WHITE LAB
Material Research Centre

SAVEETHA DENTAL COLLEGE AND HOSPITAL
Post Bag No.6 # 162, Poonamallee High Road, Chennai - 600 077.
Phone: (+91-44-2680 1580-85 (Extension - 9549) Fax: +91-44-2680 0892
e-mail : whitelab.sdc@saveetha.com, Website : whitelab.sdc.saveetha.com

21.03.2022

To whomsoever it may concern

This is to certify that **Dr. Brindha Jain. R**, a III[rd] year postgraduate student of Department of Conservative Dentistry and Endodontics from Sathyabama Dental College and Hospital, Chennai, Tamil Nadu, had come to **White lab – Material Research Centre, Saveetha Dental College** for using **INSTRON E3000 UTM** as a part of completion of thesis dissertation entitled "Effect of Biodentine, Everstick Post and Smart Dentin Replacement on Fracture Resistance of Simulated Immature Human Maxillary Central Incisor Teeth with Biodentine Apical Plug- an In-vitro study." from 18.03.2022-21.03.2022.

Thank You

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MoES/36/OOIS/Extra/53/2016
Government of India
Ministry of Earth Sciences
Prithvi Bhawan, Lodhi Road
New Delhi – 110003

Dated: 09/07/2019

ADMINISTRATIVE ORDER

Sanction of the President is hereby conveyed under Rule 18 of the Delegation of Financial Power Rules 1978 for implementation of the project entitled **"Characterization and DNA barcoding of polychaetes from the South East Coast, India "** by Principal Investigator (PI), **Dr. M. Ravi,** Scientist C, Center for Ocean Research, Sathyabama Institute of Science and Technology, Chennai at a total cost of **Rs.34,52,760/- (Rupees Thirty four lakhs fifty two thousand seven hundred sixty only)** for a period of three years (2019-20 to 2021-22). The details of the project are as under:

2.0 Project Objectives:

- To study the macro-benthic biodiversity with special reference to polychaete taxonomy in various stations of southeast coast of India;
- To decipher the role of physico-chemical variables on the distribution of biological entities as well as seasonal variations on polychaete diversity;
- To extract and purify DNA from tissue of different polychaete species and to amplify a specific region of the Cytochrome c Oxidase Subunit I (CO1) by polymerase chain reaction (PCR), and analyze PCR products by gel electrophoresis;
- To use the Basic Local Alignment Search Tool (BLAST) to identify sequences in Data bases;
- To use multiple sequence alignment and tree-building tools to analyze phylogenetic relationships.

2.1 Programme: Characterization and DNA bar-coding of polychaetes from the South East Coast, India.

2.2 Implementing Organization: The project will be implemented by Sathyabama University, Chennai.

2.3 Estimated Project Cost: The total estimated cost of the project is **Rs. 34,52,760/- (Rupees Thirty four lakhs fifty two thousand seven hundred sixty only)** for a duration of three years (2019-20 to 2021-22). The year wise/item-wise fund requirements are as under.

2.4 Budget requirement for the project :(Amount in Rs.)

S.No.	Items	1st year	2nd year	3rd year	TOTAL
1.	**Manpower** (01- JRF @Rs. 31000/pm+24% HRA for first two years & @Rs.35000/p.m.+24% HRA for third year. 01-field assistant @ Rs. 8000/pm consolidated payment)	557280	557280	616800	1731360
2.	**Consumables**	200000	200000	150000	550000
3.	**Contingency**	30000	30000	30000	90000
4.	**Travel** (within India)	150000	150000	150000	450000
5.	**Equipment**(Eppendorf Master cycler gradient thermal cycler with Gel documentation system)	400000	00	00	400000
6.	**Over head Charges**	77600	77600	76200	231400
	TOTAL	**1414880**	**1014880**	**1023000**	**3452760**

9/7/2019

2.4 **Time Schedule:** The duration of the project is of three years (2019-20 to 2021-22). The detailed work/time schedule is at **Annexure-I.**

2.5 **Description and Manner in which the programme is proposed to be implemented:** The programme will be implemented by **Dr. M. Ravi** , Scientist C, Center for Ocean Research, Sathyabama Institute of Science and Technology , as Project Investigator and **Dr. Radhika Rajasree S.R.** Scientist –E, Sathyabama University and **Dr. P. Murugesan** , Assistant Professor , Centre of Advanced Study in Marine Biology, Annamalai University as Co-PI of the project.

2.6 **Project Monitoring & Evaluation:** Funded project is being monitored and reviewed by Project Appraisal Monitoring Committee (PAMC-OS) constituted by the Ministry vide O.M.No. MoES/36/OOIS/PAMC/2012 dated 27/10/2016.

2.7 **The expenditure will be debited from the following head of account:**

3425	-	Other Scientific Research (Major Head)
60	-	Others
60.200	-	Assistance to other Scientific Bodies
52	-	Research Education Training & Outreach
52.00.31	-	Grants-in-Aid-General

2.8 **Other Terms and Conditions:** The general and other Specific Terms and Conditions are given at **Annexure –II.**

2.9 This issues under powers delegated to this ministry and with the concurrence of IFD vide Dy. No.197/ IFD/5806/2018-19/REACHOUT dated 10/06/2019 also with the approval of Secretary, dated 21 /06/2019.

9/7/2019

(Manjula Daniel)
Under Secretary to the Government of India

To

The Registrar,
Sathyabama University, Chennai

Copy to:

1. Cash Section, MoES.
2. The Pay & Accounts Officer, Ministry of Earth Sciences, New Delhi.
3. **Dr. M. Ravi**, Scientist C, Center for Ocean Research, Sathyabama Institute of Science and Technology, as PI of MoES project.
4. **Dr. Radhika Rajasree S.R.** Scientist–E, Sathyabama University as Co-PI of the project.
5. **Dr. P. Murugesan** , Assistant Professor, Centre of Advanced Study in Marine Biology, Annamalai University as Co-PI of the project.
6. Controller of Accounts, MoES/PS to Secretary / PS to JS / IFD/Guard File.

9/7/2019

(Manjula Daniel)
Under Secretary to the Government of India

O/C

CERTIFICATE FROM THE COLLABORATING INSTITUTIONS

1. Certified that the Centre for Marine Living Resources & Ecology (CMLRE), Ministry of Earth Sciences, Govt. of India, welcome the participation of the following:

Principal Investigators	Co-Principal Investigators	Project titles
1. Dr.Radhika Rajasree S.R.	Dr.D.Inbakandan and Dr.L.Stanley Abraham	"Studies on the implications of engineered nanoparticles and bio-nanocomposites in aquatic animal health"
2. Dr.D.Inbakandan	Dr.L.Stanley Abraham and Dr.Radhika Rajsree S R	"Surface modification nanotechnological approach for antifouling and anticorrosion applications"
3. Dr.L.Stanley Abraham	Dr. D. Inbakandan and Dr.Radhika Rajasree S.R	"Enhancement of marine microbial by-products for biomedical applications"
4. Dr.V.Ganesh Kumar	Dr. L. Stanley Abraham and Dr. K. Govindaraju	"Biofunctionalization nanoparticles for anticancer applications using marine biosources"
5. Dr.K.Govindaraju,	Dr.D.Inbakandan and Dr.V.Ganesh Kumar	"Isolation and identification of bioactive compounds from marine sponges for white spot syndrome virus (WSSV) control"

and that in the unforeseen event of discontinuance by the Principal Investigator, the Co-Principal Investigator from Sathyabama University will assume the responsibility for the fruitful completion of the project (with due information to MoES).

2. Certified that the equipment and other basic facilities and such other administrative facilities as per terms and conditions of the grant, will be extended to the investigator(s) throughout the duration of the project and the Sathyabama University is committed to maintain and utilize the equipments around the year.
3. Certified that the equipments procured out of the grants from MoES will be accessible to other researchers.
4. Certified that data generated out of the project will be made available for use for all research scholars and other scientists.
5. Centre for Marine Living Resources & Ecology (CMLRE), Ministry of Earth Sciences, Govt. of India, will extend its technical guidance and support for the Earth Sciences and Technology Cell (ESTC) to be established in Sathyabama University.
6. The technical collaboration is extended in order to execute the mandate of Ministry of Earth Sciences in exploring the marine resources. Centre for Marine Living Resources & Ecology (CMLRE), Ministry of Earth Sciences, Govt. of India, will not have any financial commitment in establishing the ESTC at Sathyabama University, Chennai.

B. Sheela Rani 22/1/15

Vice Chancellor

Sathyabama University
(Host Institute)

Dr. B. Sheela Rani, M.S. (By Research), Ph.D.
Vice Chancellor
Sathyabama University
Jeppiaar Nagar, Rajiv Gandhi Salai,
Chennai-600 119.

22/1/15

Director

Centre for Marine Living Resources & Ecology
Ministry of Earth Sciences, Govt. of India
(Collaborating Institute)

डॉ. एम. सुधाकर / Dr. M. Sudhakar
निदेशक / Director
सी.एम.एल.आर.ई / CMLRE
कोच्ची / Kochi

Date: Chennai
Place: January 22, 2015

CERTIFICATE FROM THE COLLOBRATING INSTITUTIONS

1. Certified that the NIOT, Chennai welcome the participation of the following:

Principal Investigators	Co-Principal Investigators	Project titles
1. Dr.Radhika Rajasree S.R.	Dr.D.Inbakandan and Dr.L.Stanley Abraham	"Studies on the implications of engineered nanoparticles and bio-nanocomposites in aquatic animal health"
2. Dr.D.Inbakandan	Dr.L.Stanley Abraham and Dr.Radhika Rajsree S R	"Surface modification nanotechnological approach for antifouling and anticorrosion applications"
3. Dr.L.Stanley Abraham	Dr. D. Inbakandan and Dr.Radhika Rajasree S.R	"Enhancement of marine microbial by-products for biomedical applications"
4. Dr.V.Ganesh Kumar	Dr. L. Stanley Abraham and Dr. K. Govindaraju	"Biofunctionalization nanoparticles for anticancer applications using marine biosources"
5. Dr.K.Govindaraju,	Dr.D.Inbakandan and Dr.V.Ganesh Kumar	"Isolation and identification of bioactive compounds from marine sponges for white spot syndrome virus (WSSV) control"

and that in the unforeseen event of discontinuance by the Principal Investigator, the Co-Principal Investigator from Sathyabama University will assume the responsibility for the fruitful completion of the project (with due information to MoES).

2. Certified that the equipment and other basic facilities and such other administrative facilities as per terms and conditions of the grant, will be extended to the investigator(s) throughout the duration of the project and the Sathyabama University is committed to maintain and utilize the equipments around the year.
3. Certified that the equipments procured out of the grants from MoES will be accessible to other researchers.
4. Certified that data generated out of the project will be made available for use for all research scholars and other scientists.
5. National Institute of Ocean Technology (NIOT), Chennai (*an autonomous society under the Ministry of Earth Sciences*) will extend its technical guidance and support for the Earth Sciences and Technology Cell (ESTC) to be established in Sathyabama University.
6. The technical collaboration is extended in order to execute the mandate of Ministry of Earth Sciences in exploring the marine resources. NIOT, Chennai will not have any financial commitment in establishing the ESTC at Sathyabama University, Chennai.

B. Shanta Rao 19/1/15.

Vice Chancellor

Sathyabama University

(Host Institute)

Date: 19/1/15

Place: Chennai - 119.

Dr. B. Shanta Rao M.S (Dy Registrar), Ph.D
Vice Chancellor
Sathyabama University
Jeppiaar Nagar, Rajiv Gandhi Salai
Chennai-600 119

19/1/15

Director

National Institute of Ocean Technology

(Collaborating Institute)

डॉ. म. अ. आत्मानंद / Dr. M. A. Atmanand
निदेशक / Director
राष्ट्रीय समुद्र प्रौद्योगिकी संस्थान /
National Institute of Ocean Technology
पल्लिकरणै / Pallikaranai, चेन्नै / Chennai – 600 100.

Dr. 1335. February 2021. Bharath university. 23/2/2021.

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Col. Dr. Jeppiaar Research Park

Proforma Invoice for Project / Collaborative Work / Consultancy

Centre : Centre for Research

Date : 18-02-2021

Name of the Student	:	B Prasanth Kumar reddy.
Designation	:	B.tech. industrial biotechnology
Name of the Internal Guide	:	Remya praveen (Associate Professer)
Affiliation	:	Bharath university, chennai, 600073
Email ID	:	bijjam prasanth reddy@gmail.com
Mobile No.	:	9600078845
Scientist-In-Charge	:	Dr. Stalin Dhas. T
Nature of work	:	Toxicity of Nanomaterial.
Title of the work/Experiment	:	Effect of drug loaded nanomaterial on zebra fish.
Duration	:	Feb – April 2021.

Details of cost Involved

S. No.	Experiment	Cost (Rs.)
1.	Consumables	30001-
2.	Analytical Instrumentation charge	5001-
3.	Contingency	10001-
	Total	50001-

18/2

I/C Signature

23/02/21

Centre Head

B. Shaleki 23/2/2021

Director (Research)

20.21

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Col. Dr. Jeppiaar Research Park

Proforma Invoice for Project / Collaborative Work / Consultancy

Centre : Centre for Ocean Research

Date : 20.01.2021

Name of the Student	:	Mr. Balasurya S
Designation	:	M. Sc Biotechnology, 19MBT004
Name of the Internal Guide	:	Dr. B. SURESH, HoD, Dept of Biotechnology
Affiliation	:	Sri Krishna Arts and Science College, Coimbatore
Email ID	:	balasuryaa99@gmail.com
Mobile No.	:	9952665185
Scientist-In-Charge	:	Dr. D. INBAKANDAN
Nature of work	:	Marine Biofouling Studies
Title of the work/Experiment	:	Studies on the Marine Biofilm Growth
Duration	:	20th January – 20th March 2021

Details of cost Involved

S. No.	Experiment	Cost (Rs.)
1.	Consumables	2000
2.	Analytical Instrumentation charge	2000
3.	Contingency	1000
	Total	5000

I/C Signature
(Research)

Centre Head

B. Shanker
21/1/2021
Director

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2051 dt 14/2/2022

Col. Dr. Jeppiaar Research Park

Proforma Invoice for Project / Collaborative Work / Consultancy

Centre : Centre for Research

Date : 14/2/2022

Name of the Student	:	P. SOWNTHARYA
Name of the Internal Guide	:	DR. R. KANDLANBIGIESWARI
Designation	:	STUDENT - FINAL YEAR [B.Tech]
Affiliation	:	BHARAT INSTITUTE OF HIGHER EDUCATION AND RESEARCH. [DEEMED]
Email ID	:	Sownthariya19092000@gmail.com
Mobile No.	:	6381001758
Scientist-In-Charge	:	DR. L. STANLEY ABRAHAM
Nature of work	:	MICROBIOLOGY
Title of the work/Experiment	:	MARINE BACTERIAL PIGMENT PRODUCTION
Duration	:	FEB, 2022 - MAY, 2022

Details of cost Involved

S. No.	Experiment	Cost (Rs.)
1.	Consumables	2000
2.	Analytical Instrumentation charge	2000
3.	Contingency	1000
	Total	Rs 5000/-

I/C Signature

Centre Head

B. Shekar 17/2/2022
Director (Research)

E-Payment to be made to (Bank Transfer/UPI)

Name of the account : Director (Research), Sathyabama Institute of Science and Technology
Account Number : 6569293542
Name of the Bank : Indian Bank
IFSC Code : IDIB000S201
Branch : Sathyabama University, Chennai

STATEMENT NO 2051

2051

14/2/22

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Col. Dr. Jeppiaar Research Park

Proforma Invoice for Project / Collaborative Work / Consultancy

Centre : Centre for Research

Date : 14/02/2022

Name of the Student	:	B POOJA KARNI
Name of the Internal Guide	:	Dr. R. KANAGAMBIGAISWARI
Designation	:	Student - Final year (B.Tech)
Affiliation	:	BHARATH INSTITUTE & HIGHER EDUCATION & RESEARCH-DEEMED TO BE UNIVERSITY
Email ID	:	Poojakarni0003@gmail.com
Mobile No.	:	9087923265
Scientist-in-Charge	:	Dr. L. STANLEY ABRAHAM
Nature of work	:	MICROBIOLOGY
Title of the work/Experiment	:	MARINE BACTERIAL PIGMENT PRODUCTION
Duration	:	FEB, 2022 - MAY, 2022

Details of cost Involved

S. No.	Experiment	Cost (Rs.)
1.	Consumables	2000
2.	Analytical Instrumentation charge	2000
3.	Contingency	1000
	Total	5000/-

I/C Signature

Centre Head

Director (Research)

E-Payment to be made to (Bank Transfer/UPI)

Name of the account : Director (Research), Sathyabama Institute of Science and Technology
Account Number : 6569293542
Name of the Bank : Indian Bank
IFSC Code : IDIB000S201
Branch : Sathyabama University, Chennai

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COL. DR. JEPPIAAR RESEARCH PARK

Dates: 23rd & 24th JUNE, 2021

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Dr. Marie Johnson
President
Ms. Maria Bernadette Tamilarasi Johnson
Vice President
Dr. T. Sasipraba
Vice-Chancellor

Organizing Secretary:

Dr. B. Sheela Rani
Director (Research)

Conveners:

Dr. Marykutty Abraham
Scientist E, CRSG, SIST
Dr. S.K. Pramada
Assistant Professor
Dept of Civil Engineering
NIT Calicut
Dr. P. Jegathambal
Professor
Water Institute – A Centre of Excellence of Karunya Institute of Technology and Sciences

Co-Conveners:

Dr. P. Mohana
Scientist C, CRSG, SIST
Ms. B. Priyadarshini
Asst. Professor
Dept of Civil Engineering , SIST

Keynote Speakers



Prof. Dr. S. Mohan
Dept. of Civil Engineering,
IIT Madras, Chennai



Prof. Dr. E. J. James
Pro Vice Chancellor (R & C)
Karunya Institute of Technology and Sciences, Coimbatore



Mr. Robert Barret
President and CEO Uni Rem Technology
LLC Pittsburg, USA



Mr. Leo Crasti
Founder & Managing Director
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Advisory Committee

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- Dr. Magesh Nagarajan, IIM, Nagpur
- Dr. Sreejith Pulloor Kuttanikkad, North Oil Company, Qatar
- Dr. R Arunkumar, NIT Calicut

Important Dates

- Last date for receipt of Abstracts: 18th June 2021
- Acceptance of Abstracts: 20th June 2021
- Last date for Participant Registration: 20th June 2021
- Submission of full length Paper: 31st July 2021

Themes for paper presentation

- Sustainable Urban and Rural water and Wastewater Management:
  - Smart cities and urban water supply management
  - Smart water technologies
  - Drinking water management in rural and hilly areas
- Irrigation Water Management:
- Ecological and Water Foot Print
- Water, Environment, and Health:
  - Water supply and sanitation
  - Water quality and environmental protection
  - Wastewater management
- Wetland Management and Ecosystem Restoration
- Remote Sensing and GIS application in water and environment
- Application of Soft Computing Technique in Water and environment
- Impact of Climate Change on ecosystem

Who can Participate

- Scientists, faculty members, Research scholars and students from academic institutions, Industrialists, officials from Government/ Public sector organizations.
- The academicians, students and research scholars are encouraged to send research paper (4-5 pages).
- Papers will be published in the proceedings with ISBN.

Registration Fee: Rs.250/-

E-Certificate will be issued to the registered participants on successful completion

For Registration : https://tinyurl.com/u2d5yk33

Last date for Registration: 20th June 2021

Contact: Dr. Marykutty Abraham – 08838298019 – marykuttyabraham06@gmail.com
Dr. P. Jegathambal – 09940384846 – esther.jegatha2011@gmail.com
Dr. S.K. Pramada – 09061029952 – pramada@nitc.ac.in

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Sathyabama Institute of Science and Technology

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Jeppiaar Nagar, Rajiv Gandhi Road, Chennai- 119

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Dr. Marie Johnson, President

Ms. Maria Bernadette Tamilarasi Johnson, Vice-President

Dr. T. Sasipraba, Vice Chancellor

ORGANIZING SECRETARY

Dr. B. Sheela Rani, Director – Research

CONVENER

Dr. S. Gayathri – Sathyabama TBI, Ph: 7299093926

Mr. Kishore Kumar- Sathyabama TBI, Ph: 9884163903

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Dr B K Sahu, Regional Manager & Officer In-charge, NRDC, IPFC and TISC, GOVT OF INDIA



Mr T V Madhusudan, Former Dy Controller of Patent, Patent Office Chennai



N G Lakshminarayan Chief-Business Development NRDC



Ms. P. Ilanangai IPR Consultant



Dr. L. Stanley Abraham Sathyabama Institute of Science and Technology

IPR & TECHNOLOGICAL INNOVATION TALK SERIES

08.05.2021	Innovation and IP Strategies	**Dr. L. Stanley Abraham** Scientist E, Centre for Ocean Research, Sathyabama Institute of Science and Technology
15.05.2021	Overview of IPR Spectrum	**Dr B K Sahu,** Regional Manager and Officer In-charge, NRDC, IPFC & TISC, GOVT OF INDIA, INNOVATION VALLEY, Vishakhapatnam
22.05.2021	Strategic IP Facilitation & Management	**Dr B K Sahu,** Regional Manager and Officer In-charge, NRDC, IPFC and TISC, GOVT OF INDIA, INNOVATION VALLEY, Vishakhapatnam
29.05.2021	Invention Duediliegence for Patentability & Patent Drafting	**Ms. P. Ilanangai** IPR Consultant
05.06.2021	Patent Systems in India: From Filing to Granting of Patent	**Mr T V Madhusudan,** Former Dy Controller of Patent, Patent Office Chennai
12.06.2021	Technology Transfer, Licensing, & Commercialization	**N G Lakshminarayan** Chief-Business Development National Research Development Corporation [An Enterprise of DSIR, Min. of Science & Technology, Govt. of India], New Delhi 110048

Technology Business Incubator

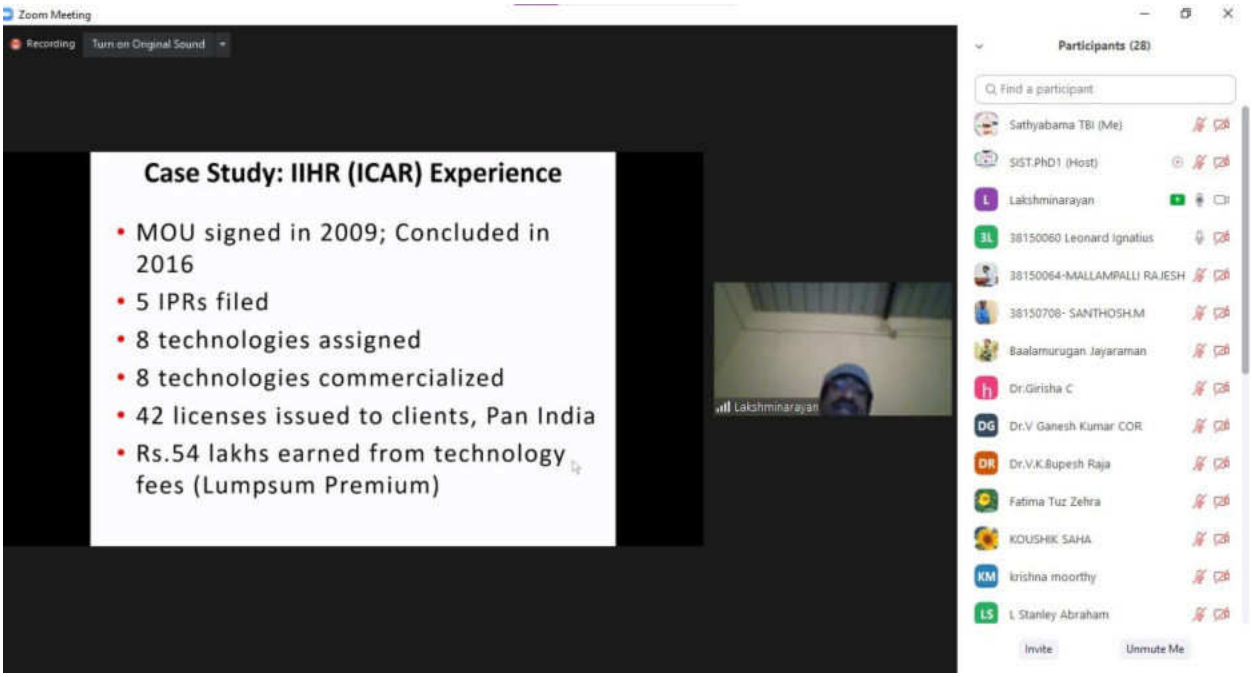
(Supported by NSTEDB-DST, Govt of India)
Sathyabama Institute of Science and Technology

Department of Science & Technology
Govt. of India

Report on Six weeks IPR & Technological Innovation Talk Series

Col.Dr. Jeppiaar Sathyabama Technology Business Incubator in association with Department of Mechanical and NRDC organized a Six weeks IPR & Technological Innovation Talk Series from 8th May – 12th June 2021.

