Your appointment is subject to background check clearance in all aspects, any Discrepancies in the background check will lead to withdrawal of the offer letter.
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For CYBERAEGIS

I hereby Accept the above offer


Vikram Reddy
(HR Manager)



B KAVITHA


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

20th March, 2021

CA0321HR998

Offer Letter

Ms. BALNE PRASANNA

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 : 20th April, 2021
- Background Checks : Your appointment is subject to background check clearance 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. **2,60,000/-** (Two lakh Sixty thousand 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 this information will result withdrawal of your letter of offer.

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For **CYBERAEGIS**

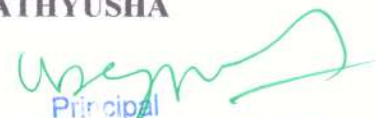


Vikram Reddy
(HR Manager)



I hereby Accept the above offer

BANDA PRATHYUSHA



Principal
Megha Inst. of Enigg. & Tech. for Women
MEYALUND (V), Ghatkesar (M),
T.S-501 301.

20th March, 2021

CA0321HR999

Offer Letter

Ms. BANDA PRATHYUSHA

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 : 20th April, 2021
- Background Checks : Your appointment is subject to background check clearance 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. **2,60,000/-** (Two lakh Sixty thousand 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 this 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.

For **CYBERAEGIS**


Vikram Reddy
(HR Manager)



I hereby Accept the above offer

BANDA PRATHYUSHA


Principal
Megha Inst. of Engg. & Tech. for Women
Vengal Rao Rd, Vengal Rao (M),
Hyderabad, TS-501 301.

Date: 09-October-2021

Dear Ms. Baddam Priyanka,

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. 18000** /- CTC (Rupees Eighteen 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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- 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
Eduabad, Ghatkesar (Md),
Medchal Dist-501 301

Date: 09-October-2021

Dear Ms. Dacharaju Haritha,

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. 18000** /- CTC (Rupees Eighteen Thousand only) per month.

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Yours Sincerely,
For **Syncreon Consulting Limited**


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

Date: 09-October-2021

Dear Ms. Sneha Latha Reddimalla,

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. 18000** /- CTC (Rupees Eighteen Thousand only) per month.

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Yours Sincerely,
For **Syncreon Consulting Limited**


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

Date: 09-October-2021

Dear Ms. Beesam Hanvita,

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. 18000** /- CTC (Rupees Eighteen Thousand only) per month.

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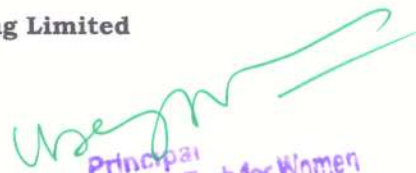
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Yours Sincerely,
For **Syncreon Consulting Limited**


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

SYNCREON CONSULTIN LTD

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

Date: 09-October-2021

Dear Ms. Gurrala Bhavana,

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. 18000** /- CTC (Rupees Eighteen Thousand only) per month.

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Yours Sincerely,
For **Syncreon Consulting Limited**


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

Date: 09-October-2021

Dear Ms. Jilukara Shwetha,

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**"

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Yours Sincerely,
For **Syncreon Consulting Limited**


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

Date: 09-October-2021

Dear Ms. Dasari Jahnavi,

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. 18000** /- CTC (Rupees Eighteen Thousand only) per month.

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Yours Sincerely,
For **Syncreon Consulting Limited**


Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Mdl).
Medchal Dist-501 362

SYNCREON CONSULTIN LTD

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

Date: 09-October-2021

Dear Ms. Erumalla Sandhya,

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. 18000** /- CTC (Rupees Eighteen Thousand only) per month.

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Yours Sincerely,
For **Syncreon Consulting Limited**


Principal
Megha Inst. of Engg. & Tech for Women
Estulabad, Ghatkesar (Mdl)
Medchal Dist-501 303

Date: 09-October-2021

Dear Ms. G 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. 18000** /- CTC (Rupees Eighteen Thousand only) per month.

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Yours Sincerely,
For **Syncreon Consulting Limited**


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

Date: 09-October-2021

Dear Ms. Radabothu Swapna,

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. 18000** /- CTC (Rupees Eighteen Thousand only) per month.

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Yours Sincerely,
For **Syncreon Consulting Limited**


Principal
Megha Inst. of Engg. & Tech for Women
Educ. Inst., Chaitanya (Mdl)
Mysore Dist-501 301

Date: 09-October-2021

Dear Ms. K Deekshitha,

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. 18000** /- CTC (Rupees Eighteen Thousand only) per month.