The workshop series focused on how to convert a research project to patent, patent drafting, how to avail trademarks and copyrights and PCT application process. 42 participants were attended the program.

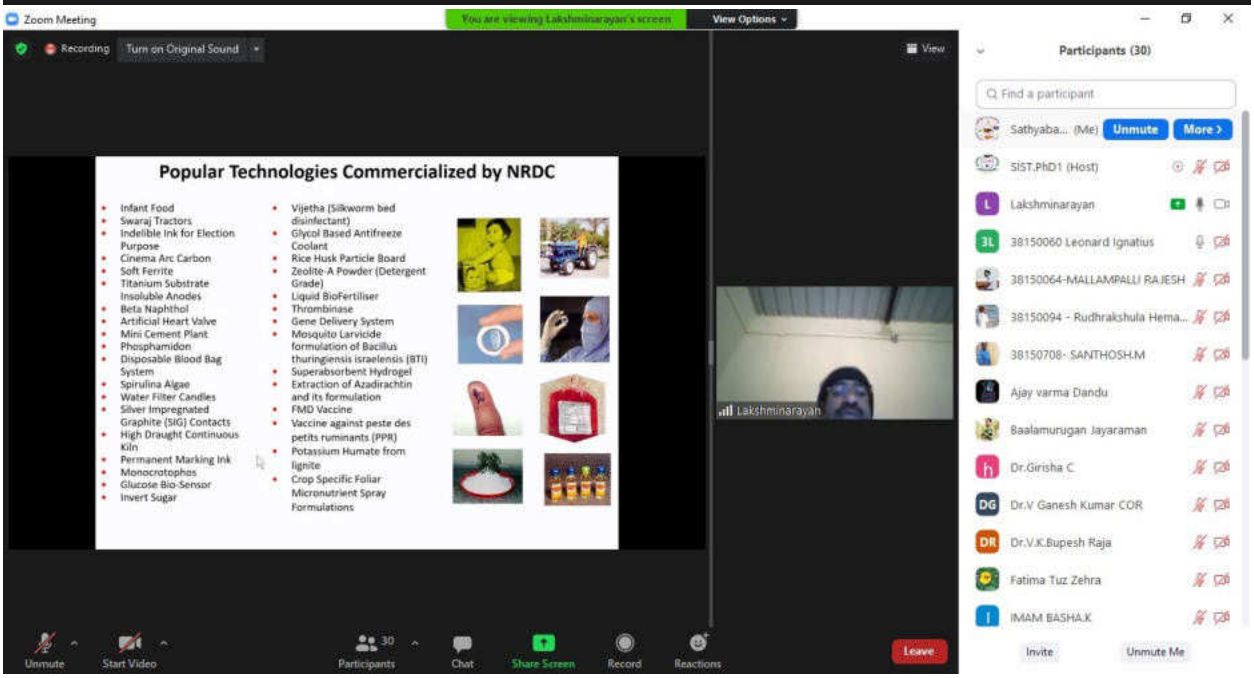


Technology Business Incubator

(Supported by NSTEDB-DST, Govt of India)

Sathyabama Institute of Science and Technology





CERTIFICATE
OF PARTICIPATION

SATHYABAMA
INSTITUTE OF SCIENCE AND TECHNOLOGY
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Declared as Category 'A' University by Ministry of HRD, Govt. of India

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Selvendiran S G

Sathyabama Institute of Science and Technology

for their active participation in the 5 Day Online FDP on Design Thinking organized by School of Mechanical Engineering and School of Computing, as part of the CDIO Initiatives of Sathyabama Institute of Science and Technology, Chennai during the period of October to November 2021.

Dr.B.Bharathi
(Coordinator)

Dr.T.Sasipraba
(Vice Chancellor)

Certificate ID: SB-CDIO-FDP-036

सत्यमेव जयते

भाभा परमाणु अनुसंधान केंद्र
BHABHA ATOMIC RESEARCH CENTRE

GOVERNMENT OF INDIA
BHABHA ATOMIC RESEARCH CENTRE FACILITIES
WATER AND STEAM CHEMISTRY DIVISION
KALPAKKAM – 603 102

BONAFIDE CERTIFICATE

This is to certify that the dissertation entitled "SYNTHESIS AND EVALUATION OF LAYERED METAL SULPHIDES FOR STRONTIUM REMOVAL", carried out by Mr. HARIHARAN R in the partial fulfilment for the award of Degree of Master of Science in Chemistry to SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY. This is a bonafide record of work done at the, *Radiation and Deposit Control Studies Section, Water and Steam Chemistry Division, Bhabha Atomic Research Centre Facilities, Kalpakkam* from December 2021 to April 2022 under the guidance of **Dr. Abdul Nishad**.

This work reported herein does not form part of any other thesis or dissertation on the basis of which a degree or award was conferred on earlier occasion. The work reported herein is the professional work of *Radiation and Deposit Control Studies Section, Water and Steam Chemistry Division, Bhabha Atomic Research Centre Facilities, Kalpakkam* and this should not be published without prior permission from the competent authority.

29/4/22

Dr. A.L. Rufus
Head, Radiation and Deposit Control Studies Section
Water and Steam Chemistry Division
Bhabha Atomic Research Centre Facilities
Kalpakkam – 603 102

डॉ. ए.एल. रूफस / Dr. A.L. RUFUS
अध्यक्ष, विक्षेप नियंत्रण अध्ययन अनुभाग
Head, Radiation & Deposit Control Studies Section
डब्ल्यूएससीडी, भापक केंद्र सुविधाएं
WSCD, BARC Facilities
परमाणुऊर्जाविभाग / Department of Atomic Energy
कल्पाक्कम / Kalpakkam - 603102

29/04/2022

Dr. T.V. Krishna Mohan
Head, Water and Steam Chemistry Division
Bhabha Atomic Research Centre Facilities
Kalpakkam - 603102

डॉ. टी.वी. कृष्ण मोहन / Dr. T.V. Krishna Mohan
अध्यक्ष, ज.भा.रा.प्र. / Head, WSCD
भा.प.अ.के. सुविधाएं / BARC Facilities
कल्पाक्कम / Kalpakkam - 603 102

always
inspiring more...

symrise

5th May , 2022

To whom so ever it may concern

This is to certify that Ms. I. Greeshma Das, from Sathyabhama institute of science and technology is perceiving her internship, during this she has completed her project work titled "Extraction and identification of essential oils from Oleoresins" at M/s Symrise Private Ltd.

We wish her all the best.

Dr.Harikrishna.T
Head QC/QA

Symrise Private Limited
Registered Office & Factory : 140, Old Mahabalipuram Road, Semmancheri, Chennai - 600 119.
Tel : (91) 44-24501739 Fax : (91) 44-24501737, 24501214
CIN : U24294TN1990PTC020035

सत्यमेव जयते

BARC
भाभा परमाणु अनुसंधान केंद्र
BHABHA ATOMIC RESEARCH CENTRE

GOVERNMENT OF INDIA
BHABHA ATOMIC RESEARCH CENTRE FACILITIES
WATER AND STEAM CHEMISTRY DIVISION
KALPAKKAM – 603 102

BONAFIDE CERTIFICATE

This is to certify that the dissertation entitled "DEVELOPMENT OF MODIFIED STAINLESS STEEL ELECTRODE FOR ALKALINE WATER ELECTROLYSIS" carried out by Ms. NANDHINI K in the partial fulfilment for the award of Degree of Master of Science in chemistry to SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY. This is a bonafide record of work done at the, *Radiation and Deposit Control Studies Section, Water and Steam Chemistry Division, Bhabha Atomic Research Centre Facilities, Kalpakkam* from December 2021 to April 2022 under the guidance of **Dr. Rajini Antony**

This work reported herein does not form part of any other thesis or dissertation on the basis of which a degree or award was conferred on earlier occasion. The work reported herein is the professional work of *Radiation and Deposit Control Studies Section, Water and Steam Chemistry Division, Bhabha Atomic Research Centre Facilities, Kalpakkam* and this should not be published without prior permission from the competent authority.

29/4/2022

Dr. A.L. Rufus
Head, Radiation and Deposit Control Studies Section
Water and Steam Chemistry Division
Bhabha Atomic Research Centre Facilities
Kalpakkam – 603 102

डॉ. ए.एल. रूफस / Dr. A.L. RUFUS
अध्यक्ष, विक्षेप नियंत्रण अध्ययन अनुभाग
Head, Radiation & Deposit Control Studies Section
डब्ल्यूएससीडी, भाभअ केंद्र सुविधाएं
WSCD, BARC Facilities
परमाणुऊर्जाविभाग / Department of Atomic Energy
कल्पाक्कम / Kalpakkam - 603102

29/04/2022

Dr. T.V. Krishna Mohan
Head, Water and Steam Chemistry Division
Bhabha Atomic Research Centre Facilities
Kalpakkam - 603102

डॉ. टी.वी. कृष्ण मोहन / Dr. T.V. Krishna Mohan
अध्यक्ष, ज.भा.रा.प्र. / Head, WSCD
भा.प.अ.के. सुविधाएं / BARC
कल्पाक्कम / Kalpakkam

सी.एस.आई.आर राष्ट्रीय धातुकर्म प्रयोगशाला
मद्रास केन्द्र, वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद
सी.एस.आई.आर, मद्रास कांप्लेक्स, तरमणी, चेन्नै - 600 113
CSIR - National Metallurgical Laboratory Madras Centre
Council of Scientific and Industrial Research, Govt. of India.
CSIR Madras Complex, Taramani, Chennai - 600 113. INDIA.

CERTIFICATE

This is to certify that **Ms. Ranjitha N** (Register No:**40910009**) pursuing her M.Sc., Chemistry (II Year) at Department of Chemistry, Sathyabama Institute of Science and Technology, Sholinganallur, Chennai, has carried out her project work at our Laboratory under the guidance of Mrs. N. Vasumathi, Principal Scientist, on the topic "EXTRACTION AND CHARACTERISATION OF OIL FROM ANNONA SQUAMOSA SEED", as a partial fulfillment of her degree from November 2021 to April 2022.

I wish success in all her future endeavours.

Chennai
10th May 2022

N.Vasumathi)

Telephone : 044 2254 2077, 22542529, 22542523
Website : www.csircmc.res.in
Working Hours : Monday to Friday
(9.00 a.m to 5.30 p.m)
Fax : 044 2254 1027
E-mail : nmlmc@csircmc.res.in
Head Office : CSIR - National Metallurgical Laboratory, Jamshedpur - 831 007.

सी.एस.आई.आर राष्ट्रीय धातुकर्म प्रयोगशाला
मद्रास केन्द्र वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद (भारत सरकार)
सी.एस.आई.आर मद्रास कांप्लेक्स तरमणी चेन्नै 600 113.
CSIR - National Metallurgical Laboratory Madras Centre
Council of Scientific and Industrial Research, Govt. of India
CSIR Madras Complex, Taramani, Chennai - 600 113. INDIA

CERTIFICATE

This is to certify that **Mr. Visu G** (Register No: 40910012) pursuing his M.Sc., Chemistry (II Year) at Department of Chemistry, Sathyabama Institute of Science and Technology, Sholinganallur, Chennai, has carried out his project work at our Laboratory under the guidance of Mrs.N.Vasumathi, Principal Scientist, on the topic "EXTRACTION AND CHARACTERISATION OF OIL FROM CARICA PAPAYA SEED", as a partial fulfillment of his degree from November 2021 to April 2022.

I wish success in all his future endeavours.

Chennai
10th May 2022

N. Vasumathi
(N.Vasumathi)

elephone : 044 2254 2077, 22542529, 22542523
Website www.csircmc.res.in
Working Hours : Monday to Friday
(9.00 a.m to 5.30 p.m)
Fax : 044 2254 1027
E-mail : nmlmc@csircmc.res.in
Head Office : CSIR - National Metallurgical Laboratory, Jamshedpur - 831 007

Zoho Sign Document ID: CWBKGZHC4GIOFQ5BSD24_JD1CQKWBMMNJOVLJXX2UZI

cSoft Technologies | Developing Innovative Solutions

22nd Aug 2021
Mr. Vinoth V
1/1, Shanmugapuram 2nd st
Thirumazhisai,
Thiruvallur district
600124

Subject: Internship Offer Letter

Dear **Vinoth,**

We are pleased to offer you the position of a **Software Development Intern** in our organization for 7 months with effect from 1st Sep 2021 till March 31 2022.

Your internship will be subject to the terms and conditions mentioned in Annexure - 1. You will be paid a stipend of Rs.10,000 per month. Upon successful completion of this internship, you will be provided a certificate and based on your performance, you may be offered a full-time employment role.

Please sign and return a duplicate copy of this letter in token of your acceptance. We congratulate you on your appointment and wish you a successful internship with us.

We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

Wishing you all the best,
For cSoft Technologies Pvt Ltd**.,**



Chiamala A
CEO

ACCEPTANCE 1 SEP

I, Vinoth V, agree to accept the employment on the terms and conditions mentioned in this appointment letter and the annexures. I hope to join cSoft Technologies on 1st Sep 2021.

Signature 

Date 1 SEP Aug 23 2021 19:41 IST

Name Vinoth V

Place Thirumazhisai



Open with

தமிழ்நாடு அறிவியல் தொழில்நுட்ப மாநில மன்றம்
TAMIL NADU STATE COUNCIL FOR SCIENCE AND TECHNOLOGY
(Established by Government of Tamilnadu)
Directorate of Technical Education Campus, Chennai – 600 025
Ph : 044-22301428, Telefax : 044-22301552 www.tanscst.nic.in

Dr.R.Srinivasan, M.Sc., Ph.D.,F.I.C.S., M.A.C.S.(USA).,
Member Secretary

Lr.No.TNSCST/SPS/2021-2022/ 11.03.2022

To
The Registrar
Sathyabama Institute of Science and Technology
Jeppiar Nagar, Rajiv Gandhi Salai
Chennai- 600119

Sir/Madam,

Sub: TNSCST – Student Project Scheme (2021-2022) – approval intimation–grant release- reg.

******

With respect to the above scheme, the list of projects approved by the State Council is enclosed along with terms and conditions. You are requested to adhere to terms and conditions such as submission of UC and seminar paper in time.

No	Guide Name and Institutional Address	Title of the Project	Students Name	Project Code	Amount
1	Dr.S.Jackson Durairaj Scientist - C, Centre for Molecular and Nanomedical Sciences Sathyabama Institute of Science and Technology Jeppiar Nagar, Rajiv Gandhi Salai Chennai- 600119	Earthworm a unique model to monitor the electromagnetic hazards associated with the exposure of high voltage overhead electric lines	Harshavardhini Parthiban Ranjitha Vijay Anand	BS-172	7500/-
2	Dr.R.Jeberson Retna Raj Associate Professor, Department of Information Technology Sathyabama Institute of Science and Technology Jeppiaar Nagar	Automated car door open warning and locking safety system	Mokitha.B , Sanjudha	CSE-0650	7500/-

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Cognizant

05-Jan-2022

Abburi Ramya Sree Naga Sushma
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Abburi Ramya Sree Naga Sushma,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

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Cognizant

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: A. Sushma **Date:** 28/01/2022.

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Mirketa Software Pvt. Ltd.
Reg. Office: Level 3B, DLF Centre,
Sansad Marg,Connaught Place
New Delhi -110001

December 23rd, 2021

EMPLOYMENT OFFER LETTER

Dear **Mr. Abhinay Akula,**

Mirketa Software Pvt Ltd. is pleased to offer you a job as **Salesforce Developer Trainee for Bangalore location.** We trust that your knowledge, skills, and experience will be among our most valuable assets.

You will be joining our team on **January 17th, 2022**. For now, your onboarding would be **Virtual / Remote onboarding**. When we open our office, you are required to work from office. You should accept this job offer; per company policy you'll be eligible to receive the following beginning on your hire date.

Salary:

Your CTC will be **INR 5,00,000** annually, paid in accordance with the Mirketa's payroll procedures. Your CTC includes Basic Salary, Allowances and PF Contributions.

Please find below your CTC breakup:

Particulars	Monthly Breakup	Annual Breakup
Basic	16,668	2,00,016
HRA	8,334	1,00,008
PF - Employer Contribution	2,000	24,000
PF - Employee Contribution	2,000	24,000
Special Allowance	12,665	1,51,976
Gross Salary	**41,667**	**5,00,000**
Annual Performance Bonus	-	-
Total CTC (Incl. Bonus)	**41,667**	**5,00,000**
In Hand Salary (Excl. Tax and Bonus)	**37,667**	**4,52,000**

Probation Period:

You will be on a probation period for the initial 6 months of your employment. During and after the end of your probation period your performance will be evaluated. After the end of your probation period Mirketa will confirm your employment continuation. Mirketa reserves the right to terminate your employment without any notice during Probation period.

Working Hours:

You may be required to work in shift and/or working hours as defined by Mirketa. You may be required to work beyond your existing working hours depending upon the business requirement from time to time. No shift allowance is entitled. Whenever you are working shift changes, shift allowance will be always based on project / management discretion.

Mirketa Software Pvt. Ltd.
Reg. Office: Level 3B, DLF Centre,
Sansad Marg,Connaught Place
New Delhi -110001

Health Insurance:

You are eligible to get employee-self group health insurance coverage of sum insured amount 3.00 Lac annually. For more information you may go to health insurance policy in HR policy shared drive.

Mobility:

Mirketa reserve the rights to transfer you at any work sites or companies in India or outside India, on the term and conditions as applicable to you at that time.

Background Check:

The Company reserves the right to conduct background investigations and/or reference checks on all of its potential employees. Your job offer therefore, is contingent upon a clearance of such a background investigation and/or reference check, if any.

Alternative Employment:

During your employment at Mirketa you are not permitted to undertake any other employment, business opportunities without any prior written permission of Mirketa Software Pvt. Ltd,

Non-compete, intellectual property and confidentiality agreement:

As a part of the joining formalities, you are required to sign non-compete, intellectual property and confidentiality agreement which aims to protect the intellectual property rights and business information of Mirketa and its client.

Provisional Employment Terms
Your employment offer is contingent upon the following:

- Successful completion of the engineering degree by July 30th, 2022 or depending upon exam completion date.
- Successful completion of Mirketa Internship cum Training program.

Internship Cum Training Program:

You are required to join Mirketa Internship cum training program January 17th, 2022. You will be paid INR 2.28 LAC per annum, which include Provident Fund and ESIC. Your take-home will be INR 15,300/ - per month during training period. Your performance would be evaluated periodically during training period.

Notice Period:

If you leave the company during the probation period, then you must serve a notice period of 30 days and after probation period you must serve a notice period of 60 days.

Evidence of Employment Eligibility:

You will be required to provide to the Company documentary evidence of your identity and eligibility for employment in India. Such documentation must be provided to us within three (3) business days of your date of hire, or our employment relationship with you may be terminated.

Mirketa Software Pvt. Ltd.
Reg. Office: Level 3B, DLF Centre,
Sansad Marg,Connaught Place
New Delhi -110001

Non-Solicitation of the employees:

You agree that during your employment with the company and for two year following termination of your employment with the company, including without limitation, termination by the company for cause or without cause you shall not, directly or indirectly solicit or induce or attempt any employee of the company to leave the company for any reason whatsoever or hire any employee of the company.

Non-Solicitation of the Clients:

You agree that during your employment with the company and for two year following termination of your employment with the company, including without limitation, termination by the company for cause or without cause you shall not, directly or indirectly solicit or induce or attempt any employment or any direct or indirect business contract with any of Company's Clients.

Limitations:

We also ask that, if you have not already done so, you disclose to the Company any and all agreements relating to your prior employment that may affect your eligibility to be employed by the Company or limit the manner in which you may be employed. It is the Company's understanding that any such agreements will not prevent you from performing the duties of your position and you represent that such is the case. Moreover, you agree that, during the term of your employment with the Company, you will not engage in any other employment, occupation, consulting or other business activity directly related to the business in which the Company is now involved or becomes involved during the term of your employment, nor will you engage in any other activities that conflict with your obligations to the Company. Similarly, you agree not to bring any third party confidential information to the Company, including that of your former employer, and that in performing your duties for the Company you will not in any way utilize any such information.

As a Company employee, you will be expected to abide by the Company's rules and standards. Specifically, you will be required to sign an acknowledgment that you have read and that you understand the Company's rules of conduct which are included in the Company Handbook, which the Company will soon complete and distribute.

Dispute Resolution:

In the event of any dispute or claim relating to or arising out of our employment relationship, you and the Company agree that (i) any and all disputes between you and the Company shall be fully and finally resolved by binding arbitration, (ii) you are waiving any and all rights to a jury trial but all court remedies will be available in arbitration, (iii) all disputes shall be resolved by a neutral arbitrator who shall issue a written opinion, (iv) the arbitration shall provide for adequate discovery. Please note that we must receive your signed Agreement before your first day of employment.

To accept this job, offer:

1. Sign and date this job offer letter were indicated below.
2. Attend new-hire orientation on will be **January 17th, 2022**, or another mutually agreed upon date.

Mirketa Software Pvt. Ltd.
Reg. Office: Level 3B, DLF Centre,
Sansad Marg,Connaught Place
New Delhi -110001

If you accept this job offer, your hire date will be on the day that you attend new-hire orientation.
The terms of this offer letter are considered confidential information to Mirketa Software Private Limited, and we trust that you will treat it confidentially. It may not be used for distribution.

Please bring the copies of the following documents at the time of your joining.

- Personal Identity Proof
- Educational Documents – Mark sheets & Degree
- Last Employment – Appointment & Relieving Letters along with the Last 3 Salary Slips/ Bank Statement
- 3 Passport Size Photographs
- Address Proof and PAN card copy
- Signed copy of offer letter and Employee Non-Compete Agreement

We are confident that you will be an asset to our team, and we look forward to your joining us.
Sincerely,



Anu Agarwal
Head – HR, Mirketa Software Pvt Ltd

Accept Job Offer
By signing this letter below, I, **Abhinay Akula,** accept the job offer of **Salesforce Developer Trainee** at Mirketa Software Private Limited.

Signature:

Date:

Mirketa Software Pvt. Ltd.
Reg. Office: Level 3B, DLF Centre,
Sansad Marg,Connaught Place
New Delhi -110001

Letter of Authorization – Background verification

I ACHANTA NAGA VENKATA CHOWDARY s/o Achantakoteswararao aged 21 years, having my address at 2-47/1, mainroad, near watertank, cherukumilli, gopalapuram mandal west Godavari district,Andhrapradesh hereby solemnly affirm and sincere state asfollows:

I hereby certify that all the statements made in this document are true and are given by me out of my own free will.

I hereby confirm and agree that any submission of false or misleading information will entitle Cognizant Technology Solutions India Pvt Ltd ("**Cognizant**") to terminate my employment forthwith.

I state that Cognizant may request a credit and/or background check from a credit reporting agency or related service and I understand that I have a right to make a written request within a reasonable time for the disclosure of the name and address of the credit-reporting agency so that I may obtain a complete disclosure of the nature and scope of anyinvestigation.

I understand that the records will be used only for such purposes arising out of my employment and will not be given to any unauthorized person.

I hereby authorize Cognizant and/or its agents to conduct any reference check, criminal background check in any jurisdiction across globe and background verification so that the hiring decision may be evaluated at any point of time.

I hereby agree that during the course of the reference checks and background verifications, my previous employers or such persons contacted for checks and verifications may be informed that the reference checks and back ground verification are done on behalf of Cognizant.

I hereby authorize Cognizant to share the reference checks and back ground verification reports to such third party as may be required for audit and other reasonable purposes.

In the event that Cognizant is unable to verify any reference stated in this application, it is my responsibility to furnish the necessary documentation.

I understand that this application or subsequent employment does not create a contract of employment nor guarantee employment for any definite period oftime.

*SIGNATURE: A. N. Venkata chowdary.
*NAME (IN BLOCK LETTERS): ACHANTA NAGA VENKATA CHOWDARY.
*DATE: 22/02/2022.

Cognizant

05-Jan-2022

P.V.Adarsh Kumar
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear P.V.Adarsh Kumar,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

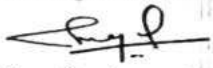
You will also be required to submit the following documents at the time of reporting:

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**



Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature:  **Date:** 28-01-2022

Cognizant

03-Dec-2021

Adavala Sai Poojitha
B.E. Computer Science
Sathyabama Institute of Science and Technology, Chennai

Dear Adavala Sai Poojitha,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

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Cognizant

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting.

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: Poojitha **Date:** 5/12/2021

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Cognizant

03-Dec-2021

Ajay Kumar
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Ajay Kumar,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

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Cognizant

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: Ajay Kumar

Date: 5/12/2021

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Cognizant

03-Dec-2021

Aketi Ajay
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Aketi Ajay,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months**, starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

Cognizant

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
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- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: **Date:** 05-12-2021

Cognizant

03-Dec-2021

Venna Anji Reddy
B.E. Computer Science
Sathyabama Institute of Science and Technology, Chennai

Dear Venna Anji Reddy,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months**, starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

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You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
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Cognizant

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting:

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- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: V Anji Reddy **Date:** 05/12/2021

INTERNSHIP OFFER

Ref.:5387064/ 866425,
Date:01/07/2022,

Dear Ansh Saxena,

As per our discussion with you, we are pleased to inform you that you have been provided the opportunity to pursue your internship with Capgemini Technology Services India Limited ("Company" or "Capgemini") during the period 01/10/2022 till 03/31/2022

You have to report by 8:30 am at office, for joining formalities and contact security at the main gate for your entry pass at

Address
Ground to 14th Floor of Development Block 1, Plot No 14,
Rajiv Gandhi Infotech Park, Phase III, Hinjewadi, Pune, Maharashtra - 411057

During the period of your internship, you will be entitled to an internship stipend of Rs. 22,000.00 /month. Please note aside from the stipend amount, you will not be entitled to any other re-imbursements or allowances.

Please note that your internship will not imply any kind of employment regular or contractual and the purpose is solely to facilitate your learning. We reserve the right to cancel/terminate the internship without notice and assigning any reason thereto.

Private Information Policy — You will be bound by the Capgemini Private Information Policy as described in Annex 1 for holding in confidence any trade secrets or confidential business and technical information of the Company or its clients.

Intellectual Properties — Additionally, you will also be bound by the Capgemini policy with respect to Intellectual Property as described in Annex 2

Note:

1.	The stipend processing will be as per Company policy notified from time to time.
2.	You must provide a valid bank account no. where you wish your stipend to be remitted and Permanent Account Number (PAN)/ AADHAR as identity and address proof. You are expected to provide accurate and correct information failing which Company shall not be responsible for any issue arising out of supplying of erroneous remittance information.
3.	During your internship in the Company, you are expected to adhere to the applicable Company policies and processes, failing which the Company has liberty to take appropriate steps.

You are required to treat this letter and its contents as strictly confidential and should not disclose the same to any person or entity (except to your advisors, attorneys and accountants, for seeking their advice) without our prior written consent.

At Capgemini, one of our goals is to afford all its interns the hands-on experience of its business operations, processes and services. Capgemini values your abilities and believes it can provide you with an atmosphere in which you can develop your professional talents to the fullest.

As acceptance of this internship with the Company, please sign in the space provided below and return a duplication version of this letter immediately to us within fifteen (15) days from the date of this letter.

Our internship opportunity shall automatically lapse unless you confirm your acceptance of it and return a copy to us within the prescribed time.

Yours sincerely,
For Capgemini Technology Services India Limited

Anil Kumar Singh
Head - Talent Acquisition & Resourcing

I accept the above offer on the terms indicated

Signature

10-01-2022
Date

ANNEX 1

PRIVATE INFORMATION

You agree with Capgemini that:

the work to which I am assigned is and will be of a private nature, and in connection with the performance of my assignment on behalf of Capgemini, its subsidiaries and affiliates (together with their predecessors and successors, the "Company"), the Company may make available to me information of a private nature as to the Company and the Company's clients' and prospective clients' business, strategies, methodologies, operations, technologies (including computer software), financial affairs, organizational and personnel matters, policies, procedures, trade secrets, programs, operations, clients, prospective clients, employees and other non-public matters, including those concerning third parties ("Private Information"). I agree that I will receive in strict confidence all such Private Information belonging to the Company or to its clients or prospective clients. I further agree to use my best efforts to maintain and to assist the Company in maintaining the confidentiality of all such Private Information, and to prevent it from coming into unauthorized hands.

I further agree that:

I. I will neither copy nor distribute any material, or other information constituting Private Information which comes into my possession as result of my assignment with the Company, other than for the Company use;

II. I will not during the period of my assignment with the Company nor at any time thereafter, directly or indirectly, disclose to others and/or use for my own benefit or for the benefit of others, Private Information acquired by me during the period of my assignment, except to the extent as may be reasonably necessary in the ordinary course of performing my duties as an Intern of the Company;

III. I will not disclose to the Company or attempt to induce the Company to use any Private Information or material to which the Company is not entitled;

IV. Upon termination of my internship with the Company, I will return to the Company or to the client or prospective client all materials and information that constitutes Private Information and any copies thereof and certify to the Company that I no longer have any rights to such materials or information, and I will represent that the original and all copies of such materials and information have been returned to the Company or to the client or prospective client.

V. I agree to abide by the ISMS policies and procedures as published by the organization from time to time.

ANNEX 2

INTELLECTUAL PROPERTY

I agree that all such inventions, software, manuscripts, documentation, improvement or other intellectual property shall be and remain the sole and exclusive property of the Company. I hereby agree to execute such assignments and other documents as the Company may consider appropriate to vest all right, title and interest therein to the Company. This provision does not apply to an invention for which no equipment, supplies, facility, or trade secret information of the Company was used and which was developed entirely on the my own time, unless (a) the invention relates (i) directly to the business of the Company or (ii) to the Company's actual or demonstrably anticipated research or development or (b) the invention results from any work performed for the Company. I agree that all services performed for the Company shall be the original work and shall not incorporate any third party materials or work in any third party asserts an ownership interest without the express written consent of the Company

Capgemini

UNDERTAKING & ACKNOWLEDGEMENT ("Undertaking")

I the undersigned, with reference to my acceptance of the internship opportunity with Capgemini do hereby unequivocally agree to abide by the Company's policy and further undertake as follows and execute this Undertaking & Acknowledgement ("Acknowledgment"):

1. I have been explained and provided an understanding of the company policies, and I do hereby undertake and state that during my internship with Capgemini, I shall adhere to the company policies, included but not limited to knowledge sharing, safeguarding of Company's and Client's intellectual property and copyright, code of conduct, ISMS etc. .

2. I agree to act in accordance with all of the provisions of the policies of the Company, and to safeguard all of the knowledge and information I receive in the course of my internship with the company, whether it is the property of Capgemini, its client, or some other entity which makes such knowledge or information available.

3. I will not use any knowledge, trade secrets or other information of the company or its clients including, except for the purpose of the work I am allotted in the course of my duties or as otherwise permitted by the company. Confidential Information does not extend to information already in the public domain unless such information arrived there by unauthorized means.

4. Without limiting the previous clause I undertake that I will not, nor will I attempt to:

a. Remove or take any such Confidential Information; or

b. Disclose Confidential Information to any third party other than in the proper course of my duties or as otherwise permitted by the company; or

c. Gain personal advantage from trading in or on the basis of Confidential Information; or

d. Cause or procure any other person to deal in the securities of any company on the basis of Confidential Information

e. Obtain nor claim any ownership interest in any knowledge or information obtained from Capgemini and its Clients.

5. Post termination of my internship with the Company, I recognize that I cannot disclose to any future employer, or use for my own purposes any Confidential Information I may have access to during my internship tenure with the Company.

6. I undertake to duly return all the assets received by me from the Company on the last day of my internship with the Company as may be identified. In the event I fail to return any of the Company assets, the Company is at liberty to take appropriate steps to recover the same including but not limited to withholding my stipend and deducting the suitable amount as may be recoverable.

7. Subject to Clause 8 below, I agree that any dispute arising out of this undertaking & acknowledgment ('Acknowledgment'), the Company and myself will make 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 respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. All disputes, differences and/or claims arising out of these presents or as to the construction, meaning or effect hereof or as to the rights and liabilities of the Parties hereunder and which cannot be settled by mutual conciliation shall be referred to Arbitration to be held in Mumbai in English Language in accordance with the Arbitration and Conciliation Act 1996, or any statutory amendments thereof and shall be referred to a sole Arbitrator to be appointed by Capgemini. The award of the Arbitrator shall be final and binding on the Parties.This Letter shall be governed and interpreted in accordance to the laws of India and the courts at Mumbai only shall have exclusive jurisdiction.

8. Notwithstanding the provisions of Clause 4, I agree that damages or an account of profits may be inadequate compensation for breach of this Acknowledgment and the company may seek an injunction or similar remedy to restrain any conduct or threatened conduct which is or may be a breach of this Acknowledgment.

9. This Acknowledgment is governed by the laws of Maharashtra, India. Each party submits to the non-exclusive jurisdiction of courts exercising jurisdiction there in connection with matters concerning this Acknowledgment.

I HAVE READ & UNDERSTOOD THE ABOVE ACKNOWLEDGEMENT AND AGREE TO BE BOUND BY ITS TERMS

Signature

10-01-2022

Date

CONSENT LETTER

For use of Personal Information & Sensitive Personal Data or Information

I, Ansh Saxena residing at No 7, Kamalakar St, TVT, Chennai - 600019, do hereby provide my express consent to the Company Capgemini Technology Services India Limited , having its registered office at No.14, Rajiv Gandhi Infotech Park, Hinjawadi Phase III, MIDC – SEZ, Village Man, Taluka Mulshi, Pune – 411057, Maharashtra"(hereinafter referred to as the "Company", which expression shall unless repugnant to the context or meaning thereof mean and include its successors, nominees, assigns and administrators) as follows:

1. That I acknowledge and provide my consent to the Company to collect, store, process, transfer and share my personal information and sensitive personal data or information and information of my dependents wherever applicable, (including sensitive personal information like bank accounts, PAN, blood group, biometric information, medical record, email addresses etc.) for purposes deemed appropriate by the Company from time to time, including but not limited to:

   a) for the purpose of verifying the information submitted by me basis which I have been made an offer of employment.

   b) stipend processing

   c) law enforcement agencies,

   d) to comply with a judicial/quasi judicial order,

   e) auditor (including internal auditors, statutory auditors or Capgemini's clients or their auditor) for the purpose of audit,

   f) insurance companies for the purpose of group insurance, personal accident insurance etc.

   f) service providers providing services for biometric access to office premises for monitoring attendance.

2. Further, I also acknowledge and provide my consent to the Company to transfer and share (within India and outside of India) such information with:
   a. affiliates of the Company for administrative purposes and/or audit;
   b. clients/prospects in relation to any staff augmentation assignments.

3. That I agree and confirm that this consent letter shall be construed in accordance with the laws of India and the courts in Mumbai shall have exclusive jurisdiction to adjudicate upon any dispute that may arise in relation to this Consent Letter.

4. That should any provisions of this consent letter be held by a court of law to be illegal, invalid or unenforceable, the legality, validity and enforceability of the remaining provisions of this consent letter shall not be affected or impaired thereby.

5. I hereby declare that the execution of this consent letter has been done out of my own free will and consent and without any undue force or coercion in any manner whatsoever.

6. I am aware that I have the right to access and rectify my sensitive personal data or information provided to the Company and corresponding obligation to immediately update my sensitive personal data or information inCompany's records in the event of any change.

7. I am aware that Company has adopted security practices and procedure to ensure that the information collected is secure and these are available on the Company's intranet.

This consent letter shall come into force immediately upon its execution by me.

Name: Ansh Saxena
Signature:
Date: 10-01-2022

Anusha S
Feb 15, 2022

Dear Anusha,

We are pleased to extend to you an offer of internship with **Tiger Analytics India Consulting Private Limited** (the **Company**).

This contract is valid only for the period of internship, and you will be required to sign a separate contract should you take up a full-time role with the Company.

Your internship is subject to the following terms and conditions:

1. Date of Commencement
   The internship is for a period of 4 Months - Mar 16, 2022 to Jul 31, 2022

2. Place of Work
   Your internship will be administered remotely.

3. Stipend
   You will be paid a monthly stipend of INR 30,000 (pre-tax) during your internship. This will be deposited into your bank account.

4. Benefits
   Benefits available to full-time employees such as Provident Fund and Medical Insurance are not applicable to Interns.

5. Leave Entitlements
   During your internship period, you are entitled to leave as approved by your manager. Leave cannot be encashed.

6. Safety
   The Company is committed to providing a safe working environment for all employees and therefore required to abide by all safety rules and procedures operating within the Company.

7. Conduct
   You will be expected to dress appropriately for a business setting. Business casual attire as outlined below is considered appropriate:
   a. A collared shirt, pants, and shoes for men
   b. Equivalent Indian or Western business casuals for women

   Behaviour unbecoming of a business environment (as perceived the Company) will not be tolerated and might lead to termination of employment.

8. Confidentiality

During your employment with the Company, you will make use of Confidential Information in carrying out your duties. Without limitation, "Confidential Information" includes:

1. Information relating to the goods and services and proprietary techniques provided by the Company and clients of the Company
2. All information concerning the business, its methods of operation, marketing and other activities
3. All databases, lists compiled by the company, client proposals, reports, software, algorithms, and computer programs
4. Competitive and financial information concerning the business, which is not in the public domain
5. Information concerning the business of the Company's clients

You must not, whether during employment or after termination of your employment with the Company, without written authority, divulge 'Confidential Information' to anyone other than an employee authorized to receive the information, or use such information for your own personal gain.

9. Inventions and Copyright

You assign to the Company your entire right, title and interest in and to any copyright and any industrial or intellectual property rights in any and all works, designs, computer programs, inventions, processes, concepts, strategies, plans and lists (Confidential Property) which (either solely or jointly with others) you have developed or may develop during and/or as a result of your employment with the Company.

You also agree promptly to disclose to the Company or to its attorneys any and all such Confidential Property developed by you and agree to execute upon demand, at the expense of the Company, all documents which may be desirable to secure to the Company the best copyright, patent or other protection in India and elsewhere and/or rights relating to such Confidential Property.

10. Following End of Internship

a. Confidentiality

You agree that upon termination of your internship with the Company you shall return to the Company:

a. All documents and any other materials constituting or containing Confidential Property or Confidential Information including, without limitation, customers or contacts, correspondence and other written material relating to Confidential Information or Confidential Property and that you will not retain any such documents or material or copies of such documents or material
b. Company mobile phone or other electronic telecommunications devices that the company has issued to you. The telephone number of the company owned telecommunications devices will remain property of the company

c. And other property of the Company including, without limitation, security access cards, credit cards, computers and computer software (which must be deleted immediately from any storage device owned by you).

b. Non-rendering of services to clients

You also agree that you will not, during your employment with the Company or Group and for a period of twelve months after termination, contact, or assist anyone else to contact, any Client of the Company with a view to obtaining business from those Clients; or to persuade those Clients to cease to do business with the Company or to reduce the amount of business which any such Clients has customarily done or is reasonable expected to do with the Company.

The definition of Client includes any prospective client to whom you or the Company has made a formal presentation at any time during the twelve months immediately preceding termination.

You also agree that, if such clients approach you in that period, you will inform them of this agreement and refer them to the appropriate person at the Company.

c. Non-hire of staff

You also agree that, for six months following termination of your employment with the Company, you will not hire or encourage a third party to hire any member of staff of the Company.

11. Invalidity

In any terms of provisions in this agreement shall be held illegal or unenforceable, in whole or in part, under any enactment or rule of law, such term or provision or part shall to that extent be deemed not to form part of this agreement but the enforceability of the remainder of this agreement shall not be affected.

12. Variation

The terms of this contract of employment may be varied by the Company from time to time. You will be notified of any variations.

13. Adherence to Company Policies

When you join the Company, it will also be a condition of employment that you review and adhere to company policies which you will be notified of subsequently. You agree to adhere to the Company's project financing contracts (e.g. BOT) with the clients.

14. Governing Laws and Jurisdiction

This contract will be governed by the law in force in Chennai, India.

15. Personal Information and Consent

By accepting this offer, you are giving your implicit consent to Tiger Analytics to collect and use your personal information for business purposes. Your personal information may be shared with the Clients and prospective Clients of Tiger Analytics as a part of selection or onboarding process to work in projects. Tiger Analytics will also share your personal information with a third party for carrying out the background verification as required. Tiger Analytics will store your employment, financial and personal information during the period of employment and for Data Retention Period after your separation, as per the data retention policy to comply with statutory requirements.

16. Acceptance

Please sign this letter signifying your acceptance of the appointment and the conditions of service specified in this letter.

We are pleased to welcome you to the Company. If the preceding terms and conditions of your employment with the Company are acceptable to you, please indicate you acceptance by initialing each page and signing the last page of the attached copy and returning it to me.

Regards

G. Pradeep Kumar

Pradeep Gulipalli
General Manager
Tiger Analytics India LLP

Acknowledgement

I, the employee, acknowledge and understand the terms and conditions contained in this agreement, and I was given a copy of the intended agreement and given a reasonable opportunity to seek independent advice before I entered it. I was not induced to enter this agreement by any oppressive means, undue influence or duress by the Company.

Name : **ANUSHA S**

Signature : 

Date : **18/02/2022**

Internship Offer letter

August 16, 2021

Dear Anhushree,

Juspay Technologies Private Limited ("Juspay.in"/ "The Company") is pleased to offer you an internship opportunity. You are expected to report on **16-August-2021** and your work location will be Bangalore. This offer is subject to the Standard Terms and Conditions of internship at Juspay.in.

Standard Terms and Conditions:

1. Along with academic credits, you will also be paid a stipend of INR. **40,000/- (Forty Thousands Only)** per month for your internship. No additional benefits will be borne by the Company during the course of your internship program. Tax Deducted at Source (TDS) will be deducted as per government guidelines for which TDS certificates will be issued on quarterly basis.

2. You will be interning with the Company for a minimum period of **Six months starting from 16-August-2021**. Your work schedule will be approximately 40 (forty) hours per week which may be extended according to the discretion of your reporting Manager. You may be required to work as may be required for completion of assigned task/ duties. You are required to work competently to meet the Company's standard conduct of business. Your duties and assignments for this position will be those described to you in your orientation with Vimal Kumar.
3. As an intern of the Company, you will be expected to abide by the Company's rules and standards which will be communicated to you at the time of joining and subsequently, as and when modified. You will also be governed by the statutory laws enacted by the Central or State Government or local authorities as may be applicable to you from time to time.
4. You may not discontinue the internship at any time for any reason other than with explicit written consent of the Company. Juspay.in, may request you to discontinue the internship if you do not comply with the code of conduct stipulated by the Company from time to time, for violation of any of the representations made by you and/or any other breach of terms of the internship program which may be provided by the Company from time to time. The Company may at its sole discretion choose to offer you with employment basis your performance during the internship.
5. As an intern, you will not be a company employee. Therefore, you will not receive a salary, wages, or other compensation other than the stipend mentioned explicitly. In addition, you will not be eligible for any of the employee benefits that company employees are entitled to, including, but not limited to, health insurance, vacation or sick leave, paid holidays, or participation in Juspay's employee welfare plan.
6. During your internship you may come across confidential business information. By accepting this internship offer, you acknowledge that you adhere to our confidentially and proprietary right policy. In addition, you will be required to sign and comply with Confidential Information and Invention Assignment Agreement with the Company.

7. The Confidential Information and Invention Assignment Agreement requires, among other provisions the assignment of IP rights to the Company in any invention made during your internship at the Company and provision for non-disclosure or misappropriation of the Company's proprietary information.
8. Upon conclusion of your internship with the Company you are required to return all company-owned property, equipment, and documents, including electronic mail and/or other information.
9. And adhere to such terms and conditions appended to this document from time to time.

We look forward to working with you at Juspay.

Yours Sincerely,

For and on behalf of Juspay Technologies Private Limited



Shipra Pandit

HR Director

Acceptance of Internship Offer

I understand and accept the Internship Offer along with terms and conditions, set forth herein by signing at the end of this document and here under.

Candidate Signature ……

Name ……

Place and Date …….

Address ……

Cognizant

03-Dec-2021

Arikatla Gopi Venkata Sudheer
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Arikatla Gopi Venkata Sudheer,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.

- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: **Date: 06-12-2021**

AGN. Sathees

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

Cognizant

05-Jan-2022

Bhimireddy Bapireddy
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Bhimireddy Bapireddy,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

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At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: Bapi Reddy **Date:** 31/01/2022

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Building a better working world

EY Global Delivery Services India LLP
3rd Floor, Tower 'C',
RMZ Infinity, Old Madras Road,
Benniganahalli, K.R. Puram,
Bangalore - 560016
Karnataka , India

Tel: +91 080 6681 3000
Fax: +91 080 6681 3334
ey.com

24 September, 2021

Mr BHARAT KAUSHIK
H.N0.152,BASANT VIHAR COLONY, Behind ITI,
Palwal , Haryana,
Palwal,
Haryana - 121102

Contact No: 9306435403
Email: kaushikbharat61@gmail.com

Dear **BHARAT**,

Subject: Letter of intent

With reference to the campus selection process and the subsequent interviews that you had with us, we are pleased to extend a letter of intent subject to the following terms and conditions:

1. Position:

You will be offered a position in **"EY Global Delivery Services India LLP"** (the "Firm").

2. Date of joining and work location:

Your date of joining the company and work location will be communicated to you at a later stage.

3. Annual Fixed compensation:

You shall be paid an annual fixed compensation of **INR.4,28,572/-** per annum. The annual fixed compensation will be subject to applicable taxes as per the provision of IncomeTax Act & will be paid to you after deduction of income tax and other applicable taxes at source.

As per policy of the Firm, in addition to your fixed compensation you will be eligible to participate in the EY GDS Variable Pay Bonus Program, which drives a pay for performance approach providing differential reward based on EY GDS, business unit and personal performance. This will be payable on or before 31 August 2022. This is subject to you being employed with the Firm as on the date of payment of Variable Pay Bonus. Employees who join the Firm during the year will be eligible for a prorated Variable Pay Bonus payment. The Variable Pay Bonus amount is subject to income tax deduction as per rules prescribed under the tax laws.

4. Education Qualification:

This letter of intent is subject to your successful completion of Btech exams by September 2022.

Please note that a detailed offer letter would be issued to you subsequently.

Looking forward to a mutually beneficial association.

This file is signed using Digital Signature.

DocuSign Envelope ID: A8422585-B520-468D-909E-9942C92E3DE7

Building a better working world

Thanking you.

Yours faithfully,

for **EY Global Delivery Services India LLP**

Signed By : RAHUL DASGUPTA
Reason : Offer Letter
Location : Bangalore
Date: 24-09-2021 15:39:31

Authorized Signatory

This file is signed using Digital Signature.

Cognizant

03-Dec-2021

Harshavardhan Reddy Boosi
B.E. Computer Science
Sathyabama Institute of Science and Technology, Chennai

Dear Harshavardhan Reddy Boosi,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months**, starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

Cognizant

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting:

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: B Harsha Date: 08/12/2021

Cognizant

03-Dec-2021

Budde Saivarma
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Budde Saivarma,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

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Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
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Cognizant

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You will also be required to submit the following documents at the time of reporting;

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- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: **Date:**

Sai Laxmi

Cognizant

05-Jan-2022

Yemireddy Chaitanya
B.E. Computer Science
Sathyabama Institute of Science and Technology, Chennai

Dear Yemireddy Chaitanya,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

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Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
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- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

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Cognizant

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: Y. Chaitanya **Date:** 28-01-2022

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HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

24th January, 2022

Peddada Chetanroop
H.no:15-6-16/2, SCB Nagar,
Ramavaram,Kothagudem

Re.: **Internship with HCL Technologies Limited**

Dear **Peddada Chetanroop,**

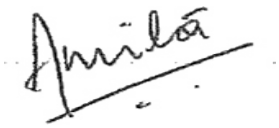
Congratulations!

This is in response to your application for internship dated **27th January,2022.**
We are pleased to offer you an internship in **HCL Technologies Limited** ("HCL" or "Company").