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Yours Sincerely,
For **Syncreon Consulting Limited**


Principal
Megha Inst. of Engg. & Tech for Women
Edu:abad, Ghatkesar (Mdi),
Medchal Dist-501 309

SYNCREON CONSULTIN LTD

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

Date: 21-October-2021

Dear Ms. Pelimelle Ramya,

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. 18000** /- CTC (Rupees Eighteen Thousand only) per month.

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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.

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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.

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Yours Sincerely,
For **Global Tax Files**

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

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

Date: 21-October-2021

Dear Ms. J Pravalika,

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"**

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Yours Sincerely,
For **Global Tax Files**

GLOBAL TAX LLP

Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.

EMAIL : info@gtaxfile.com, website: <https://www.gtaxfile.com>

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

Date: 21-October-2021

Dear Ms. Ratnapuram Likitha,

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"**

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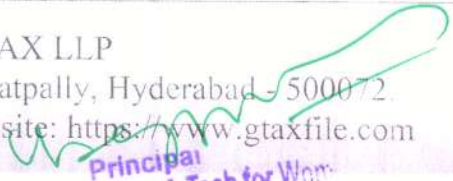
We are confident your contribution will add value to our organization and enable its growth and achievement of goals.

Yours Sincerely,
For **Global Tax Files**

GLOBAL TAX LLP

Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.

EMAIL : info@gtaxfile.com, website: <https://www.gtaxfile.com>


Principal
Megha Inst. of Engg. & Tech for Women
Eduabad Ghatkesar (Mdi),
Sect:1 Dist-501 301

Date: 21-October-2021

Dear Ms. Gaddam Pallavi,

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. 18000** /- CTC (Rupees Eighteen Thousand only) per month.

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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

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EMAIL : info@gtaxfile.com, website: <https://www.gtaxfile.com>


Principal

Megha Inst. of Engg. & Tech for Women
Eenathad Ghatkesar (Md),
Kochi Dist-501 301

Date: 21-October-2021

Dear Ms. Jakka Srija,

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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EMAIL : info@gtaxfile.com, website: <https://www.gtaxfile.com>


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

Date: 21-October-2021

Dear Ms. Badikolu Manasa,

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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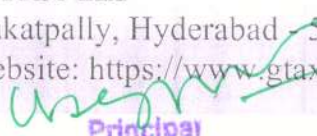
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For **Global Tax Files**

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GLOBAL TAX LLP
Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.
EMAIL : info@gtaxfile.com, website: www.gtaxfile.com


Principal
Megha Inst. of Engg. & Tech for Women,
Egulabada, Chhatkesar (Mdl),
Kothachal Dist-501 301

Date: 21-October-2021

Dear Ms. K Aparna,

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"

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

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

Date: 21-October-2021

Dear Ms. Manichandana,

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"**

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Yours Sincerely,
For **Global Tax Files**

GLOBAL TAX LLP

Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.

EMAIL : info@gtaxfile.com, website: <https://www.gtaxfile.com>


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

Date: 21-October-2021

Dear Ms. Katoju Sathwika,

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"**

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Yours Sincerely,
For **Global Tax Files**


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



US TAX FILES

Planning Meets Perfection

Date: 04-November-2021

Dear Ms. S Taran Jeet Kaur,

Sub: Offer of employment as **"Voice Process Executive"**

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

You will be paid stipend/salary of **Rs. 18000** /- CTC (Rupees Eighteen Thousand only) per month.

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Yours Sincerely,
For **US Tax Files**


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

US TAX FILES LLC

1st Floor, Above HDFC Bank, Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.

EMAIL : info@ustaxfiles.com, website: <https://www.ustaxfiles.com>



US TAX FILES

Planning Meets Perfection

Date: 04-November-2021

Dear Ms. Cherushma Sreeja Amuloju,

Sub: Offer of employment as **"Voice Process Executive"**

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

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

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EMAIL : info@ustaxfiles.com, website: <https://www.ustaxfiles.com>



US TAX FILES

Planning Meets Perfection

Date: 04-November-2021

Dear Ms. K Aparna,

Sub: Offer of employment as **"Voice Process Executive"**

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For **US Tax Files**


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Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Md),
Machhal Diar-501 301

US TAX FILES LLC

1st Floor, Above HDFC Bank, Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.