You are required to report to **Prakash Rajasekar** at the following Address **HCL Technologies Ltd, Chennai-AMB- 1, Amb. Ind. Estate, D12&12B** on **27th January, 2022** at **9:00 AM.**

The internship shall be governed by the terms and conditions as laid down hereunder in this internship agreement as stated in **ANNEXURE 1.**
We extend a warm welcome to you as an 'intern' in our establishment.

For HCL Technologies Limited,



Amrita Das
Senior Vice President, Head-Global Rewards

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

Internship Agreement - ANNEXURE 1

1. The duration of your internship would be **6 months**. Your internship shall come to an automatic end on **26th July, 2022**. Please note that this internship is not an offer for employment by the Company and doesn't create any employer and employee relation and neither of us intends any employment relationship to be created either now or at any time in the future, accordingly regulations governing employment with the Company will not apply to you.

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

3. During your internship with the Company, you will be paid a stipend of **Rs. 18000** per month, subject to deductions as per applicable tax laws.

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

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

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

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7. Your continuation in internship shall be subject to the satisfactory verification of your credentials, testimonials, etc. and the details given by you in your Application Form/ Declaration. Your internship shall be liable to be terminated summarily if it is found at any time that you have concealed any material information or given any false information/ particulars or convicted of or pleaded guilty of any offence or crime.

   For the avoidance of doubt, your signature in this Letter constitutes your express authorization to the Company (or the appointed third party) to conduct a background investigation on your credentials, as may be necessary.

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

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

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

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

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

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

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

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

16. You consent to the Company monitoring and recording any use that you make of the Company's electronic communications systems for the purpose of ensuring that the Company's rules are being complied with and for legitimate business purposes. You shall comply with any electronic communication systems policies, if any, that the Company may issue from time to time.

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17. Right to search

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

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

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

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

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

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

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

If all the above terms and conditions of internship are acceptable to you, please confirm your acceptance by signing and returning to us the duplicate of this Internship letter.
No commitments other than what is mentioned in this Internship Agreement will be applicable to you or entertained by us.

I accept the above terms & conditions

Student's Name:
Peddada
Chetanroop

Signature : 

Date : 25th January, 2022

Cognizant

03-Dec-2021

Danekula Siva Rama Krishna
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Danekula Siva Rama Krishna,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**



Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: 

Date: 05-12-2021

Cognizant

03-Dec-2021

Deepika R
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Deepika R,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
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- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: Deepika **Date:** 05/12/2021

Cognizant

17-Nov-2021

Dinesh V
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Dinesh V,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
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- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

Cognizant

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

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- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: V. Dinesh **Date:** 05/12/2021

Cognizant

02-Dec-2021

Sai Krishna Donthu
B.E. Computer Science
Sathyabama Institute of Science and Technology, Chennai

Dear Sai Krishna Donthu,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

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Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
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- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.

- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

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

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

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Please do not hesitate to call us for any information you may need.

We wish you good luck.

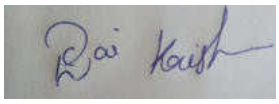
Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**



Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: **Date:07-12-2021**



Cognizant

03-Dec-2021

Emmady Varsha
B.E. Computer Science
Sathyabama Institute of Science and Technology, Chennai

Dear Emmady Varsha,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

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Cognizant

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- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: E. Varsha

Date: 7/12/2021

Cognizant

03-Dec-2021

Gandareddy Akhil Kumar Reddy
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Gandareddy Akhil Kumar Reddy,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

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- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: G. Akhil Kumar Reddy **Date:** 1/02/2022

Cognizant

13-Jan-2022

Mani Rohith Gantyada
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Mani Rohith Gantyada,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as *defined in the curriculum prior to the monthly stipend processing window for a given month based on your* performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: G.M.M **Date:** 28/01/2022

Cognizant



10-Feb-2022

Dear Ginka Gopi Ajay,
B.Tech, Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Candidate ID – 19205852

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**.You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee**

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR **401,988/-**. This includes an annual target incentive of INR **22,500 /-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR **450,500/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance, as applicable.

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

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program, if offered to you:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs

focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship (If offered to you):

a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.

b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program

c) There would be zero tolerance to malpractices and misconduct during Internship engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship terms and conditions from time to time.

3.2 Continuous Skill Development (CSD) Program (If offered to you):

a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrolment into the program.

b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

4. Training - Post Joining Cognizant:

Upon successful completion of Internship or CSD program (if offered to you), one of the below options would be followed based on business demands.

a) You could be onboarded directly to business without any additional training.
b) You could be deployed into a formal training based on business specific skill track and it can be used as basis towards your allocation to projects/roles.
c) You could be onboarded directly to business and be given on-the- job training, specific to their project or business needs.

We look forward to you joining us. Should you have any further questions or clarifications, please log into https://campus2Cognizant.cognizant.com

Yours sincerely,
For Cognizant Technology Solutions India Pvt. Ltd.



Maya Sreekumar
Vice President – Human Resources

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

Signature: **Date:**

Cognizant

Compensation and Benefits

Name: Ginka Gopi Ajay **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10500	126,000
2	HRA*	6300	75,600
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7349	88,188
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

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

• Floating Medical Insurance Coverage
• Round the Clock Group Personal Accident Insurance coverage
• Group Term Life Insurance
• Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
• Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

• From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Manager

SI No	Category of Leave	No. of leave days
1	Earned Leave	18
2	Sick Leave	12
3	Casual Leave	6

• From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit 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 Cognizant India Leave policy

Provident Fund Wages:

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

Employees State Insurance:

• Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.
• Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.
• ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

* **Flexible Benefit Plan:** Your compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best. This plan will enable you to
1. Choose from a bouquet of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

** **Incentive Indication:** Incentive amount may be higher, lower, or nil as per the terms described herein. The incentive program is discretionary, subject to change, and based on individual and company performance. It is prorated to the duration spent with Cognizant India for the calendar year and will be paid to you only if you are active on Cognizant's payroll on the day of incentive payout.

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

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

Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of _____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 expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

AND

Ginka Gopi Ajay, 21, residing at _____ (hereinafter referred to as " you", "your" or "yourself", which expression shall unless repugnant to the context or 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 honour 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 requirement. 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

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 information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the 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 breach. The obligations imposed upon you under this clause 5 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, or 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 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 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 notified 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 consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings 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. The shift timings may change from time to time as per

any Company policy and which will be notified to you in advance.
d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference check in line with the Company's 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 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, in case if your background verification report is found to be unfavorable or unsuccessful after you joining the Company, then the Company reserves the right to terminate your employment immediately.

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. The Code of Business Ethics
iii. Acceptable Use Policy and Social Media Policy
iv. Dress Code Policy

Additionally, you will also 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 which 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 the same carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines, processes, please reach out to your HR Talent Manager. It is your responsibility to keep yourself 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 on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (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 the demanding needs of our clients, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/trainings and avenues of up-skilling. 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 3 days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be 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 the employment of 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, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/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, which is 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 5, 6, 10 and 12 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 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 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 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 Company, its affiliates and their employees, contractors or clients without 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 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	**Ginka Gopi Ajay**
Sign: _____	Sign: _____
Name:	Name:

RapidData

Mr. Gongati sambasivarao
India

Date: 19 Nov 2021

Offer for Employment

Dear Mr. Gongati sambasivarao

With reference to your interview(s) and satisfactory performance during your training period, we are pleased to offer you employment in our organization, on the terms and conditions, mentioned in this letter for offer of appointment herein below.

You will work as an intern until you complete your current Engineering degree course. On successful completion of your degree, you will be confirmed as a full-time employee and will be issued a fresh offer letter detailing your salary and benefits.

During the internship period, these will be the terms and conditions of employment:

Department	: India Head Office
Designation	: Software Engineer Intern
Work Location	: Chennai, India
Internship Period	: Until B.E Course Completion
Stipend	: ₹8000 per month only

After successful completion if internship, you will be confirmed as 'Software Engineer' with a starting package of ₹3,50,000 per annum. A fresh offer letter detailing your salary and benefits will be issued.

1. DATE OF JOINING / APPOINTMENT DATE

This appointment will commence from your date of joining which should not be later than **13th Dec 2021**, provided that you indicate your acceptance to the same by signing and returning in duplicate a copy of this offer of appointment to us immediately and in any case within two (2) days from the date of this letter for offer of appointment.

You should report for joining at the place of posting on or before the above date of joining. You have to provide self-attested documents as mentioned below prior to the joining date: -

a) Signed Curriculum Vitae (CV).
b) Copy of Marksheets upto the 6th Sem
c) Copy of 10th and 12th Marksheets
d) Passport size photographs
e) Copy of Passport
f) 2 ID Proof Copies

2. DESIGNATION

You shall be designated as **Software Engineer Intern**.

3. REMUNERATION

Your Stipend will be **₹8000** per month.

Your stipend during the internship period shall be subject to deductions on account of any unauthorized and authorized absence, damage to any property of the company and all other matters as governed by the company's policy.

4. INTERNSHIP PERIOD

You will be designated as an intern until successful completion of your Engineering course. The company mandates that you must successfully clear all your semesters without any backlogs, failing which your employment may be terminated as deemed appropriate by the management. The management has the right to extend internship period or terminate your employment during the internship period if your performance is not found satisfactory.

5. EMPLOYEE CONTRACT

The company requires that every Software Engineer Intern must take an undertaking to serve the company for a minimum period of 2.5 years (30 months).
Please find details of the Employee undertaking attached along with the offer letter. **The employee has to print this on a stamp paper, sign and send this to our office within 1 week of receiving the offer letter. If the company does not receive this within 1 week, the offer will be deemed invalid.**

6. PLACE OF POSTING

Presently, you shall be based at Chennai, India. Your place of work may change in case of any relocation of the Company's offices. You are further liable to be transferred to any part within the Country/Overseas as decided by the Management in the interest of the company.

7. PERQUISITIES & HOLIDAYS

As an intern, you are only eligible to avail 1 Sick Leave (SL) per month during the Internship period. Any other leave taken in this period will be considered as unpaid leave. If more than 2 days leave is availed together, medical certificate must be provided.

In addition, you shall be entitled to national holidays as declared for the private sector by the government, or days in lieu where the Company requires you to work on such national holidays. Unavailed leaves will not be reimbursed as per Company's policy.

8. CONDUCT & DISCIPLINE

a) Official E-mail ID shall be communicated to you after joining. This will be a password-protected official email ID. Any correspondence /information including letter/notice of confirmation, transfer, promotion, termination, resignation, policy matters, etc. received/sent through such e-mail ID by or to you shall be an acceptable form of communication. You are required to keep the password of such e-mail ID confidential. This E-mail ID must be regularly checked for any communication. This E-mail ID should be used exclusively used for authorized official purposes only. You shall exclusively be responsible for any unauthorized and unapproved usage of this e-mail id.

b) You are expected to maintain high standards of Conduct and Excellence in all your assignments.

c) You shall discharge your duties and responsibilities faithfully and to the best of your ability and talent.

d) You shall at all times comply with the Company's policies.

9. GENERAL RULES

In all matters including those not specifically covered by this letter, such as, Incentives, will be governed as per the rules of the Company.

a) You will intimate in writing to the Management any change of address within a week from the change of the same, failing that any communication sent on your last recorded address shall be deemed to have served on you.

b) You will hand over the charge, the property and the material etc. of the company in your possession at the time of cessation of your employment with the company.

10. CESSATION OF SERVICE

a) The company has the right to terminate the employee during the internship period if found unsatisfactory in performance or due to misconduct with one day notice.

b) In case an employee, during the internship period, decides to leave the employment of the Company by way of resignation or otherwise then he/she shall be required to serve a prior notice of 1 Month from date of such resignation and acceptance by the approving authority, in lieu of such notice at the discretion of the Company. If an employee, during

internship period leaves the employment of the Company without following the above specified process, in such events the Company would be within its Rights to forfeit the sum(s) due to the employee, if any, and shall be also at liberty to take appropriate action including but not limited to termination and/or to claim damages(s) and/or loss(s) from the employee.

11. VERIFICATION

a) This Letter for offer of appointment is issued to you on the basis of your candidature, eligibility and on grounds of information/ documents provided by you to the company, which are believed as bonafide, genuine and true.

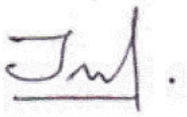
b) This appointment is based on the information supplied by you to us in your application/personal data form and otherwise, and will be considered null and void if a material error is discovered therein at any time, and your employment shall be terminated without any notice or salary in lieu thereof.

In case of any query regarding your offer of appointment letter you can contact us on hr@rapiddatatech.com.

Please sign the duplicate copy of this Letter for offer of appointment and return the same in confirmation of your acceptance of the appointment and all other terms and conditions as stated therein.

Wish you all the best and welcome you to our organization for a long-standing relationship.
Sincerely,

FOR MAGNA DATUM



AUTHORIZED SIGNATORY
HR Fresher Recruitment

ACCEPTANCE OF THE EMPLOYEE

I, hereby, agree to abide by the terms and conditions of this Letter for offer of Appointment and am aware that any lapse in my meeting the set performance standards/misconduct and any disciplinary issue would result in legal/disciplinary action against me/or employment. I agree to join on or before **13th Dec 2021**.

SIGNATURE OF THE EMPLOYEE

RapidData

EMPLOYEE CONTRACT AGREEMENT

THIS AGREEMENT is made on the 13th day of Dec 2021 between **Magna Datum Technologies Pvt. Ltd.**, a company registered under the Companies Act, 2013 and having its registered office at. R Block, No.138, Kovaipudur, Coimbatore, TN 641042 (hereinafter called the "company") of the one part and **Gongati sambasivarao** residing at DNo-1-14 Tempalli Village, Gannavaram mandal, Krishna District, Andhra Pradesh – 521286. (Hereinafter called the "Employee") of the other part.

WHEREAS

The company is desirous of appointing **Gongati sambasivarao** as 'Software Engineer Intern' and the Employee has agreed to on the terms and conditions outlined here below.

NOW THIS AGREEMENT WITNESSES as follow:

1. Subject to provisions for termination set forth below, term of employment will begin from 13th Dec 2021 to 13th Jun 2024. Organization may terminate this Agreement any time for any reason.
2. Your term of employment will be for 2.5 years from the date of appointment. If you leave the organization within the Internship period, you should give 1 month prior notice and shall unconditionally deposit an amount of 1.5 Lakh INR as training cost. After confirmation as a full-time employee, if you want to leave employment within period of 2.5 years from joining date, you should give 3 months prior notice and shall pay an amount of 2 Lakh INR as compensation for training cost before leaving the organization.
3. The Employee undertakes not to dispute the amount, and shall pay the amount, before requesting for formal relieving letter from the organization & at the same time organization has full right to initiate appropriate legal proceedings against the Employee in case of breach of this employment agreement.
4. In case you wish to leave the organization after 30 months period, you are required to give 3 months advance notice. Advance notice of 3 months can be submitted only after completion of 30 months.

By signing on this copy this shall be deemed as a mutual contract of agreement and the same shall be governed by the laws of India. It is also agreed that in case of any dispute, this will be contested within the limits of Coimbatore jurisdiction only.

SIGNATURE OF EMPLOYEE

Witness 1 Name, Address and Signature

Witness 2 Name, Address and Signature

SHOULD BE NOTARIZED BY GAZETTED OFFICER

HCL TECHNOLOGIES LTD.
Corporate Identity Number L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
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Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

24th January, 2022

Gopalchetty Vedanth
Sikarpai,Rayagada

Re.: **Internship with Hcl Technologies Limited**

Dear **Gopalchetty Vedanth,**

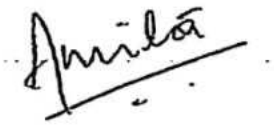
Congratulations!

This is in response to your application for internship dated **27th January, 2022.**
We are pleased to offer you an internship in **HCL Technologies Limited** ("HCL" or "Company").

You are required to report to **Prakash Rajasekar** at the following Address **HCL Technologies Ltd, Chennai-AMB-1, Amb. Ind. Estate, D12&12B** on **27th January, 2022** at **9:00 AM.**

The internship shall be governed by the terms and conditions as laid down hereunder in this internship agreement as stated in **ANNEXURE 1.**
We extend a warm welcome to you as an 'intern' in our establishment.

For HCL Technologies Limited,



Amrita Das
Senior Vice President, Head-Global Rewards

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www.hcl.com

Internship Agreement - ANNEXURE 1

1. The duration of your internship would be **6 months.**Your internship shall come to an automatic end on **26th July, 2022**. Please note that this internship is not an offer for employment by the Company and doesn't create any employer and employee relation and neither of us intends any employment relationship to be created either now or at any time in the future, accordingly regulations governing employment with the Company will not apply to you.

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

3. During your internship with the Company, you will be paid a stipend of **Rs.18000** per month, subject to deductions as per applicable tax laws.

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

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

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

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www.hcl.com

7. Your continuation in internship shall be subject to the satisfactory verification of your credentials, testimonials, etc. and the details given by you in your Application Form/ Declaration. Your internship shall be liable to be terminated summarily if it is found at any time that you have concealed any material information or given any false information/ particulars or convicted of or pleaded guilty of any offence or crime.

   For the avoidance of doubt, your signature in this Letter constitutes your express authorization to the Company (or the appointed third party) to conduct a background investigation on your credentials, as may be necessary.

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

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

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

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

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

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

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

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

16. You consent to the Company monitoring and recording any use that you make of the Company's electronic communications systems for the purpose of ensuring that the Company's rules are being complied with and for legitimate business purposes. You shall comply with any electronic communication systems policies, if any, that the Company may issue from time to time.

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17. Right to search

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

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

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

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

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

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

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

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

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

I accept the above terms & conditions

Student's Name: Gopalachetty vedanth

Signature : G.Vedanth.

Date : 25-01-2022

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Cognizant

05-Jan-2022

Gudimetla Anjali
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Gudimetla Anjali,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

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At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing,stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: Y. Anjali **Date:** 28/01/2022

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INTERNSHIP OFFER

Ref.:5387022/ 866416,
Date:01/07/2022,

Dear Nikhila Guntumadugu,

As per our discussion with you, we are pleased to inform you that you have been provided the opportunity to pursue your internship with Capgemini Technology Services India Limited (“Company” or “Capgemini”) during the period 01/10/2022 till 03/31/2022

You have to report by 8:30 am at office, for joining formalities and contact security at the main gate for your entry pass at

Address
Ground to 14th Floor of Development Block 1, Plot No 14,
Rajiv Gandhi Infotech Park, Phase III, Hinjewadi, Pune, Maharashtra - 411057

During the period of your internship, you will be entitled to an internship stipend of Rs. 22,000.00 /month. Please note aside from the stipend amount, you will not be entitled to any other re-imbursements or allowances.

Please note that your internship will not imply any kind of employment regular or contractual and the purpose is solely to facilitate your learning. We reserve the right to cancel/terminate the internship without notice and assigning any reason thereto.

Private Information Policy — You will be bound by the Capgemini Private Information Policy as described in Annex 1 for holding in confidence any trade secrets or confidential business and technical information of the Company or its clients.

Intellectual Properties — Additionally, you will also be bound by the Capgemini policy with respect to Intellectual Property as described in Annex 2

Note:

1.	The stipend processing will be as per Company policy notified from time to time.
2.	You must provide a valid bank account no. where you wish your stipend to be remitted and Permanent Account Number (PAN)/ AADHAR as identity and address proof. You are expected to provide accurate and correct information failing which Company shall not be responsible for any issue arising out of supplying of erroneous remittance information.
3.	During your internship in the Company, you are expected to adhere to the applicable Company policies and processes, failing which the Company has liberty to take appropriate steps.

You are required to treat this letter and its contents as strictly confidential and should not disclose the same to any person or entity (except to your advisors, attorneys and accountants, for seeking their advice) without our prior written consent.

At Capgemini, one of our goals is to afford all its interns the hands-on experience of its business operations, processes and services. Capgemini values your abilities and believes it can provide you with an atmosphere in which you can develop your professional talents to the fullest.

As acceptance of this internship with the Company, please sign in the space provided below and return a duplication version of this letter immediately to us within fifteen (15) days from the date of this letter.

Our internship opportunity shall automatically lapse unless you confirm your acceptance of it and return a copy to us within the prescribed time.

Yours sincerely,
For Capgemini Technology Services India Limited



Anil Kumar Singh
Head - Talent Acquisition & Resourcing

I accept the above offer on the terms indicated

_____ _____

Signature Date

ANNEX 1

PRIVATE INFORMATION

You agree with Capgemini that:

the work to which I am assigned is and will be of a private nature, and in connection with the performance of my assignment on behalf of Capgemini, its subsidiaries and affiliates (together with their predecessors and successors, the "Company"), the Company may make available to me information of a private nature as to the Company and the Company's clients' and prospective clients' business, strategies, methodologies, operations, technologies (including computer software), financial affairs, organizational and personnel matters, policies, procedures, trade secrets, programs, operations, clients, prospective clients, employees and other non-public matters, including those concerning third parties ("Private Information"). I agree that I will receive in strict confidence all such Private Information belonging to the Company or to its clients or prospective clients. I further agree to use my best efforts to maintain and to assist the Company in maintaining the confidentiality of all such Private Information, and to prevent it from coming into unauthorized hands.

I further agree that:

I. I will neither copy nor distribute any material, or other information constituting Private Information which comes into my possession as result of my assignment with the Company, other than for the Company use;

II. I will not during the period of my assignment with the Company nor at any time thereafter, directly or indirectly, disclose to others and/or use for my own benefit or for the benefit of others, Private Information acquired by me during the period of my assignment, except to the extent as may be reasonably necessary in the ordinary course of performing my duties as an Intern of the Company;

III. I will not disclose to the Company or attempt to induce the Company to use any Private Information or material to which the Company is not entitled;

IV. Upon termination of my internship with the Company, I will return to the Company or to the client or prospective client all materials and information that constitutes Private Information and any copies thereof and certify to the Company that I no longer have any rights to such materials or information, and I will represent that the original and all copies of such materials and information have been returned to the Company or to the client or prospective client.

V. I agree to abide by the ISMS policies and procedures as published by the organization from time to time.

ANNEX 2

INTELLECTUAL PROPERTY

I agree that all such inventions, software, manuscripts, documentation, improvement or other intellectual property shall be and remain the sole and exclusive property of the Company. I hereby agree to execute such assignments and other documents as the Company may consider appropriate to vest all right, title and interest therein to the Company. This provision does not apply to an invention for which no equipment, supplies, facility, or trade secret information of the Company was used and which was developed entirely on the my own time, unless (a) the invention relates (i) directly to the business of the Company or (ii) to the Company's actual or demonstrably anticipated research or development or (b) the invention results from any work performed for the Company. I agree that all services performed for the Company shall be the original work and shall not incorporate any third party materials or work in any third party asserts an ownership interest without the express written consent of the Company

Capgemini

UNDERTAKING & ACKNOWLEDGEMENT ("Undertaking")

I the undersigned, with reference to my acceptance of the internship opportunity with Capgemini do hereby unequivocally agree to abide by the Company's policy and further undertake as follows and execute this Undertaking & Acknowledgement ("Acknowledgment"):

1. I have been explained and provided an understanding of the company policies, and I do hereby undertake and state that during my internship with Capgemini, I shall adhere to the company policies, included but not limited to knowledge sharing, safeguarding of Company's and Client's intellectual property and copyright, code of conduct, ISMS etc. .

2. I agree to act in accordance with all of the provisions of the policies of the Company, and to safeguard all of the knowledge and information I receive in the course of my internship with the company, whether it is the property of Capgemini, its client, or some other entity which makes such knowledge or information available.

3. I will not use any knowledge, trade secrets or other information of the company or its clients including, except for the purpose of the work I am allotted in the course of my duties or as otherwise permitted by the company. Confidential Information does not extend to information already in the public domain unless such information arrived there by unauthorized means.

4. Without limiting the previous clause I undertake that I will not, nor will I attempt to:

a. Remove or take any such Confidential Information; or

b. Disclose Confidential Information to any third party other than in the proper course of my duties or as otherwise permitted by the company; or

c. Gain personal advantage from trading in or on the basis of Confidential Information; or

d. Cause or procure any other person to deal in the securities of any company on the basis of Confidential Information

e. Obtain nor claim any ownership interest in any knowledge or information obtained from Capgemini and its Clients.

5. Post termination of my internship with the Company, I recognize that I cannot disclose to any future employer, or use for my own purposes any Confidential Information I may have access to during my internship tenure with the Company.

6. I undertake to duly return all the assets received by me from the Company on the last day of my internship with the Company as may be identified. In the event I fail to return any of the Company assets, the Company is at liberty to take appropriate steps to recover the same including but not limited to withholding my stipend and deducting the suitable amount as may be recoverable.

7. Subject to Clause 8 below, I agree that any dispute arising out of this undertaking & acknowledgment ('Acknowledgment'), the Company and myself will make 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 respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. All disputes, differences and/or claims arising out of these presents or as to the construction, meaning or effect hereof or as to the rights and liabilities of the Parties hereunder and which cannot be settled by mutual conciliation shall be referred to Arbitration to be held in Mumbai in English Language in accordance with the Arbitration and Conciliation Act 1996, or any statutory amendments thereof and shall be referred to a sole Arbitrator to be appointed by Capgemini. The award of the Arbitrator shall be final and binding on the Parties.This Letter shall be governed and interpreted in accordance to the laws of India and the courts at Mumbai only shall have exclusive jurisdiction.

8. Notwithstanding the provisions of Clause 4, I agree that damages or an account of profits may be inadequate compensation for breach of this Acknowledgment and the company may seek an injunction or similar remedy to restrain any conduct or threatened conduct which is or may be a breach of this Acknowledgment.

9. This Acknowledgment is governed by the laws of Maharashtra, India. Each party submits to the non-exclusive jurisdiction of courts exercising jurisdiction there in connection with matters concerning this Acknowledgment.

I HAVE READ & UNDERSTOOD THE ABOVE ACKNOWLEDGEMENT AND AGREE TO BE BOUND BY ITS TERMS

_____ _____

Signature Date

CONSENT LETTER

For use of Personal Information & Sensitive Personal Data or Information

I,_____ _____residing at _____ _____ _____, do hereby provide my express consent to the Company Capgemini Technology Services India Limited , having its registered office at No.14, Rajiv Gandhi Infotech Park, Hinjawadi Phase III, MIDC – SEZ, Village Man, Taluka Mulshi, Pune – 411057, Maharashtra"(hereinafter referred to as the "Company", which expression shall unless repugnant to the context or meaning thereof mean and include its successors, nominees, assigns and administrators) as follows:

1. That I acknowledge and provide my consent to the Company to collect, store, process, transfer and share my personal information and sensitive personal data or information and information of my dependents wherever applicable, (including sensitive personal information like bank accounts, PAN, blood group, biometric information, medical record, email addresses etc.) for purposes deemed appropriate by the Company from time to time, including but not limited to:

   a) for the purpose of verifying the information submitted by me basis which I have been made an offer of employment,

   b) stipend processing

   c) law enforcement agencies,

   d) to comply with a judicial/quasi judicial order,

   e) auditor (including internal auditors, statutory auditors or Capgemini's clients or their auditor) for the purpose of audit,

   f) insurance companies for the purpose of group insurance, personal accident insurance etc.

   f) service providers providing services for biometric access to office premises for monitoring attendance.

2. Further, I also acknowledge and provide my consent to the Company to transfer and share (within India and outside of India) such information with:
   a. affiliates of the Company for administrative purposes and/or audit;
   b. clients/prospects in relation to any staff augmentation assignments.

3. That I agree and confirm that this consent letter shall be construed in accordance with the laws of India and the courts in Mumbai shall have exclusive jurisdiction to adjudicate upon any dispute that may arise in relation to this Consent Letter.
4. That should any provisions of this consent letter be held by a court of law to be illegal, invalid or unenforceable, the legality, validity and enforceability of the remaining provisions of this consent letter shall not be affected or impaired thereby.
5. I hereby declare that the execution of this consent letter has been done out of my own free will and consent and without any undue force or coercion in any manner whatsoever.
6. I am aware that I have the right to access and rectify my sensitive personal data or information provided to the Company and corresponding obligation to immediately update my sensitive personal data or information inCompany's records in the event of any change.
7. I am aware that Company has adopted security practices and procedure to ensure that the information collected is secure and these are available on the Company's intranet.

This consent letter shall come into force immediately upon its execution by me.

Name:
Signature:
Date:

Cognizant

11-Jan-2022

Sairam Reddy Gurrala
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Sairam Reddy Gurrala,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

• The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
• Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
• There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
• You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
• You may be required, to travel to other locations within India if there is a business need as per your internship program
• Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
• Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
• Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

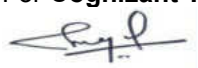
You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

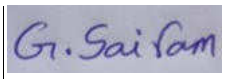
We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**



Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature:  **Date: 28-01-2022**

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freshworks

06th April 2022

Sairam Nani
sairamnani24@gmail.com

Dear Sairam Nani,

Congratulations! I am pleased to present you this offer of an internship with Freshworks Technologies Pvt. Ltd. ("**Freshworks**") as an **Intern – Software Engineering in Test for Testing and Automation roles.** You will be deployed for the purpose of acquiring practical work experience and knowledge of business practice. This internship offer letter ("**Offer Letter**") does not constitute a contract and must not be construed as an Employment Agreement.

The terms of your internship with Freshworks, on your acceptance of this offer, are set forth below ("Terms"):

1. **Position**. You will be responsible for duties outlined in the attached job description or as outlined by your mentor, which will be shared with you on the start date of your internship. You will report to **Jayaprakash Ramakrishnan**. You will work at our facility located in Chennai, Tamil Nadu. Freshworks may change your position, duties, and work location from time to time at its discretion.

2. **Cash Compensation**: You will be paid a consolidated stipend of Rs.**20,000 /-** (Rupees Twenty Thousand Only) per month for your services, less deductions and withholdings, payable in accordance with Freshworks' standard payroll schedule.

   Your regular work schedule is from **09:00 a.m. to 05:00 p.m.**, Monday through Friday. However, your schedule may be modified and you will be scheduled according to Freshworks' needs. Freshworks does not guarantee you any minimum number of hours of work per week.

3. **Benefits:** As an intern, you will not be eligible for Freshworks' employee benefits as required by law for employees, since the internship is not to be construed as employment.

4. **Confidential Information and Inventions Assignment Agreement**: As an intern with Freshworks, you are required to follow its rules and regulations. Therefore you will be asked to acknowledge and sign and comply with the Confidential Information and Inventions Assignment Agreement attached hereto as Schedule I ("**Schedule I**"), which prohibits, among other things, the unauthorized use or disclosure of Freshworks' confidential and proprietary information.

5. **Freshworks Policies**: As an intern, you agree to comply fully with all Freshworks policies and procedures, as amended and implemented from time to time, including, without limitation, regulatory and compliance procedures. In order to retain necessary flexibility in the administration of its policies and procedures, Freshworks reserves the right to change or revise its policies and procedures. During and after your internship, you will be expected not to use or disclose any confidential information, including trade secrets, of any third party, including any former employer or other person to whom you have an obligation of confidentiality. Rather, you will be expected to use only that information which is generally known and used by persons with training and experience comparable to your own, which is common knowledge in the industry or otherwise legally in the public domain, or which is otherwise provided or developed by Freshworks. You agree that you will not bring onto Freshworks premises any confidential

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documents or property belonging to any third party, including any former employer or other person to whom you have an obligation of confidentiality. You hereby represent that you have disclosed to Freshworks any contract you have signed that may restrict your activities on behalf of Freshworks.

6. **Data Protection and Privacy**: Please review Schedule II attached hereto regarding data protection and privacy. By signing this offer letter, you confirm: (a) that, where Freshworks' processing of your personal information is based upon your consent (as described in Freshworks' Staff Privacy Notice) or your consent is otherwise required by applicable law, you consent to the processing of your personal information (including sensitive or special categories of personal information) as described in Schedule II and in the Freshworks' Staff Privacy Notice, and (b) that you will process staff, customer, supplier and other third party personal information strictly in accordance with applicable data protection laws and Freshworks' data protection and information security policies.

7. **No Assignment**: All of your rights and obligations hereunder are personal to you and may not be transferred or assigned by you at any time. Freshworks may assign its rights under these Terms to any entity that assumes Freshworks' obligations hereunder in connection with any sale or transfer of all or a substantial portion of Freshworks' assets to such entity.

8. **Tax Matters**: Stipend referred to in this offer letter are subject to reduction to reflect applicable withholding and payroll taxes and other deductions required by law, if any. You agree that Freshworks does not have a duty to design its stipend policies in a manner that minimizes your tax liabilities, and you will not make any claim against Freshworks or its Board of Directors related to tax liabilities arising from your stipend.

9. **Working at Freshworks**: While you intern with Freshworks, you will not engage in any other employment, consulting or other business activity (whether full-time or part-time) that would create a conflict of interest with Freshworks. By signing this offer letter, you confirm to Freshworks that you have no contractual commitments or other legal obligations that would prohibit you from performing your duties for Freshworks.

   If, through accident, illness or other reasons, you are prevented from the execution of your duties, you shall be obliged to notify your manager immediately as to the anticipated duration of the disability to work. Freshworks may ask you to submit a certificate of disability to work, from a general physician in case of accident or illness. If the period of disability to work is longer than 3 working days in a month, Freshworks, in addition to the rights above mentioned and elsewhere in the agreement, will have the right to withhold the amount pro-rated for such time of absence. For any other reason of absence or disability to work due to you being suspended, Freshworks reserves the right to terminate your internship forthwith, and never be obliged to process your application for interning again or for employment.

10. **Internship Relationship:** Your internship with Freshworks is temporary. Your assignment will continue until no later than **June 30, 2022**, which will be your internship termination date unless your internship is terminated earlier by you or by Freshworks. Continued work beyond **June 30, 2022** does not automatically convert your internship to full or part time employment.

    Your internship with Freshworks will be "at will," meaning that either you or Freshworks may terminate your internship at any time and for any reason, with or without cause. Any contrary representations that may have been made to you are superseded by this offer letter. Although your duties, title, stipend and benefits, as well as Freshworks' personnel policies and procedures, may change from time to time, the "at will" nature of your internship may only be changed in an express written agreement signed by you and a duly authorized officer of Freshworks (other than you).

11. **Interpretation, Amendment and Enforcement**: Upon your acceptance of this offer, these Terms together with the Confidential Information and Inventions Assignment Agreement constitutes the complete agreement between you and Freshworks, contains all of the terms of your internship with

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Freshworks and supersedes any prior agreements, representations or understandings (whether written, oral or implied) between you and Freshworks. These Terms may not be amended or modified, except by an express written agreement signed by both you and a duly authorized officer of Freshworks. These Terms and the resolution of any disputes as to the meaning, effect, performance or validity of these Terms or arising out of, related to, or in any way connected with, these Terms, your internship with Freshworks or any other relationship between you and Freshworks (the "**Disputes**") will be governed by the laws of India excluding laws relating to conflicts or choice of law. You and Freshworks submit to the exclusive personal jurisdiction of the state courts of Chennai, Tamil Nadu, India in connection with any Dispute or any claim related to any Dispute.

12. **Arbitration**. To ensure the rapid and economical resolution of disputes that may arise in connection with your internship with Freshworks, you and Freshworks agree that any and all disputes, claims, or causes of action, in law or equity, arising from or relating to the enforcement, breach, performance, or interpretation of this offer letter, your internship with Freshworks, or the termination of your internship, shall be first resolved through mediation, and if not resolved by that, then through arbitration pursuant to the Arbitration Act, 1996 to the fullest extent permitted by law, by final, binding and confidential arbitration, administered by Nani Palkhivala Arbitration Centre (NPAC) before a single arbitrator in Chennai, Tamil Nadu pursuant to its arbitration rules and procedures. Nothing in this offer letter is intended to prevent Freshworks from obtaining injunctive relief in court to prevent irreparable harm pending the conclusion of any such arbitration. Any awards or orders in such arbitrations may be entered and enforced as judgments in court of competent jurisdiction.

Please sign and date this letter and the Confidential Information and Inventions Assignment Agreement to signify your acceptance of this offer and to accept internship at Freshworks under the terms described above. This offer, if not accepted, will expire at the close of business on **April 9th, 2022.** This offer of internship is contingent upon the satisfactory results of a background check to be performed. Your internship with Freshworks is contingent upon you providing legal proof of your identity and authorization to work in India. Your internship is also contingent upon you starting with Freshworks on **April 11th, 2022**. If you are unable to provide documentation of your authorization to work in India, or if you are unable to start work with Freshworks on the Start Date, this offer letter will have no effect and you will not be able to intern by Freshworks.

I look forward to welcoming you as part of our fast growing global team on the Start Date set forth above.

Sincerely,

DocuSigned by:
Divya Balraj
0B4550C073E9469...

Name: **Divya Balraj**
Title: **Senior Director, Talent Acquisition**
For and behalf of Freshworks Technologies Private Limited

I understand and accept the terms of this internship offer.

_____
Name

_____
Date

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freshworks

Schedule I: Confidential Information and Inventions Assignment Agreement

1. Confidential information

A. Company Information: I agree at all times to hold in strictest confidence, and not to use, except for the benefit of the Company, or to disclose to any person, firm or corporation without written authorization of the President and the Board of Directors of the Company, any Company Confidential Information. I understand that my unauthorised use or disclosure of Company Confidential Information may lead to legal action by the Company. I acknowledge that my unauthorised use or disclosure of Company Confidential Information will cause irreparable damage to the Company for which compensation in money alone would not afford adequate relief and therefore, the Company will be entitled, to obtain injunctive relief to protect its rights under this Agreement in addition to any and all other remedies available to it at law or in equity. I understand that "**Company Confidential Information**" means any; and all confidential knowledge or data of the Company, and includes any confidential knowledge or data that Company has received, or receives in the future, from third parties that Company has agreed to treat as confidential and to use for only certain limited purposes. By way of illustration but not limitation, Confidential Information includes (a) trade secrets, inventions, ideas, processes, formulas, software in source or object code, data, technology, know-how, designs and techniques, and any other work product of any nature, and all Intellectual Property Rights in all of the foregoing (collectively, "**Inventions**"), including all Company Inventions (as defined in Section 2.B.); (b) information regarding research, development, new products, business and operational plans, budgets, unpublished financial statements and projections, costs, margins, discounts, credit terms, pricing, quoting procedures, future plans and strategies, capital-raising plans, internal services, suppliers and supplier information; (c) information about customers and potential customers of Company, including customer lists, names, representatives, their needs or desires with respect to the types of products or services offered by Company, and other non-public information; (d) information about Company's business partners and their services, including names, representatives, proposals, bids, contracts, and the products and services they provide; (e) information regarding personnel, employee lists, compensation, and employee skills; and (f) any other non-public information that a competitor of Company could use to Company's competitive disadvantage. However, Company agrees that I am free to use information that I knew prior to my internship with Company or that is, at the time of use, generally known in the trade or industry through no breach of this Agreement by me. Company further agrees that this Agreement does not limit my right to discuss my internship or discuss or disclose information about unlawful acts in the workplace, such as harassment or discrimination or any other conduct that I have reason to believe is unlawful, or report possible violations of law or regulation with any central, state or local government agency, or to discuss the terms and conditions of my internship with others to the extent expressly permitted by law, or to the extent that such disclosure is protected under the applicable provisions of law or regulation, including but not limited to "whistleblower" statutes or other similar provisions that protect such disclosure, to the extent any such rights are not permitted by applicable law to be the subject of nondisclosure obligations.

B. Former Employer Information: During my internship with the Company, I agree that I will not improperly use, disclose confidential information or trade secrets, if any, of any third party, including any former employer or any other person to whom I have an obligation of confidentiality, or induce the Company to use any proprietary information or trade secrets of any former or concurrent employer or other person or entity. I further agree that I will not bring onto the premises of the Company or transfer onto the Company's technology systems any confidential document, proprietary information or trade secrets belonging to any third parties including any such former employer, person or entity unless consented to in writing by both Company and such employer, person or entity.

C. Third-Party Information: I recognize that the Company may have received and, in the future, may receive from third parties their confidential and/or proprietary knowledge, data or information ("**Third Party Information**") subject to a duty on Company's part to maintain the confidentiality of such information and to use it only for certain limited purposes. During my internship and thereafter, I will hold Third Party Information in confidence and will not disclose to anyone (other than Company personnel who need to know such information in connection with their work for Company) or use, except in connection with my work for Company, Third Party Information unless expressly authorized by an officer of Company in writing.

D. Term of Nondisclosure Restrictions: I agree that I will only use or disclose Company Confidential Information and Third Party Information as provided in this Section 1 and I agree that the restrictions in this Section 1 are intended to continue indefinitely, even after my internship with the Company ends. However, if a time

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limitation on my obligation not to use or disclose Company Confidential Information and Third Party Information is required under applicable law, and the Agreement or its restriction(s) cannot otherwise be enforced, Company and I agree that the two (2) year period after the date my internship ends will be the time limitation relevant to the contested restriction; provided, however, that my obligation not to disclose or use trade secrets that are protected without time limitation under applicable law shall continue indefinitely.

2. Inventions

A. **Definitions**: The term (a) **"*Intellectual Property Rights*"** means all past, present and future rights of the following types, which may exist or be created under the laws of any jurisdiction in the world: trade secrets, Copyrights, trademark and trade name rights, mask work rights, patents and industrial property, and all proprietary rights in technology or works of authorship (including, in each case, any application for any such rights, all rights to priority, and any rights to apply for any such rights, as well as all rights to pursue remedies for infringement or violation of any such rights); (b) "***Copyright***" means the exclusive legal right to reproduce, perform, display, distribute and make derivative works of a work of authorship (for example, a literary, musical, or artistic work) recognized by the laws of any jurisdiction in the world; and (c) "***Company Inventions***" means any and all Inventions (and all Intellectual Property Rights related to Inventions) that are made, conceived, developed, prepared, produced, authored, edited, amended, reduced to practice, or learned or set out in any tangible medium of expression or otherwise created, in whole or in part, by me, either alone or with others, during my internship with the Company, and all printed, physical, and electronic copies, and other tangible embodiments of Inventions.

B. Inventions Retained and Licensed: I have attached hereto as Annexure 1 to this agreement (the "***Agreement***"), a list describing all inventions, discoveries, original works of authorship, developments, designs, improvements, and trade secrets, (i) which were conceived in whole or in part by me and in which I have any right, title or interest and were made or acquired by me prior to my date of internship with the Company, and (ii) which may relate to the Company's proposed business, products, or research and development, and (iii) are not to be assigned to the Company ("***Prior Inventions***"); or, if no such list is attached, I represent and warrant that there are no such Inventions exists that would be classified as Prior Inventions as of the date of this Agreement. Furthermore, I represent and warrant that the inclusion of any Prior Inventions from Annexure 1 of this Agreement will not materially affect my ability to perform all obligations under this Agreement. If I incorporate into or use in connection with any design, product, process, service, technology or other work by or on behalf of Company any Prior Invention, (i) I will immediately notify Company in writing, and (ii) unless Company and I agree otherwise in writing, I hereby grant to the Company a nonexclusive, perpetual, transferable, fully-paid, royalty-free, irrevocable, worldwide license, with rights to sublicense through multiple levels of sublicensees, to reproduce, make derivative works of, distribute, publicly perform, and publicly display in any form or medium (whether now known or later developed), make, have made, use, sell, import, offer for sale, and exercise any and all present or future rights in such Prior Invention as part of or in connection with such product, process, service, technology or other work and to practice any method related thereto. To the extent that any third parties have any rights in or to any Prior Inventions, I represent and warrant that such third party or parties have validly and irrevocably granted to me the right to grant the license stated above.

C. Assignment of Inventions: I agree that I will promptly make full written disclosure to the Company, will hold in trust for the sole right and benefit of the Company, and hereby assign to the Company, or its designee, (generally and without any limitation, for the whole term thereof throughout the whole world) all my right, title, and interest in and to any and all inventions, original works of authorship, developments, concepts, improvements, designs, discoveries, ideas, trademarks or trade secrets, whether or not patentable or registrable under patent, copyright or similar laws, related to the Company's business, which I may solely or jointly conceive or develop or reduce to practice, or cause to be conceived or developed or reduced to practice, or with the use of Company's equipment, supplies, facilities, or Company Confidential Information (collectively referred to as "***Inventions***").

I further acknowledge that the Company is the first owner of copyright in all "works" (as defined in the Indian Copyright Act, 1957 as amended from time to time) made by me (solely or jointly with others) in the course of my internship with the Company. I understand and agree that the decision whether or not to commercialize or market any Inventions is within the Company's sole discretion and for the Company's sole benefit and that no royalty or other consideration will be due to me as a result of the Company's efforts to commercialize or market any such Inventions. In order to assist in the determination of which inventions qualify for such exclusion, I will

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advise the Company promptly in writing, during and after the term of my internship, of all Inventions solely or jointly conceived or developed or reduced to practice by me during the period of my internship.

D. Obligation to Keep Company Informed: During my internship with the Company, I will promptly and fully disclose to Company in writing all Inventions that I author, conceive, or reduce to practice, either alone or jointly with others.

E. Maintenance of Records: I agree to keep and maintain adequate, current, accurate, and authentic written records of all Inventions made by me (solely or jointly with others). The records will be in the form of notes, sketches, drawings, electronic files, reports, or any other format that may be specified by the Company. The records are and will be available to and remain the sole property of the Company always.

F. Patent and Copyright Registrations: I agree to assist the Company, or its designee, at the Company's expense, in every proper way to secure the Company's rights in the Inventions and any rights relating thereto in any and all countries, including the disclosure to the Company of all pertinent information and data with respect thereto, the execution of all applications, specifications, oaths, assignments and all other instruments which the Company shall deem proper or necessary in order to apply for, register, obtain, maintain, defend, and enforce such rights and in order to assign and convey to the Company, its successors, assigns, and nominees the sole and exclusive rights, title and interest in and to such Inventions and any rights relating thereto, and testifying in a suit or other proceeding relating to such Inventions and any rights relating thereto. I further agree that my obligation to execute or cause to be executed, when it is in my power to do so, any such instrument or papers shall continue after the termination of this Agreement. If the Company is unable because of my mental or physical incapacity or for any other reason to secure my signature with respect to any Inventions including, without limitation, to apply for or to pursue any application for any United States or foreign patents or copyright registrations covering such Inventions, then I hereby irrevocably designate and appoint the Company and its duly authorized officers and agents as my agent and attorney in fact, to act for and in my behalf and stead to execute and file any papers, oaths and to do all other lawfully permitted acts with respect to such Inventions with the same legal force and effect as if executed by me.

G. Moral Rights: To the extent allowed by applicable law, the terms of this Section 2 include all rights of paternity, integrity, disclosure, withdrawal and any other rights that may be known as or referred to as moral rights, artist's rights, droit moral or the like (collectively, "**Moral Rights**"). To the extent, I retain any such Moral Rights under applicable law, I hereby ratify and consent to any action that may be taken with respect to such Moral Rights by or authorized by the Company and agree not to assert any Moral Rights with respect thereto. I will confirm any such ratification, consent or agreement from time to time as requested by the Company. Furthermore, I agree that notwithstanding any rights of publicity, privacy or otherwise (whether or not statutory) anywhere in the world and without any further compensation, the Company may and is hereby authorized to use my name, likeness and voice in connection with promotion of its business, products and services and to allow others to do so.

H. Incorporation of Software Code: I agree not to incorporate into any Inventions, including any Company software, or otherwise deliver to Company, any software code licensed under the GNU General Public License, Lesser General Public License, or any other license that, by its terms, requires or conditions the use or distribution of such code on the disclosure, licensing, or distribution of any source code owned or licensed by Company, except in strict compliance with Company's policies regarding the use of such software or as directed by Company.

3. Conflicting Obligations

A. Current Obligations: During my internship with the Company, I will not engage in or undertake any employment, occupation, consulting relationship or commitment with a competing business, nor will I engage in any other activities that conflict with my obligations to the Company.

B. Prior Relationships: Without limiting Section 3.A, I represent that I have no other agreements, relationships or commitments to any other person or entity that conflict with my obligations to the Company under this Agreement or my ability to perform the services for the Company. I further agree that if I have signed a confidentiality agreement or similar type of agreement with any former employer or other entity, I will comply with the terms of any such agreement to the extent that its terms are lawful under applicable law. I represent and warrant that after undertaking a careful search (including searches of my computers, cell phones, electronic devices and documents), I have returned all property and confidential information belonging to all prior

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employers. Moreover, in the event that the Company or any of its directors, officers, agents, employees, investors, shareholders, administrators, affiliates, divisions, subsidiaries, predecessor or successor corporations, or assigns issued based on any obligation or agreement to which I am a party or am bound, I agree to fully indemnify the Company, its directors, officers, agents, employees, investors, shareholders, administrators, affiliates, divisions, subsidiaries, predecessor and successor corporations, and assigns for all verdicts, judgments, settlements, and other losses incurred by the Company (the indemnitee) in the event that it is the subject of any legal action resulting from any breach of my obligations under this Agreement, as well as any reasonable attorneys' fees and costs.