EMAIL : info@ustaxfiles.com, website: <https://www.ustaxfiles.com>



Date: 04-November-2021

Dear Ms. Putta Keerthi,

Sub: Offer of employment as **"Voice Process Executive"**

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Yours Sincerely,
For **US Tax Files**


Principal
Magha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Dist. Medak)

US TAX FILES LLC

1st Floor, Above HDFC Bank, Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.

EMAIL : info@ustaxfiles.com, website: <https://www.ustaxfiles.com>



US TAX FILES

Planning Meets Perfection

Date: 04-November-2021

Dear Ms. B Divya,

Sub: Offer of employment as **"Voice Process Executive"**

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

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Yours Sincerely,
For **US Tax Files**


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

US TAX FILES LLC

1st Floor, Above HDFC Bank, Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.

EMAIL : info@ustaxfiles.com, website: <https://www.ustaxfiles.com>



Dear Ms. Pavani,

Date: 04-November-2021

Sub: Offer of employment as **"Voice Process Executive"**

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Yours Sincerely,
For **US Tax Files**


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

US TAX FILES LLC

1st Floor, Above HDFC Bank, Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.

EMAIL : info@ustaxfiles.com, website: <https://www.ustaxfiles.com>

Date: 20-November-2021

Dear Ms. A.Soumya,

Sub: Offer of employment as **"Talent Acquisition Executive"**

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

You will be paid stipend/salary of **Rs. 18000** /- CTC (Rupees Eighteen Thousand only) per month.

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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 **VTEKIS CONSULTING LLP**



Principal
Magma Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar
Medchal Dist-501 307

Date: 20-November-2021

Dear Ms. D.Mamatha,

Sub: Offer of employment as **"Talent Acquisition Executive"**

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

You will be paid stipend/salary of **Rs. 18000** /- CTC (Rupees Eighteen 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 20-November-2021 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.

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Yours Sincerely,
For **VTEKIS CONSULTING LLP**



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

Date: 20-November-2021

Dear Ms. Gajula Manusha,

Sub: Offer of employment as **"Talent Acquisition Executive"**

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

You will be paid stipend/salary of **Rs. 18000** /- CTC (Rupees Eighteen Thousand only) per month.

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Yours Sincerely,
For **VTEKIS CONSULTING LLP**



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

Date: 20-November-2021

Dear Ms. Koppu Tejaswi,

Sub: Offer of employment as **"Talent Acquisition Executive"**

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

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Yours Sincerely,
For **VTEKIS CONSULTING LLP**



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

Date: 27-November-2021

Dear Ms. Mankali Vanamali,

Sub: Offer of employment as **"Talent Acquisition Executive"**

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

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Yours Sincerely,
For **VTEKIS CONSULTING LLP**



Principal
Megha Inst. of Engg. & Tech for Women
Eduabad, Ghatkesar (M.H.),
Medchal Dist-501 208

Date: 27-November-2021

Dear Ms. Manne Vidhya,

Sub: Offer of employment as **"Talent Acquisition Executive"**

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Yours Sincerely,
For **VTEKIS CONSULTING LLP**


Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Mal),
Medchal Dist-501 204

Date: 27-November-2021

Dear Ms. Nagula Samyuktha,

Sub: Offer of employment as **"Talent Acquisition Executive"**

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

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Yours Sincerely,
For **VTEKIS CONSULTING LLP**


Principal
Megha Inst. of Engg. & Tech for Women
Ehulabad, Ghatkesar (Maj),
Machal Dist-501 301



Date: 27-November-2021

Dear Ms. Pulaboina Shirisha,

Sub: Offer of employment as **"Talent Acquisition Executive"**

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

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Yours Sincerely,
For **VTEKIS CONSULTING LLP**


Principal
Maha Inst. of Engg. & Tech for Women
Gulbarga, Gulbarga (Maha)
Medhal Post-501 301

VTEKIS CONSULTING LLP

Plot No: 684, Obulreddy Complex, Beside Dhanalaxmi Bank, Vivekanandha Nagar Colony, Kukatpally, Hyderabad - 500072.

EMAIL : hr@vtekis.com, website: <https://vtekis.com>

Date: 27-November-2021

Dear Ms. Rasaputra Niharika,

Sub: Offer of employment as **"Talent Acquisition Executive"**

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

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Yours Sincerely,
For **VTEKIS CONSULTING LLP**


Principal
Jyoti Inst. of Engg. & Tech for Women
Edulabadi, Chittoor (M.A.)
Mestral Dist-804 399