4. **Returning Company Documents:** Upon demand by the Company, I will immediately deliver to the Company, and will not keep in my possession, recreate or deliver to anyone else, any and all Company property, including, but not limited to, Company Confidential Information, Third Party Information, as well as all devices and equipment belonging to the Company (including computers, handheld electronic devices, telephone equipment, and other electronic devices), Company credit cards, records, data, notes, notebooks, reports, files, proposals, lists, correspondence, specifications, drawings blueprints, sketches, materials, photographs, charts, all documents and property, and reproductions of any of the aforementioned items that were developed by me pursuant to my relationship with the Company, obtained by me, or otherwise belonging to the Company, its successors or assigns, including, without limitation, those records maintained pursuant to Section 2.E.

5. **No Solicitation of Employees, Consultants or Contractors.** To the extent permitted by applicable law, I agree that during my internship and for the one (1) year period after the date my internship ends for any reason, including but not limited to voluntary termination by me or involuntary termination by Company, I will not, as an officer, director, employee, consultant, owner, partner, or in any other capacity, either directly or through others (except on behalf of Company) solicit, induce, encourage any person known to me to be an intern, employee, consultant, or independent contractor of Company to terminate his, her or its relationship with Company.

6. **Legal and Equitable Remedies.** I agree that (a) it may be impossible to assess the damages caused by my violation of this Agreement or any of its terms, (b) any threatened or actual violation of this Agreement or any of its terms will constitute immediate and irreparable injury to Company, and (c) Company will have the right to enforce this Agreement by injunction, specific performance or other equitable relief, without bond and without prejudice to any other rights and remedies that Company may have for a breach or threatened breach of this Agreement. If Company enforces this Agreement through a court order, I agree that the restrictions under Section 5 will remain in effect for a period of twelve (12) months from the effective date of the order enforcing the Agreement.

7. **Notification:** If I leave the Company, I hereby grant consent to notification by the Company about my obligations under this Agreement.

8. **Non-Disparagement:** I agree not to make any statements, written or verbal, or cause or encourage others to make any statements, written or verbal, that defame, disparage or in any way criticize the personal or business reputation, practices, services, products, or conduct of the Company, its interns, employees, directors, officers, shareholders, clients, associates or agents.

9. **Representations:** I agree to execute any proper oath or verify any proper document required to carry out the terms of this Agreement. I represent that my performance of all the terms of this Agreement will not breach any agreement to keep in confidence proprietary information acquired by me in confidence or in trust prior to this Agreement. I hereby represent and warrant that I have not entered into, and I will not enter into, any oral or written agreement in conflict herewith.

10. **Notices:** Any notices required or permitted under this Agreement will be given to Company at its headquarters location at the time notice is given, labeled "Attention Chief Legal Officer," and to me at my address as listed on Company payroll, or at such other address as Company or I may designate by written notice to the other. Notice will be effective upon receipt or refusal of delivery. If delivered by certified or registered mail, notice will be considered to have been given five (5) business days after it was mailed, as evidenced by the postmark. If delivered by courier or express mail service, notice will be considered to have been given on the delivery date reflected by the courier or express mail service receipt.

11. **Publication of This Agreement to Subsequent Employer or Business Associates of Employee:** If I am offered employment, or the opportunity to enter into any business venture as owner, partner, consultant or other capacity, while the restrictions in Section 5 of this Agreement are in effect, I agree to inform my potential employer, partner,

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co-owner and/or others involved in managing the business I have an opportunity to be associated with, of my obligations under this Agreement and to provide such person or persons with a copy of this Agreement. I agree to inform Company of all employment and business ventures which I enter into while the restrictions described in Section 5 of this Agreement are in effect and I authorize Company to provide copies of this Agreement to my employer, partner, co-owner and/or others involved in managing the business I have an opportunity to be associated with and to make such persons aware of my obligations under this Agreement.

12. **Reasonableness of Restrictions**. I have read this entire Agreement and understand it. I agree that (a) this Agreement does not prevent me from earning a living or pursuing my career, and (b) the restrictions contained in this Agreement are reasonable, proper, and necessitated by Company's legitimate business interests. I represent and agree that I am entering into this Agreement freely, with knowledge of its contents and the intent to be bound by its terms. If a court finds this Agreement, or any of its restrictions, are ambiguous, unenforceable, or invalid, Company and I agree that the court will read the Agreement as a whole and interpret such restriction(s) to be enforceable and valid to the maximum extent allowed by law. If the court declines to enforce this Agreement in the manner provided in this Section, Company and I agree that this Agreement will be automatically modified to provide Company with the maximum protection of its business interests allowed by law, and I agree to be bound by this Agreement as modified.

13. **General Provisions:**

1. Governing Law: This Agreement will be governed by the laws of India without giving effect to any choice of law rules or principles that may result in the application of the laws of any jurisdiction other than India.

2. Entire Agreement: The obligations in Sections **Error! Reference source not found.** and **Error! Reference source not found.** of this Agreement will apply to any time during which I was previously engaged, or am in the future engaged, by Company as an intern, consultant, employee or other service provider if no other agreement governs nondisclosure and assignment of inventions during such period. This Agreement, together with the Annexure 1 herein and the Offer Letter of even date executed by the Company and myself, sets forth the entire agreement and understanding between the Company and me relating to the subject matter herein and supersedes all prior discussions or representations between us including, but not limited to, whether written or oral, ***provided, however***, if, prior to execution of this Agreement, Company and I were parties to any agreement regarding the subject matter hereof, that agreement will be superseded by this Agreement prospectively only, except that any restrictive covenant provisions of such agreement shall not be superseded and shall remain in effect and enforceable without limiting or affecting the provisions of this Agreement. No modification of or amendment to this Agreement, nor any waiver of any rights under this Agreement, will be effective unless in writing signed by the President of the Company and me.

3. Severability: If one or more of the provisions, subsections or sentences contained in this Agreement will for any reason be held to be invalid, illegal or unenforceable in any respect, such provisions shall be substituted with a new provision that most nearly fulfils or promotes the purpose of the provision and is consistent with such law, the remaining provisions will continue in full force and effect. If moreover, any one or more of the provisions contained in this Agreement will for any reason be held to be excessively broad as to duration, geographical scope, activity or subject, it will be construed by limiting and reducing it, so as to be enforceable to the extent compatible with the applicable law as it will then appear.

4. Successors and Assigns: This Agreement will be binding upon my heirs, executors, assigns, administrators and other legal representatives and will be for the benefit of the Company, its successors, assigns, parent corporation, subsidiaries, affiliates, and purchasers. There are no intended third-party beneficiaries to this Agreement except as expressly stated. Notwithstanding anything to the contrary herein, Company may assign this Agreement and its rights and obligations under this Agreement to any successor to all or substantially all of Company's relevant assets, whether by merger, consolidation, reorganization, reincorporation, sale of assets or stock, or otherwise. For avoidance of doubt, Company's successors and assigns are authorized to enforce Company's rights under this Agreement.

5. Waiver: Waiver by the Company of a breach of any provision of this Agreement will not operate as a waiver of any preceding or subsequent breach. No waiver by Company of any right under this Agreement will be construed as a waiver of any other right. Company will not be required to give notice to enforce strict adherence to all terms of this Agreement.

6. Export: I agree not to export, reexport, or transfer, directly or indirectly, any U.S. technical data acquired from Company or any products utilizing such data, in violation of the United States export laws or regulations.

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7. Advice of Counsel. I ACKNOWLEDGE THAT, IN EXECUTING THIS AGREEMENT, I HAVE HAD THE OPPORTUNITYRIGHT TO SEEK THE ADVICE OF INDEPENDENT LEGAL COUNSEL, AND I HAVE READ AND UNDERSTOOD ALL OF THE TERMS AND PROVISIONS OF THIS AGREEMENT. THIS AGREEMENT WILL NOT BE CONSTRUED AGAINST ANY PARTY BY REASON OF THE DRAFTING OR PREPARATION OF THIS AGREEMENT.

8. Survivorship: Unless otherwise specifically provided for in this Agreement, the rights and obligations of the parties to this Agreement will survive the end of my relationship with the Company.

9. Assignment: This Agreement and all my rights and obligations hereunder are personal to me and may not be transferred or assigned by me at any time. The Company may freely assign its rights under this Agreement without my prior written consent.

I hereby agree and accept

_____

Signature

Annexure 1

LIST OF PRIOR INVENTIONS AND ORIGINAL WORKS OF AUTHORSHIP

1. Except as listed in Section 2 below, the following is a complete list of all Prior Inventions:

☐ No Prior Inventions.
☐ See below:

Title	Date	Identifying Number or Brief Description

☐ Additional sheets attached.

2. Due to a prior confidentiality agreement, I cannot complete the disclosure under Section 1 above with respect to the Prior Inventions generally listed below, the intellectual property rights and duty of confidentiality with respect to which I owe to the following party(ies):

	Excluded Invention	Party(ies)	Relationship
1.			
2.			
3.			

☐ Additional sheets attached.

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Schedule II: Data Protection

Use of your personal information for internship-related purposes

A. In connection with your internship with Freshworks, Freshworks must process certain personal information about you. The personal information that Freshworks will process, the purposes why Freshworks processes that personal information, and the rights you can exercise over Freshworks' use of your personal information, are explained in Freshworks' Staff Privacy Notice.

B. Freshworks may process certain information about you that is "sensitive" or "special categories" of personal information under applicable data protection laws. If allowed by local laws, we may also collect racial and ethnic origin data for the purpose of equal opportunities monitoring as further described in the Freshworks' Equal employment opportunity policy.

C. Where Freshworks' processing of your personal information is based upon your consent (as described in Freshworks' Staff Privacy Notice) or your consent is otherwise required by applicable law, you consent to the processing of your personal information (including sensitive or special categories of personal information) as described in this Schedule and/or in the Freshworks' Staff Privacy Notice.

D. Your personal information may be processed by third parties for the reasons explained in the Freshworks' Staff Privacy Notice, including by Freshworks' group companies, customers, and third-party service providers, who may be based in countries other than your country of residence. Where this is the case, Freshworks will take such measures as are appropriate with any recipients of your personal information so that your personal information remains protected in accordance with this Schedule and applicable data protection laws.

E. As an intern with Freshworks, you must read and comply with Freshworks' data protection policies (including our Controller policy and Processor policy) and Information Security policy when handling personal data in the course of internship including personal data relating to any Freshworks employee, contractor, customer, client, supplier or other third parties. You must also comply with our Acceptable Usage Policy. Specifically, you must only process personal information relating to Freshworks employee, contractor, customer, client, supplier or other third parties as necessary for the performance of your role and must protect the confidentiality of that personal information at all times. In particular, you must protect and keep confidential any such personal information in accordance with our Policy on Privacy and Confidentiality and with any additional confidentiality obligation this Agreement may contain. For these purposes, such personal information will be deemed Freshworks' "Confidential Information".

F. Failure to comply with Freshworks' data protection and information security policies, or to keep confidential any personal information to which you have access by virtue of your role with Freshworks, may result in Freshworks taking disciplinary measures against you up to including termination and blacklisting you from being employed with Freshworks or any of its subsidiaries.

I hereby agree and accept

_____

Signature

Cognizant

03-Dec-2021

Guruprasad Reddy Vanukuri
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Guruprasad Reddy Vanukuri,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

• The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
• Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
• There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
• You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
• You may be required, to travel to other locations within India if there is a business need as per your internship program
• Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
• Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
• Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**



Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: **Date:**

Cognizant

28-Jan-2022

Dear Harikrishna Pasthapuram,
B.E., Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Candidate ID – 19925849

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**.You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee**

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR **401,988/-**. This includes an annual target incentive of INR **22,500 /-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR **450,500/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance, as applicable.

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

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program, if offered to you:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs

focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship (If offered to you):

a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.

b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program

c) There would be zero tolerance to malpractices and misconduct during Internship engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship terms and conditions from time to time.

3.2 Continuous Skill Development (CSD) Program (If offered to you):

a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrolment into the program.

b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

4. Training - Post Joining Cognizant:

Upon successful completion of Internship or CSD program (if offered to you), one of the below options would be followed based on business demands.

a) You could be onboarded directly to business without any additional training.
b) You could be deployed into a formal training based on business specific skill track and it can be used as basis towards your allocation to projects/roles.
c) You could be onboarded directly to business and be given on-the- job training, specific to their project or business needs.

We look forward to you joining us. Should you have any further questions or clarifications, please log into https://campus2Cognizant.cognizant.com

Yours sincerely,
For Cognizant Technology Solutions India Pvt. Ltd.



Maya Sreekumar
Vice President – Human Resources

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

Signature: **Date:**

Cognizant

Compensation and Benefits

Name:	Harikrishna Pasthapuram	**Designation:**	Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10500	126,000
2	HRA*	6300	75,600
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7349	88,188
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

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

• Floating Medical Insurance Coverage
• Round the Clock Group Personal Accident Insurance coverage
• Group Term Life Insurance
• Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
• Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

• From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Manager

SI No	Category of Leave	No. of leave days
1	Earned Leave	18
2	Sick Leave	12
3	Casual Leave	6

• From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit 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 Cognizant India Leave policy

Provident Fund Wages:

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

Employees State Insurance:

• Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.
• Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.
• ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

* **Flexible Benefit Plan:** Your compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best. This plan will enable you to
1. Choose from a bouquet of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

** **Incentive Indication:** Incentive amount may be higher, lower, or nil as per the terms described herein. The incentive program is discretionary, subject to change, and based on individual and company performance. It is prorated to the duration spent with Cognizant India for the calendar year and will be paid to you only if you are active on Cognizant's payroll on the day of incentive payout.

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

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

Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of _____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 expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

AND

Harikrishna Pasthapuram, 22, residing at _____ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or 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 honour 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 requirement. 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

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 information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the 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 breach. The obligations imposed upon you under this clause 5 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, or 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 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 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 notified 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 consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings 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. The shift timings may change from time to time as per any Company policy and which will be notified to you in advance.
d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference check in line with the Company's 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 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, in case if your background verification report is found to be unfavorable or unsuccessful after you joining the Company, then the Company reserves the right to terminate your employment immediately.

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. The Code of Business Ethics
iii. Acceptable Use Policy and Social Media Policy
iv. Dress Code Policy

Additionally, you will also 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 which 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 the same carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines, processes, please reach out to your HR Talent Manager. It is your responsibility to keep yourself 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 on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (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 the demanding needs of our clients, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/trainings and avenues of up-skilling. 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 3 days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be 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 the employment of 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, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/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, which is 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 5, 6, 10 and 12 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 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 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 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 Company, its affiliates and their employees, contractors or clients without 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 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	**Harikrishna Pasthapuram**
Sign: _____	Sign: _____
Name:	Name:

Cognizant



17-Nov-2021

Harshavardhan Gaddam
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Harshavardhan Gaddam,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

• The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
• Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
• There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
• You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
• You may be required, to travel to other locations within India if there is a business need as per your internship program
• Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
• Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
• Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**



Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: G.Akarsha **Date:** 28/01/2022

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M Himasree
Graduate Trainee Engineer
Sathyabama Institute of Science and Technology
Jeppiaar Nagar, Rajiv Gandhi Salai,
Chennai - 600 119. Tamilnadu, INDIA.

Name	Sumanta Guha
Department	RC-IN P&O TA People & Organization Talent Acquisition
Telephone	+91 (00) 12345678
Mobile	+91 9582225338
E-mail	sumanta.guha@siemens.com

Our reference	287783/7627210
Date	13 December 2021

Dear **Himasree,**

We're really excited you want to join Siemens and further your career with us.

We are pleased to offer you the position of **Graduate Trainee Engineer** starting **04 July 2022** in **Mobility** Division in **Pune** Location.

Your annual compensation, calculated on a cost-to-company basis, is **Rs. 5,00,000 /- p.a. (Rupees Five Lakhs Only)**, with the details provided in **Annexure I**. On successful completion of your probation period, your Target Pay will be incremented by Rs. 50,000/- and the Position Level will be PL11. The Position Title and Designation will be according to the position that you will be assigned based on business needs. This is a one-time increment and all future increments will be subject to annual performance cycles.

Your appointment is based on the terms and conditions provided in the attached Annexures with a few points to note here:

1. **Start date** – We look forward to you joining us, and in the unfortunate event you do not join us on your confirmed start date, your appointment will automatically be withdrawn. Please note that your date of joining the organization will be maintained in the electronic employee master of the Company, known as your "Seniority Date" and shall be considered as final.

2. **Office location** – You are initially appointed to work in our **Pune** office.

3. **Residence proof** – The address in your application shall be deemed to be correct for sending any communication to you.

4. **Date of birth** – Based on your declaration we have recorded your date of birth as **26 August 2001**

5. **Offer** – The Company reserves the right to withdraw this employment offer/conditional appointment before or after the start date, due to background/reference checks not being satisfactory and or there being restrictions on your ability to work with us. However, the above-mentioned reasons are not necessarily exhaustive, and the decision of the Company is final and binding.

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We welcome you as a member of Siemens family and look forward to your long and fruitful association with us. Kindly return the duplicate of this letter, signed in the place indicated, confirming your understanding and acceptance of the above and enclosed Annexures.

Yours faithfully,

Siemens Technology and Services Pvt. Ltd.

Krishnaswamy Rajeshwari

Digitally signed by Krishnaswamy Rajeshwari
DN: cn=Krishnaswamy Rajeshwari, o=Siemens, email=rajeshwari.krishnaswamy@siemens.com
Date: 2021.12.14 19:21:31 +05'30'

Rajeshwari Krishnaswamy

Chief Manager – Human Resources

Acceptance of Terms & Conditions of Employment

I hereby agree that I have read and understood the terms and conditions as stated in this letter (reference no **287783/7627210**) dated (**13 December 2021**) plus the enclosed Annexures and accept employment with **Siemens Technology and Services Pvt. Ltd.** with our internal organizational unit, job family and level code of IN-TI-BASTU-PR

Enclosures:

Annexure I – Compensation structure
Annexure II – Service conditions
Annexure III – Terms & conditions of employment
Annexure IV – Terms & conditions of employment in relation to inventions made by the employee
Annexure V – Joining formalities

Candidate Signature: _____ Date:_____

M Himasree

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ANNEXURE I

Compensation Structure

Name: M Himasree

Date: 13 December 2021

Position Level: 12

Business Title: Graduate Trainee Engineer

Division: Mobility

Compensation Structure		
Sr. no.	**Heads of Payment**	**Compensation (Rs.)**
(A)	**Basic Salary p.m.**	**15,000**
(B)	Base Flexible Pay (BFP) p.m. (includes Meal Card @ Rs.2,200/- p.m.)	24,147
	Total Allowances / Benefits p.m.	**24,147**
(C)	**Base Pay p.m. (A + B)**	**39,147**
	Retirals p.m.	
	Co. Contribution Provident Fund (12 % of Basic)	1,800
	Co. Gratuity Provision (4.8% of Basic)	720
(D)	**Total Retirals p.m.**	**2,520**
(E)	**Total Fixed Pay (TFP) p.m. (C + D)**	**41,667**
(F)	**Target Pay p.a. (E * 12)**	**5,00,000**

Insurance Benefits	Sum Assured (Rs.)
Group Health Insurance Policy coverage p.a. (with a provision of enhancement of the base cover upto 200%)	2,00,000
Group Personal Accident Insurance coverage p.a.	40,00,000
Group Term Life Insurance coverage p.a.	5,00,000
EDLI coverage	6,00,000
Leave (Notional monetised value of 22 earned leaves for full year)	11,000
ESI coverage	Not applicable as gross salary above ESI eligibility

For Siemens Technology and Services Pvt. Ltd.

Krishnaswamy Rajeshwari

Digitally signed by Krishnaswamy Rajeshwari
DN: cn=Krishnaswamy Rajeshwari, o=Siemens, email=rajeshwari.krishnaswamy@siemens.com
Date: 2021.12.14 19:21:56 +05'30'

Authorised Signatory

As per company policy, the entitlement of gratuity will be the actual eligible amount calculated in line with the Payment of Gratuity Act, 1972, without any upper cap. However any amount above ₹ 20 Lacs (if applicable) will be subject to income tax as per rules.

National Pension Scheme (NPS) can be opted for after joining.

Statutory Bonus will be paid to eligible employees as per Payment of Bonus (Amendment) Act, 2015.

All present & future taxes related to your employment will be borne by you.

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Annexure II

Service Conditions

1. **Service Conditions Overall**

You shall serve the company diligently, faithfully and to the best of your skill and ability. You shall perform the duties entrusted to you with high standard of initiative, efficiency and economy. You shall at no time refuse to do any work/activities as allotted to you by your supervisors. You shall endeavor to increase your knowledge and skill through execution of jobs assigned to you from time to time.

You will be governed by rules, regulations and service conditions (as mentioned in the attached Annexures), applicable to the employees of your level working in the establishment of the company in which you will be working. The Company, however, reserves the right to add, alter and amend the said service conditions as may be considered necessary from time to time.

2. **Working Hours**

You will be governed by the working hours prevailing in the establishment in which you work. You will be notified of your actual duty timings from time to time. You may be required to work in shifts as and when considered necessary by the Company.

3. **Holidays**

You will be entitled to paid holidays as decided by Management. Such list of holidays will be notified at the beginning of the year.

4. **Work Location**

You are initially appointed to work in the location noted in the above letter. Based on business requirements, you may be temporarily or permanently transferred to any company forming part of Siemens or to its associate companies or business associates anywhere in India or overseas at the sole discretion of the company. You may be required to furnish a specific Service Agreement/Deputation Agreement if you are sent abroad for the purpose of training or Company's business.

5. **Probation and Confirmation**

You shall be on probation for a period of six months with effect from your start date. The probation period may be extended by the company at its sole discretion. During the period of probation, or any extension period thereof, there is one month's notice on either side.

On successful completion of the probation period, you shall be deemed automatically confirmed unless your probation period has been extended with a probation extension letter provided in advance.

As a confirmed employee there is three months' notice on either side. Kindly note that the Company reserves the right to claim compensation (@target pay) for any notice period not served. However, you cannot pay the company in lieu of the notice to be served.

Termination of employment will require one/three months' notice (as applicable for probation/confirmed status) or salary in lieu of notice.

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6. **Retirement**

All employees will retire from the Company on attaining superannuation at the age of 60 years. However, the Company at its sole discretion, may decide to retire an employee prior to the employee attaining the age of superannuation.

7. **Maternity/Childcare Facilities for Women employees**

As part of the Company's efforts to support work life balance for women employees during and post maternity, apart from fully complying with the provisions of the Maternity Benefit Act, 1961 the Company also extends additional facilities such as extended paid/unpaid leave etc. For details of the Company policy on Maternity Benefit please refer to the Policies section on the Intranet.

8. **Confidentiality**

Please note that your compensation is personal and strictly between you and the Company. It has been determined based on numerous factors such as your education, experience, specific skills and professional merit. We advise you to use discretion in handling this information and any subsequent revisions made therein.

9. **Background Verification**

Your appointment is conditional upon satisfactory reference and background checks (education, employment history and other details furnished by you in your application). It is also contingent upon your ability to work for the Company without restriction (e.g. non-compete obligations or other restrictive clauses with any previous employer). In case any information given by you is found false or incorrect at any point in time of your employment, the appointment will be deemed void ab initio and liable for termination without any notice or salary in lieu of notice.

10. **Residential Proof**

The address as indicated in your application shall be deemed to be correct for sending any communication to you. Any communication sent to you at the given address shall be deemed to have been served upon you. You shall inform the change in residential address, if any, in writing to the HR Department within three days from the date of such change.

11. **Programmes and Initiatives**

In order to remain competitive our Company undertakes number of programmes or initiatives like Benchmarking, Continuous Improvements, Cost reduction, Training and Development, reorganisation etc. You are required to actively participate and contribute to such programmes or initiatives.

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Annexure III

Terms & Conditions of Employment – General

Employee shall observe and conform to such duties, directions and instructions as communicated to him by the Company and those in authority over him.

Employee shall not at any time hereafter, without the consent in writing of the Company except under legal process, divulge or utilize any matter relating to the Company's transactions or dealings, which are of confidential nature.

Employee shall not use any of the designs, drawings, software, literature, and machines etc. of the Company for any purpose other than Company's business.

All software including packages as well as its associated documentation developed by the employee in the course of the duties shall be sole and exclusive property of the Company.

Employee shall be true and faithful to the Company in all his accounts, dealing and transactions, relating to the business of the Company and shall at all times, when required, render a true and just account thereof to the Company or such persons as shall be authorized to receive the sum.

Employee shall not during the continuance of his employment, without the consent of the Company in writing, be employed or interested, directly or indirectly in any other trade or business, employment or occupation whatsoever and will devote the whole of his time and attention to his duties.

Employee shall be responsible for safekeeping and return, in good condition and order, of all Company's property, which may be in his use, custody or charge.

A high standard code of conduct is expected from an employee and any behavior reflecting unfavorably on him or the Company is questionable and liable for disciplinary action. Employee shall also ensure compliance to the Business Conduct Guidelines (BCG) that are globally binding rules for all employees applicable across Siemens companies, the details of which are available on the HR Intranet. In addition, The BCG declaration form (available on the HR intranet) is required to be signed by every employee upon joining/promotion and once in every two years thereafter.

Employee shall abide by the information security policy of the organization and adhere to it.

At the time of separation from the services of the Company, the employee is expected to settle all his outstanding dues towards the Company including the Liquidated Damages, if any, etc. at once. In case of any default/ delay in settlement of outstanding dues, the Company will be free to recover such dues by appropriate means, with interest at the market rate.

Employee shall also be required to abide by terms and conditions in addition to those mentioned above which are in force for the time being or may be framed from time to time.

SIEMENS

Annexure IV
INTELLECTUAL PROPERTY RIGHTS & KNOW-HOW
TERMS AND CONDITIONS OF EMPLOYMENT AGREEMENT

a) Company shall own all rights, titles and interests in the Intellectual Property which includes but not limited to all Work product and Know-How (including inventions, ideas, experiences, concepts, algorithms, designs, tools, trade secrets, source code, technical documentation, program development components, technologies, expert reports etc.) created/conceived by the Employee during the tenure of their employment with the Company. The Employee undertakes to waive and not assert any moral rights which may accrue to the Employee in respect of the Intellectual Property.

b) Employee shall disclose to the Company promptly in writing about any Intellectual Property including the Work product and the Know-How (tangible and intangible form) conceived/created during the tenure of their employment with the Company.

c) Company and its affiliates shall have right to seek statutory protection of the Intellectual Property in the form Intellectual Property Rights (IPRs) including Patents, Trademarks, Copyrights, Utility Models and/or Industrial Designs. Company and its affiliates shall be free to use, exploit, maintain and permit to lapse such IPRs.

d) If by operation of law or otherwise, any or all work product or any component or element thereof, is deemed to be the IPRs of the Company, the employee hereby agrees to assign, irrevocably and to the fullest extent permitted by law, to the Company and its affiliates, its successor and assigns, ownership of all such IPRs.

e) Employee agrees to cooperate with the Company to do whatever is reasonably necessary to secure and maintain the IPRs of the Company and/or establishing Company's rights over Intellectual Property during the course of their employment as well as after termination of the employment.

f) Employee shall not publish/present orally or in written form, except with the express written consent of Company, any information in related to the Intellectual Property including the Work product and Know-How in any form on third party platforms/ third party during the course of their employment as well as after termination of the employment.

g) Employee shall obtain necessary clearance from the Intellectual Property department of the Company before the last date of employment with the Company. Employee shall disclose to the Company promptly in writing about any Intellectual Property conceived/created during tenure of employment with the Company before the last date of employment with the Company. Upon termination of his/her employment, the Employee agrees to immediately return all tangible embodiments of the Intellectual Property, including but not limited to data, drawings, documents, and notes developed during their employment. Employee shall not make any copies or attempt to recreate the tangible embodiments of the Intellectual Property post termination of his/her employment with the Company.

h) Employee shall inform the Company at the commencement of his employment with the Company of all Intellectual Property previously made by him, which he is not precluded by contract from disclosing to the Company and for which an application for a patent or for a registered design has not yet been made. The Company will be free to adopt any of the Employee's Intellectual Property disclosed to the Company at the commencement of his employment with the Company and conceived during his employment with the Company, and to assign to others the right to adopt it, and the Company will be absolutely entitled to any industrial or commercial protection rights anywhere in the world including rights arising from the obtaining of letters of patent or design registration in respect of such Intellectual Property. The Company will notify to the employee if and to what extent the Company will adopt the said rights.

SIEMENS

Annexure V

Joining Formalities

Please bring the following documents with you at the time of joining, with your originals also for verification.

1. This Offer Letter with your original signature (for hand over to Company) – *On joining, this letter serves as your official Appointment Letter*
2. Photocopy of birth certificate / S.S.C. certificate / mark sheet (2 copies)
3. All educational documents from 10th to highest education / semester wise mark sheet & provisional / convocation certificate (2 copies)
4. Photocopy of all previous employment / experience certificate / relieving certificate
5. Photocopy of passport / ration card / driving license / Aadhar card (3 copies)
6. Photocopy of PAN / acknowledgement of PAN application (3 copies)
7. To apply for PF transfer please bring the below necessary information:
   - PF number / EPS number
   - Previous employer contact details to contact for PF related communications
   - Whether previous company PF is maintained by Trust or RPFC account
   - RPFC office or PF trust address
   - Bank account number & Bank IFSC Code
8. To use your existing ICICI or HDFC Bank for your salary account, please bring a void cheque

If you have any questions, please contact us at:

- AskHR: Phone: 1-800-419-6677 (toll free number)
- Monday till Friday between 6.00 am to 8.00 pm

Cognizant

05-Jan-2022

Hrithik R
B.E. Computer Science
Sathyabama Institute of Science and Technology, Chennai

Dear Hrithik R,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: Hariharan. R. **Date:** 11/01/2022

TRANSACT

28-February-2022

HR / 21-22 /CR0001

Ms. Jebakani C
CHENNAI

Employment Offer

Dear Jebakani,

Welcome to Transact Campus India (Transact).

With reference to your application and subsequent interviews, we are pleased to offer you the position of **an Intern** at **Transact with stipend of Rs.30,000/-** per month on the terms and conditions set forth below. During the first 3 months you would be an Intern and shall be going through the technical training. From July 15, 2022, you would be allocated to the team as **Trainee Engineer** and your Cost to Company (CTC) will be **Rs.560,00/- (Rupees Five Lakhs Sixty Thousand Only)**. You are required to join on **14-March-2022.** The terms and conditions of your employment shall be effective from the date of joining.

1. The breakdown of your Compensation is detailed in **Annexure – A.** Your compensation may change from time to time, and you will be informed in advance of such changes. Your gross base salary will generally be reviewed annually, however this does not necessarily mean it will be increased. Any adjustments to your gross base salary will be made in accordance with the company's procedures that are then in effect.

2. Your employment with us will be governed by terms and conditions referred in **Annexure – B.** Kindly note that these terms and conditions are subject to modifications, which you are always expected to abide by, during the term of your employment with Transact.

3. Transact has the sole discretion to modify your duties as it may deem appropriate, and you will be expected to undertake all responsibilities that may be assigned to you by Transact at any time.

4. You are required to acknowledge your acceptance to the offer on or before **02-March-2022** failing which, the offer will be considered null and void.

5. Kindly acknowledge your acceptance to this employment offer by replying to the mail (or) duly signing the duplicate copy of this offer.

TRANSACT

6. You are requested to **report at 09:30 am** at **Transact Campus India Pvt Ltd, Rayala Techno Park, 6th Floor, #144/7, Rajiv Gandhi Salai, Kottivakkam Chennai, 600 041** for completing the joining formalities.

   We are looking forward to having you join and work with us to build Transact. If you have any questions, please contact Swaminathan.srinivasan@transactcampus.com.

   Thank you,



Srinivasagopal R
General Manager
Transact Campus India Pvt Ltd

I acknowledge that I have read the offer letter and annexures and will join Transact on_____.

Jebakani C **28-February-2022**

Signature

TRANSACT

ANNEXURE – A

COMPENSATION STRUCTURE

Your Cost to Company (CTC) will **Rupees Five Lakhs Sixty Thousand Only,** the breakdown of which is provided below:

Compensation Components		Amount in Rupees.
Basic Salary **(A)**	:	205251
House Rent Allowance (HRA) **(B)**	:	102625
FLEXI BENEFIT PLAN (C)		
Leave Travel Allowance	:	30,000
Special Allowance	:	150,621
RETIRALS (D)		
Employer contribution to Provident Fund	:	24630
Annual Compensation (A+B+C+D)	:	**513127**
Employer contribution to Gratuity	:	9873
Medical, Accident & Life Insurance	:	37,000
Total Cost to Company (CTC)	:	**560000**

Note:

I. You will be hired as intern for 3 months (March 2022 to June 2022) and will be undergoing training along with projects and assessments. During this period, you will be paid a stipend of Rs.30,000/- per month.
II. On successfully completing of training, and clearing the assessments, you will be absorbed into the team and designated as Trainee Engineer where your compensation will be as mentioned above.
III. The other benefits mentioned below will be applicable post training and successfully getting inducted into the team

Other Benefits

a) Gratuity: You will be entitled to receive gratuity in accordance with the Company's plan

b) Group Medical Insurance Policy: You and your family (Parents, Spouse & Children) are eligible for Company sponsored Group Medical Insurance as per policy.

c) Group Personal Accident Insurance policy: You are eligible for the Company's Group Personal Accident Insurance as per policy.

d) Group Term Insurance Policy: You are eligible for the Company's Group Term Insurance as per policy.

Note: Your compensation information is confidential to you and should not be shared with anyon

TRANSACT

ANNEXURE – B

Terms & Conditions

1. Confidentiality/Non-Solicitation Agreement and other Company Policies

Your employment is contingent upon your signing of Company agreements including but not limited to the Code of Business Conduct and Ethics, · the International Anti-Corruption Policy, the Gift and Entertainment Policy, the IT Security and Acceptable Use Policy, and the social media policy and guidelines. In addition, you must sign a Confidential Information and Inventions Agreement ("Confidentiality Agreement"). By signing these documents, you acknowledge that you are aware of and understand the contents of these documents and will comply with them. You also understand that they may be amended from time to time, and you agree to comply with all amendments thereto.

You shall also comply with all other Company policies and procedure s (including but not limited to an employee handbook) that may be communicated to you by Transact from time to time, either orally or in writing (referred to herein as "Standard Employment Terms"). These may include, but are not limited to hours of work , holidays , leave , non-discrimination/harassment , information security and technology. The Standard Employment Terms may be implemented and/or changed by Transact from time to time at the sole discretion of Transact and such changed Standard Employment Terms shall become applicable to you immediately, upon receipt of notice of the same.

To the extent that the contents of policies or procedures refer to obligations on Transact, you agree that they are guides only and are not contractual terms, conditions, or representations on which you rely.

2. Probation & Termination

You will be on probation for a period of six (6) months from the date of commencement of your employment with Transact. If your performance with the Company during the Probation Period is considered satisfactory, on completion of the Probation Period, your employment will continue. The Company shall have the discretion to extend the Probation Period by such period as it considers necessary if it believes that you have not performed satisfactorily during the Probation Period. The decision of the Company on whether to continue your employment, extend the Probation Period, or terminate you shall be final. During the Probation Period, you and the Company shall both have the right to unilaterally terminate your employment upon providing Two (2) month prior written notice or payment in lieu thereof.

If you wish to terminate your employment, you may do so by providing the Transact two (2) months. Upon you serving notice of termination, Transact shall be entitled to unilaterally relieve you earlier. If Transact wishes to terminate your employment, it may do so by providing a notice of two (2) months or payment in lieu thereof.

Transact shall be entitled to terminate your employment "for cause" immediately, without notice or compensation, in the. event of your misconduct (which term shall have the meaning as assigned under applicable service rules/law) and/or any act which constitutes a violation of company policy or an offence involving moral turpitude.

TRANSACT

3. Reference Checks and Background Verification

Your employment with Transact is contingent upon the satisfactory background checks and/or reference checks conducted. The background check will be performed by a third-party vendor. The background check will verify items such as employment history, education, and other information based on the data furnished by you. Transact reserves the right to rescind any offer made to you depending on the result of the reference checks. All the decisions, taken in this regard, are solely at the discretion of the management of the Company and are final and binding, without any further plea thereof. Transact also reserves the right to carry out a detailed background check at all times, either at time of joining the employment or during your employment depending upon the Company's business requirements; if any. If Transact finds that you made a material misrepresentation, your offer of employment and this Agreement will be rescinded and will be null and void.

4. Return of Property

Upon termination of your employment for any reason whatsoever , or at any time upon the Company's request, you will immediately return to Transact all Company Property , Confidential Information (as defined in your Confidentiality Agreement) correspondence, documents (including all copies thereof) , data, notes, records, papers, manuals , computers and related equipment , smart phones , tablets , smart phones , keys, ID badges , and any other property of any nature whatsoever (including all electronic information) belonging to Transact or its clients/customers that may be in your possession, custody or control. You agree that you shall not copy , duplicate , recreate or record or otherwise keep in possession or deliver to anyone other than Transact , any of the aforementioned items.

5. Privacy

You will be providing to the Company certain information about yourself and your family, including personal information and sensitive personal information ("Personal Information"). You hereby agree that The Company may use and retain this information (including in the United States) for a lawful purpose and to the extent deemed necessary by The Company in relation to your employment with The Company and for ancillary purposes.

You hereby also agree that The Company may transfer or disclose such Personal Information to such other agencies and affiliates The Company may consider necessary, whether affiliates or otherwise and whether in India or otherwise. The Company may codify its policies relating to privacy in a privacy policy which it will provide to you and you hereby agree to the same.

The Company shall use reasonable security practices and procedures to safeguard your personal information. Notwithstanding anything contained herein, "Reasonable security practices and procedures" under section 43A Explanation (ii) of the Information Technology Act 2000 means such procedures that The Company shall implement, and which may, in the Company's discretion, be provided to you from time to time and you hereby agree to the same.

TRANSACT

6. Leave

You will be entitled to leave's, holidays and other service benefits as per the rules framed by the management and as may be applicable to you. Leave policy change from time to time and the current policy may obtain from HR.

7. Employee Benefits

The Company shall provide employee benefits to you in accordance with its prevailing policies and employee benefits program from time to time. Employees have no contractual rights to the benefits provided by the Company from time to time and the Company reserves the right to change, modify, discontinue, or terminate, at its sole discretion, its policies and employee benefits program.

8. Safe Custody of Company Material

You will be responsible for keeping safe and in good condition, all Company material entrusted to you, if any, including, but not limited to, laptop, desktop, and any other equipment ("Company Property"). In the event of any damage or loss to Company Property entrusted to you, you shall be liable for the same and The Company reserves the right to deduct the cost of such articles from your compensation or take such other action that it may deem appropriate.

9. Jurisdiction and Governing Law

This employment letter shall be governed and construed in accordance with the laws of India. It is agreed that any dispute of whatsoever nature between you and management will be subject to exclusive jurisdiction of Chennai.

10. General

The above terms and conditions including those in Annexure – A (compensation structure) are based on Company's policies, procedures and other rules currently applicable in India as well as Overseas and are subject to amendments and adjustments from time to time. At all times during your employment, you will be governed by the rules of the Company as in force from time to time.

This is to certify that I have read and understood all the terms and conditions mentioned in Annexure – B and I hereby accept and agree to abide by them:

_____ _____

Printed Name **Date**

_____

Signature

_____

Home Address

SIEMENS

Kadimisetti Prasanth
Graduate Trainee Engineer
Sathyabama Institute of Science and Technology
Jeppiaar Nagar, Rajiv Gandhi Salai,
Chennai - 600 119. Tamilnadu, INDIA.

Name	Sumanta Guha
Department	RC-IN P&O TA People & Organization Talent Acquisition
Telephone	+91 (00) 12345678
Mobile	+91 9582225338
E-mail	sumanta.guha@siemens.com

Our reference	287783/7627245
Date	13 December 2021

Dear **Prasanth,**

We're really excited you want to join Siemens and further your career with us.

We are pleased to offer you the position of **Graduate Trainee Engineer** starting **04 July 2022** in **Mobility** Division in **Pune** Location.

Your annual compensation, calculated on a cost-to-company basis, is **Rs. 5,00,000 /- p.a. (Rupees Five Lakhs Only)**, with the details provided in **Annexure I**. On successful completion of your probation period, your Target Pay will be incremented by Rs. 50,000/- and the Position Level will be PL11. The Position Title and Designation will be according to the position that you will be assigned based on business needs. This is a one-time increment and all future increments will be subject to annual performance cycles.

Your appointment is based on the terms and conditions provided in the attached Annexures with a few points to note here:

1. **Start date** – We look forward to you joining us, and in the unfortunate event you do not join us on your confirmed start date, your appointment will automatically be withdrawn. Please note that your date of joining the organization will be maintained in the electronic employee master of the Company, known as your "Seniority Date" and shall be considered as final.

2. **Office location** – You are initially appointed to work in our **Pune** office.

3. **Residence proof** – The address in your application shall be deemed to be correct for sending any communication to you.

4. **Date of birth** – Based on your declaration we have recorded your date of birth as **31 October 2000**

5. **Offer** – The Company reserves the right to withdraw this employment offer/conditional appointment before or after the start date, due to background/reference checks not being satisfactory and or there being restrictions on your ability to work with us. However, the above-mentioned reasons are not necessarily exhaustive, and the decision of the Company is final and binding.

SIEMENS

We welcome you as a member of Siemens family and look forward to your long and fruitful association with us. Kindly return the duplicate of this letter, signed in the place indicated, confirming your understanding and acceptance of the above and enclosed Annexures.

Yours faithfully,

Siemens Technology and Services Pvt. Ltd.

Krishnaswamy Rajeshwari

Digitally signed by Krishnaswamy Rajeshwari
DN: cn=Krishnaswamy Rajeshwari, o=Siemens, email=rajeshwari.krishnaswamy@siemens.com
Date: 2021.12.14 19:23:24 +05'30'

Rajeshwari Krishnaswamy

Chief Manager – Human Resources

Acceptance of Terms & Conditions of Employment

I hereby agree that I have read and understood the terms and conditions as stated in this letter (reference no **287783/7627245**) dated (**13 December 2021**) plus the enclosed Annexures and accept employment with **Siemens Technology and Services Pvt. Ltd.** with our internal organizational unit, job family and level code of IN-TI-BASTU-PR

Enclosures:

Annexure I – Compensation structure
Annexure II – Service conditions
Annexure III – Terms & conditions of employment
Annexure IV – Terms & conditions of employment in relation to inventions made by the employee
Annexure V – Joining formalities

Candidate Signature: _____ Date: _____

Kadimisetti Prasanth

SIEMENS

ANNEXURE I

Compensation Structure

Name: Kadimisetti Prasanth

Date: 13 December 2021

Position Level: 12

Business Title: Graduate Trainee Engineer

Division: Mobility

Compensation Structure		
Sr. no.	**Heads of Payment**	**Compensation (Rs.)**
(A)	**Basic Salary p.m.**	**15,000**
(B)	Base Flexible Pay (BFP) p.m. (includes Meal Card @ Rs.2,200/- p.m.)	24,147
	Total Allowances / Benefits p.m.	**24,147**
(C)	**Base Pay p.m. (A + B)**	**39,147**
	Retirals p.m.	
	Co. Contribution Provident Fund (12 % of Basic)	1,800
	Co. Gratuity Provision (4.8% of Basic)	720
(D)	**Total Retirals p.m.**	**2,520**
(E)	**Total Fixed Pay (TFP) p.m. (C + D)**	**41,667**
(F)	**Target Pay p.a. (E * 12)**	**5,00,000**

Insurance Benefits	Sum Assured (Rs.)
Group Health Insurance Policy coverage p.a. (with a provision of enhancement of the base cover upto 200%)	2,00,000
Group Personal Accident Insurance coverage p.a.	40,00,000
Group Term Life Insurance coverage p.a.	5,00,000
EDLI coverage	6,00,000
Leave (Notional monetised value of 22 earned leaves for full year)	11,000
ESI coverage	Not applicable as gross salary above ESI eligibility

For Siemens Technology and Services Pvt. Ltd.

Krishnaswamy Rajeshwari

Digitally signed by Krishnaswamy Rajeshwari
DN: cn=Krishnaswamy Rajeshwari, o=Siemens, email=rajeshwari.krishnaswamy@siemens.com
Date: 2021.12.14 19:23:50 +05'30'

Authorised Signatory

As per company policy, the entitlement of gratuity will be the actual eligible amount calculated in line with the Payment of Gratuity Act, 1972, without any upper cap. However any amount above ₹ 20 Lacs (if applicable) will be subject to income tax as per rules.

National Pension Scheme (NPS) can be opted for after joining.

Statutory Bonus will be paid to eligible employees as per Payment of Bonus (Amendment) Act, 2015.

All present & future taxes related to your employment will be borne by you.

SIEMENS

Annexure II

Service Conditions

1. **Service Conditions Overall**

You shall serve the company diligently, faithfully and to the best of your skill and ability. You shall perform the duties entrusted to you with high standard of initiative, efficiency and economy. You shall at no time refuse to do any work/activities as allotted to you by your supervisors. You shall endeavor to increase your knowledge and skill through execution of jobs assigned to you from time to time.

You will be governed by rules, regulations and service conditions (as mentioned in the attached Annexures), applicable to the employees of your level working in the establishment of the company in which you will be working. The Company, however, reserves the right to add, alter and amend the said service conditions as may be considered necessary from time to time.

2. **Working Hours**

You will be governed by the working hours prevailing in the establishment in which you work. You will be notified of your actual duty timings from time to time. You may be required to work in shifts as and when considered necessary by the Company.

3. **Holidays**

You will be entitled to paid holidays as decided by Management. Such list of holidays will be notified at the beginning of the year.

4. **Work Location**

You are initially appointed to work in the location noted in the above letter. Based on business requirements, you may be temporarily or permanently transferred to any company forming part of Siemens or to its associate companies or business associates anywhere in India or overseas at the sole discretion of the company. You may be required to furnish a specific Service Agreement/Deputation Agreement if you are sent abroad for the purpose of training or Company's business.

5. **Probation and Confirmation**

You shall be on probation for a period of six months with effect from your start date. The probation period may be extended by the company at its sole discretion. During the period of probation, or any extension period thereof, there is one month's notice on either side.

On successful completion of the probation period, you shall be deemed automatically confirmed unless your probation period has been extended with a probation extension letter provided in advance.

As a confirmed employee there is three months' notice on either side. Kindly note that the Company reserves the right to claim compensation (@target pay) for any notice period not served. However, you cannot pay the company in lieu of the notice to be served.

Termination of employment will require one/three months' notice (as applicable for probation/confirmed status) or salary in lieu of notice.

SIEMENS

6. **Retirement**

All employees will retire from the Company on attaining superannuation at the age of 60 years. However, the Company at its sole discretion, may decide to retire an employee prior to the employee attaining the age of superannuation.

7. **Maternity/Childcare Facilities for Women employees**

As part of the Company's efforts to support work life balance for women employees during and post maternity, apart from fully complying with the provisions of the Maternity Benefit Act, 1961 the Company also extends additional facilities such as extended paid/unpaid leave etc. For details of the Company policy on Maternity Benefit please refer to the Policies section on the Intranet.

8. **Confidentiality**

Please note that your compensation is personal and strictly between you and the Company. It has been determined based on numerous factors such as your education, experience, specific skills and professional merit. We advise you to use discretion in handling this information and any subsequent revisions made therein.

9. **Background Verification**

Your appointment is conditional upon satisfactory reference and background checks (education, employment history and other details furnished by you in your application). It is also contingent upon your ability to work for the Company without restriction (e.g. non-compete obligations or other restrictive clauses with any previous employer). In case any information given by you is found false or incorrect at any point in time of your employment, the appointment will be deemed void ab initio and liable for termination without any notice or salary in lieu of notice.

10. **Residential Proof**

The address as indicated in your application shall be deemed to be correct for sending any communication to you. Any communication sent to you at the given address shall be deemed to have been served upon you. You shall inform the change in residential address, if any, in writing to the HR Department within three days from the date of such change.

11. **Programmes and Initiatives**

In order to remain competitive our Company undertakes number of programmes or initiatives like Benchmarking, Continuous Improvements, Cost reduction, Training and Development, reorganisation etc. You are required to actively participate and contribute to such programmes or initiatives.

SIEMENS

Annexure III

Terms & Conditions of Employment – General

Employee shall observe and conform to such duties, directions and instructions as communicated to him by the Company and those in authority over him.

Employee shall not at any time hereafter, without the consent in writing of the Company except under legal process, divulge or utilize any matter relating to the Company's transactions or dealings, which are of confidential nature.

Employee shall not use any of the designs, drawings, software, literature, and machines etc. of the Company for any purpose other than Company's business.

All software including packages as well as its associated documentation developed by the employee in the course of the duties shall be sole and exclusive property of the Company.

Employee shall be true and faithful to the Company in all his accounts, dealing and transactions, relating to the business of the Company and shall at all times, when required, render a true and just account thereof to the Company or such persons as shall be authorized to receive the sum.

Employee shall not during the continuance of his employment, without the consent of the Company in writing, be employed or interested, directly or indirectly in any other trade or business, employment or occupation whatsoever and will devote the whole of his time and attention to his duties.

Employee shall be responsible for safekeeping and return, in good condition and order, of all Company's property, which may be in his use, custody or charge.

A high standard code of conduct is expected from an employee and any behavior reflecting unfavorably on him or the Company is questionable and liable for disciplinary action. Employee shall also ensure compliance to the Business Conduct Guidelines (BCG) that are globally binding rules for all employees applicable across Siemens companies, the details of which are available on the HR Intranet. In addition, The BCG declaration form (available on the HR intranet) is required to be signed by every employee upon joining/promotion and once in every two years thereafter.

Employee shall abide by the information security policy of the organization and adhere to it.

At the time of separation from the services of the Company, the employee is expected to settle all his outstanding dues towards the Company including the Liquidated Damages, if any, etc. at once. In case of any default/ delay in settlement of outstanding dues, the Company will be free to recover such dues by appropriate means, with interest at the market rate.

Employee shall also be required to abide by terms and conditions in addition to those mentioned above which are in force for the time being or may be framed from time to time.

SIEMENS

Annexure IV
INTELLECTUAL PROPERTY RIGHTS & KNOW-HOW
TERMS AND CONDITIONS OF EMPLOYMENT AGREEMENT

a) Company shall own all rights, titles and interests in the Intellectual Property which includes but not limited to all Work product and Know-How (including inventions, ideas, experiences, concepts, algorithms, designs, tools, trade secrets, source code, technical documentation, program development components, technologies, expert reports etc.) created/conceived by the Employee during the tenure of their employment with the Company. The Employee undertakes to waive and not assert any moral rights which may accrue to the Employee in respect of the Intellectual Property.

b) Employee shall disclose to the Company promptly in writing about any Intellectual Property including the Work product and the Know-How (tangible and intangible form) conceived/created during the tenure of their employment with the Company.

c) Company and its affiliates shall have right to seek statutory protection of the Intellectual Property in the form Intellectual Property Rights (IPRs) including Patents, Trademarks, Copyrights, Utility Models and/or Industrial Designs. Company and its affiliates shall be free to use, exploit, maintain and permit to lapse such IPRs.

d) If by operation of law or otherwise, any or all work product or any component or element thereof, is deemed to be the IPRs of the Company, the employee hereby agrees to assign, irrevocably and to the fullest extent permitted by law, to the Company and its affiliates, its successor and assigns, ownership of all such IPRs.

e) Employee agrees to cooperate with the Company to do whatever is reasonably necessary to secure and maintain the IPRs of the Company and/or establishing Company's rights over Intellectual Property during the course of their employment as well as after termination of the employment.

f) Employee shall not publish/present orally or in written form, except with the express written consent of Company, any information in related to the Intellectual Property including the Work product and Know-How in any form on third party platforms/ third party during the course of their employment as well as after termination of the employment.

g) Employee shall obtain necessary clearance from the Intellectual Property department of the Company before the last date of employment with the Company. Employee shall disclose to the Company promptly in writing about any Intellectual Property conceived/created during tenure of employment with the Company before the last date of employment with the Company. Upon termination of his/her employment, the Employee agrees to immediately return all tangible embodiments of the Intellectual Property, including but not limited to data, drawings, documents, and notes developed during their employment. Employee shall not make any copies or attempt to recreate the tangible embodiments of the Intellectual Property post termination of his/her employment with the Company.

h) Employee shall inform the Company at the commencement of his employment with the Company of all Intellectual Property previously made by him, which he is not precluded by contract from disclosing to the Company and for which an application for a patent or for a registered design has not yet been made. The Company will be free to adopt any of the Employee's Intellectual Property disclosed to the Company at the commencement of his employment with the Company and conceived during his employment with the Company, and to assign to others the right to adopt it, and the Company will be absolutely entitled to any industrial or commercial protection rights anywhere in the world including rights arising from the obtaining of letters of patent or design registration in respect of such Intellectual Property. The Company will notify to the employee if and to what extent the Company will adopt the said rights.

SIEMENS

Annexure V

Joining Formalities

Please bring the following documents with you at the time of joining, with your originals also for verification.

1. This Offer Letter with your original signature (for hand over to Company) – *On joining, this letter serves as your official Appointment Letter*
2. Photocopy of birth certificate / S.S.C. certificate / mark sheet (2 copies)
3. All educational documents from 10th to highest education / semester wise mark sheet & provisional / convocation certificate (2 copies)
4. Photocopy of all previous employment / experience certificate / relieving certificate
5. Photocopy of passport / ration card / driving license / Aadhar card (3 copies)
6. Photocopy of PAN / acknowledgement of PAN application (3 copies)
7. To apply for PF transfer please bring the below necessary information:
   - PF number / EPS number
   - Previous employer contact details to contact for PF related communications
   - Whether previous company PF is maintained by Trust or RPFC account
   - RPFC office or PF trust address
   - Bank account number & Bank IFSC Code
8. To use your existing ICICI or HDFC Bank for your salary account, please bring a void cheque

If you have any questions, please contact us at:

- AskHR: Phone: 1-800-419-6677 (toll free number)
- Monday till Friday between 6.00 am to 8.00 pm

publicis
sapient

LETTER OF INTENT

Date: February 28, 2022

Name: Kalathur Rakesh

College: Sathyabhama

Dear **Kalathur Rakesh**,

We are delighted to extend this Letter of Intent ("LOI") to you for the position of **Junior Associate, Technology** with Publicis Sapient, a division of TLG India Pvt. Ltd. ("Publicis Sapient").

Upon your acceptance of the terms of employment and your joining, Publicis Sapient will provide you with a total compensation package that consists of your base salary and statutory retirement benefits.

Your total Cost to Company ("CTC") would be Rs. 6,50,000/- which shall include the following: -

- An annualized base salary of Rs 6,13,879 (including HRA).
- Provident Fund and Gratuity contributions, (As per the applicable provisions and Publicis Sapient policies) equal to 5.88% of your base salary (16.8% of your Basic Salary)

Tax at the applicable rate shall be deducted at source from your salary.

Your anticipated start date will fall in the second half of 2022, and which shall be intimated to you in due course. Your home office in India would be either Gurgaon/Bangalore/Noida depending on the business requirements.

This LOI does not constitute a letter of employment and does not bind Publicis Sapient in any manner. The regular letter of employment shall be shared with you a month prior to your joining Publicis Sapient.

TLG India Private Limited
GIL SEZ, Candor Techspace,
Building No. 1, Tower B, Ground – 3rd Floor,
Building No. 2, Tower A, Ground & First Floor,
Building No. 5, Ground & First Floor,
SEZ Sector 21, Village Dundahera,
Gurgaon - 122016 Haryana, India

TEL +91 (124) 672 4000
FAX +91 (124) 672 4027

TLG India Private Limited
Oxygen Business Park Private Limited SEZ,
Tower C, 2nd - 4th Floor, Plot No. 7,
Sector 144, Expressway,
Noida – 201301
Uttar Pradesh, India

TEL +91 (120) 479 5000
FAX +91 (120) 479 5001

TLG India Private Limited
Bagmane Constellation Business Park,
2870, Building Virgo, Outer Ring Road,
Doddanekundi Circle, Marathahalli Post,
Bengaluru - 560037 Karnataka, India

TEL +91 (80) 6128 0000
FAX +91 (80) 6128 0001

Registered Office: TLG India Private Limited
15th Floor, Urmi Estate, Tower A, 95, Ganpatrao Kadam Marg, Lower Parel (West), Mumbai-400013.
Tel: +91 (22) 6804 3600 Fax: +91 (22) 6804 3601 CIN: U74110MH1972FTC015798

www.publicissapient.com

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Your employment will be effective upon joining Publics Sapient, post formal acceptance of the terms of employment offered to you and completion of prescribed formalities. All terms stated herein are contingent upon the successful completion of your educational degree, successful completion of the training/internship program being offered to you by Publicis Sapient and subject to your good behavior and conduct and other parameters as may be decided by Publicis Sapient.

We are looking forward to your joining us. We are sure that you would find life with Publics Sapient to be motivating and challenging.

Kindly return a copy of this letter of intent duly counter signed by you. If we do not receive your acceptance, we will assume you do not wish to proceed further.

Best Regards

Kameshwari Rao

Kameshwari Rao
GVP, People Strategy | Publicis Sapient

I hereby accept the terms of the above LOI.

Signature : _____

Name : _____

Date : _____

Permanent Address:

Temporary Address:

Contact Information:

TLG India Private Limited
GIL SEZ, Candor Techspace,
Building No. 1, Tower B, Ground – 3rd Floor,
Building No. 2, Tower A, Ground & First Floor,
Building No. 5, Ground & First Floor,
SEZ Sector 21, Village Dundahera,
Gurgaon - 122016 Haryana, India

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Tel: +91 (22) 6804 3600 Fax: +91 (22) 6804 3601 CIN: U74110MH1972FTC015798

www.publicissapient.com

Cognizant

27-Jan-2022

Dear Kamesvar G,
B.E., Computer Science
Sathyabama Institute of Science and Technology, Chennai

Candidate ID – 19931042

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**.You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee**

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR **401,988/-**. This includes an annual target incentive of INR **22,500 /-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR **450,500/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance, as applicable.

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

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program, if offered to you:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs

focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship (If offered to you):

a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.

b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program

c) There would be zero tolerance to malpractices and misconduct during Internship engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship terms and conditions from time to time.

3.2 Continuous Skill Development (CSD) Program (If offered to you):

a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrolment into the program.

b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

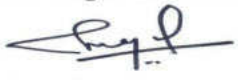
4. Training - Post Joining Cognizant:

Upon successful completion of Internship or CSD program (if offered to you), one of the below options would be followed based on business demands.

a) You could be onboarded directly to business without any additional training.
b) You could be deployed into a formal training based on business specific skill track and it can be used as basis towards your allocation to projects/roles.
c) You could be onboarded directly to business and be given on-the- job training, specific to their project or business needs.

We look forward to you joining us. Should you have any further questions or clarifications, please log into https://campus2Cognizant.cognizant.com

Yours sincerely,
For Cognizant Technology Solutions India Pvt. Ltd.



Maya Sreekumar
Vice President – Human Resources

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

Signature: G. Kamesh **Date:** 28/01/2022

Visteon Technical and Services Centre Pvt. Ltd.
5th Floor, ICC-Devi Gaurav Tech Park,
S. No. 191,162, Pimpri, Pune-Mumbai Road,
Pune - 411 018, Maharashtra, India.
Phone +91 (20) 6737 1200 Fax: +91 (20) 6737 1903

11 Apr 2022

Mr. Srikanth Kandibanda
H-No:- 2-25, THUMMAGUDEM(Village),MOTHEY(Mandal),
SURYAPET - 508212

Dear Srikanth Kandibanda,

Offer cum Appointment Letter of Employment with Visteon

Congratulations! With reference to your application and subsequent interactions with us for a career in our organization, we are pleased to offer you an employment with Visteon Technical And Services Centre Private Limited (the "Company").

We would like to welcome you to our team as **Software Engineer**. As agreed, you shall join the service of the Company based at **Pune**. You will report to a Manager at appropriate level or any such person as decided & nominated by the Company.

This Offer cum Appointment Letter will be valid subject to and conditioned upon following:

1. Your acceptance of the offered position and joining us on or before 11 Jul 2022. You will be required to complete joining formalities specified in **Annexure B**. In case you fail to report to duty on or before the said date, this offer stands withdrawn automatically without any further notification.
2. Your acknowledgement of your understanding and acceptance of the terms and conditions of the Letter by signing the Letter and returning the signed copy to the Company within three (3) working days from the date of this Letter
3. Your acceptance and signing the employee confidential information and invention assignment agreement as **Annexure C**, and returning the signed copy to the Company with the signed Letter; and
4. This offer will be valid subject to successful clearance of your pre-employment background verification check conducted by Visteon. Visteon has the right to cancel or terminate your employment if there is any sort of manipulation or misrepresentation of data or documents at any given time

Since the offer of employment is conditional on the accuracy of all information, you provided for the application, you agree and accept that the Company reserves the right to use such information in a reference/background investigation, which is required of all employees. You also agree that any manipulation, misrepresentation or deliberate omission of a material fact in your application or information provided shall be justification for the Company to cancel the offer and refuse to employ, or if employed, terminate your employment at any time, without any notice or compensation.

TERMS & CONDITIONS OF EMPLOYMENT:

You will be governed by the Visteon India HR policies and applicable benefits at your job level. Visteon reserves the right to modify, amend or revoke any benefits and or its HR policies at any time at its discretion, which will be communicated appropriately.

1. Salary: The details of salary and benefits in accordance with Company's compensation guidelines are set forth in **Annexure A**. You acknowledge that the Company's remuneration policy will be determined in accordance with competitive remuneration offered by other similar companies in India. You further acknowledge that the Company's remuneration policy will not necessarily be competitive with or similar to any affiliate Visteon's companies. The

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Pune - 411 018, Maharashtra, India.
Phone +91 (20) 6737 1200 Fax: +91 (20) 6737 1903

Company reserves the right to add, delete, alter and amend the components of salary as may be considered necessary from time to time.

Performance Incentive payout: You are eligible for Company-wide variable performance incentive plan, which will be paid annually based on your individual and Company performance. Incentive will be paid only if you remain on the payroll of the Company on the payout date. This payout terms may be amended at the sole discretion of the Company and in accordance with the prevailing HR policy.

2. Work Place & Mobility: Your work location is at Pune. You acknowledge that you may need to travel in India or abroad in order to perform your duty and for business needs. You further acknowledge that you may be seconded, or deputed by the Company to other locations, in India or abroad, where the Company or its affiliates have operations based on business requirements at any given time. Any such transfer or deputation to another location will be intimated to you in writing and in accordance with related policy of the Company. Failing to accept such transfer or deputation would result in appropriate action as decided by the management of the Company.

3. Separation/Termination: Your employment with the Company may be terminated by either party by giving **3** months' advance notice in writing. In casethe Company terminates your employment, the Company may, at its sole discretion, decide to relieve you before the completion of the notice period by compensating you for the remaining days of the notice period. In case employee decides to leave early without completion of notice period, remaining notice pay need to be paid to the Company. However, please note that accepting any such early relieving request would be entirely at the discretion of the Company.

The Company may immediately terminate your employment for cause without any compensation or notice, such cause includes, but not limited to, dishonesty, gross neglect of duties, conflict of interest, commission of a crime, professional negligence, misconduct, fraud, misrepresentation, refusal or repeated failure to carry out reasonable directions of the Company, any act or failure to act which substantially impairs the Company or its affiliates' business, goodwill, or reputation, material violation of Company's policies, or any breach of the terms and conditions under this Letter.

Upon the termination of your employment for any reason, you shall comply with the Company's separation procedures and return all assets and property of the Company, which is in your possession or control, including but not limited to, any and all confidential information and proprietary materials. The Company will not be bound to pay the dues, if any, until you have completed all the separation procedures.

All expenses incurred by the Company towards the notice period recovery or any other joiningor training expenses payment madeto you will be recovered in full in the event if you voluntarily leave the services of the Company within 1 year from the date of commencement of duty.Any sign on bonus recovery is prorated from the date of commencement of duty.

4.Working Hours: You shall work to any schedule of working hours that the Company may require. However, until otherwise amended, your official working hours will be 9:30AM to 6:30PM (Monday to Friday).The Company reserves the right, to vary or alter the standard working hours based on legal/business requirement.

5. Absence from Work: Absence for continuous period of 3 working days without prior approval of your Manager (including overstay of leave / training), would be deemed to be abandonment of employment by you and your service with the Company shall automatically come to an end without any notice or intimation however Company will not be bound to pay the dues as per separation procedure.No salary will be paid for any unauthorized absence from work on working days.

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6. Performance Appraisal & Increments: You are required to undergo the performance appraisal process in Visteon and your manager is authorized to conduct regular performance reviews in case of performance expectations are not met, you are required to undergo Performance Improvement Plan as per Visteon India HR Policy. Increments are subject to individual and Company performance, which will be at the discretion of Visteon Management.

7. Leave: You will be entitled to 12 days of Earned Leave,12 days of Casual Leave and 12 days of Sick leave subject to the terms and conditions in accordance with the leave policy of the Company. The Company reserves the right to alter the policy from time to time.You are also entitled for official public holidays as confirmed & published every year by the Company.

8. Retirement & Retiral Benefits: You will retire from the services of the Company on attaining the age of 58 years. An extension may, however, be given at the discretion of the management. You may be retired earlier if found medically unfit. As an employee of the Company,social retirement benefits entitledas per the provisions of the Employees' Provident Fund Act & Miscellaneous Provisions Act, 1952 and the Payment of Gratuity Act, 1972 or based on any of its amendments.

9. Duties & Compliance with Company Policies: During your employment with the Company, you shall perform your duties with diligence, devotion and reasonable discretion and attention to Company's business. You acknowledge and agree to that you are governed by all Company polies, rules and regulations as applicable, and the Company reserves the right to enforce, modify or alter the policies, including benefits policies from time to time, which will be communicated to you properly.

During your employment with the Company, except with the Company's prior written consent, you shall not directly or indirectly engage in any employment, consulting, or other activity which would interfere or conflict with the performance of your duties or obligations to the Company or its affiliates, or which would directly or indirectly compete with, or cause damage to Company or its affiliates.

Full Disclosure: You represent and confirm that upon joining, you have disclosed fully to the Company all of your business interests, including that of your own and your immediate relatives, which may be similar to or in conflict with the business and/or activities of the Company. You further agree to disclose fully to the Company any of such interest, during your employment, immediately upon such interest may arise.

10. Any invention, development, process, discovery ,formulae, plan, specification, program, design, process, adaptation or improvement in procedure or other matters or work including any artistic literary or other work which can be subject matter of copyright whatsoever, made, developed or discovered by the employee either alone or jointly with any other person or persons while in employment of the Company, in connection with or in any way affecting or relating to the business of the Company or capable of being used or adopted for use therein or in connection therewith shall forthwith be disclosed to the Company and shall belong to and be the absolute property of the Company

11. You represent that your employment with Visteon is not in violation of any obligation to a previous employer or any entity with which you have had a relationship as an independent contractor or consultant, including any obligation contained in a non-competition agreement, non-solicitation agreement, or similar agreement. You also represent that you are not bringing any materials with you to Visteon that would violate any obligation regarding confidentiality to a prior employer or any entity with which you have had a relationship as an independent contractor or consultant

12. Business Communication: You hereby agree to use Visteon's internal e-mail or computer systems or any such official communication system only for officialuse and refrain from using them for any sort of personal interests.Further, Company may access these systems, from time to time or based on business requirements to check if there have been any illegal or improperaffairs.

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Phone +91 (20) 6737 1200 Fax: +91 (20) 6737 1903

13. Personal Data Privacy & Data Protection: Upon accepting this offer and the terms and conditions under this Letter, you hereby consent and authorize the Company, for the purpose of internal management and external administration to collect, store, process, transmit (domestically and overseas), verify and reasonably use including disclose your information, including your personal information, to third parties including but not limited to government agencies, authorities, human resource service providers, etc. in accordance with Visteon's Global Data Privacy terms.

Visteon respects the privacy of employees' personal data, and is committed to protecting sensitive information as an integral part of the internal compliance rules. Visteon maintains robust processes for handling personal data, managed within departments where the handling of such data is necessary and legally allowed.

The terms of this Letter are strictly confidential between you and the Company, any breach of this confidence will be viewed with utmost seriousness.

This Letter has been made in Pune, and any dispute or suit, action or proceedings arising out of and in connection with this Agreement shall be instituted or adjudicated upon or decided in the first instance exclusively by the appropriate court of law in the city of Pune and no other court in India shall have jurisdiction.

Please acknowledge your acceptance of this offer and the terms and conditions under the Letter by signing on the duplicate copy of this Letter and the annexures and return the same to us within 5 working days.

Thanking you,

Yours faithfully,
Visteon Technical And Services Centre Private Limited

Amaresh Babu Reddy
Talent Acquisition Lead - India

Accepted & Agreed on: _____/_____/_____ Signature: _____

Name of Employee: _____

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Annexure A

COMPENSATION & BENEFIT SHEET		
Name	**Srikanth Kandibanda**	
Designation	**Software Engineer**	
Job Level	**L8**	
Department	**Engineering**	
Date of Joining	**11 Jul 2022**	
Work Location	**Pune**	
Particulars	**Monthly (INR)**	**Annual (INR)**
Basic (A)	**17433**	**209198**
***Flexible Benefit Allowance (B)**	**26150**	**313797**
Total Guaranteed Cash (C = A + B)	**43583**	**522995**
Provident Fund (D) – 12% of Basic	2092	25104
Gratuity (E) – 4.81% of Basic	839	10062
Total Retiral Benefit (F = D + E)	**2931**	**35166**
Performance Incentive (G)		**41839**
Total Compensation (C+F+G)	**50000**	**600000**

*The Flexible Benefits Account can be claimed (a) wholly as supplementary allowance or (b) partly as supplementary allowance and partly as benefits or (c) wholly as benefits. The maximum limit of and the conditions binding each of the components under which the flexible benefits account may be claimed are as follows:

Components	Taxability	Exempted Amount / Limit
House Rent Allowance	Exempted subject to rental bills submission	40% or 50% (for metro cities) of Basic
Telephone Expenses Reimbursement	Fully Exempted subject to bills submission	INR 24,000 ((Max per annum)
Professional Pursuit Allowance Reimbursement	Fully Exempted subject to bills submission	INR 50,000 (Max per annum)
Education Allowance	Fully Exempted subject to bills submission	INR 1200/- per child attending non-residential school/college INR 3600/- per child attending residential school/ college
Leave Travel Allowance	Fully Exempted subject to bills submission	2 way Airfare to any place in India for self & dependents - Employee can allocate the amount as appropriate
SupplementaryAllowance	Fully Taxable	Components which are not opted from the above list will be added to this component

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Note:

- Taxes are applicable as per Income Tax act, 1961 or applicable amendments regularly which will be decided by Govt of India

Additional benefits

- COVID-19 insurance coverage of INR 200,000 per annum for each member insured - self, spouse and two dependent children under Company's Group COVID-19 Insurance Policy
- You will be entitled to Company provided insurance for Hospitalization (Self & family), Accident (self) & Term life insurance (self). Please refer to insurance guidelines for the same upon joining.
- Hospitalization insurance coverage of INR 3,00,000 per annum for self, spouse and two children under Company's Group Mediclaim Policy.
- Accidental insurance coverage for self only for three times of annual basic salary subject to a minimum of INR 10,00,000 under Company's Group Personal Accident Policy.
- Term life insurance coverage for self only for INR 30,00,000 under Company's Group Term Life Insurance Policy.
- Optional parental medical insurance cover for your parents/in-laws at company negotiated rates. The total cost of premium for the parental medical insurance cover will be borne by the employee.
- **Meal Card:** Meal card is provided with INR.1050 monthly (INR.50 per working day) to be used for purchase of food and non- alcoholic beverage.

Amaresh Babu Reddy
Talent Acquisition Lead - India

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ANNEXURE B

ON BOARDING DOCUMENTATION

On the date of joining or before, the following documents should be submitted to Human Resource team:

- Photocopy of Degree/Post Graduate Degree certificate and marks sheets.
- Relieving Letter and Service Certificate from all the previous employers as applicable.
- Recent 3 months' payslips or certificate of last drawn salary or recent increment letter
- Photocopy of your passport, PAN card & Aadhaar number (Mandatory)
- Provident FundUAN Number (Mandatory)
- Passport size white background digital photo (for ID & Access card purpose)
- If you are citizen of any other country, provide documental proof to work in India.

Cognizant

28-Jan-2022

Dear Pavan Kumar Kandukuri,
B.E., Computer Science
Sathyabama Institute of Science and Technology, Chennai

Candidate ID – 19925785

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**.You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee**

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR **401,988/-**. This includes an annual target incentive of INR **22,500 /-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR **450,500/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance, as applicable.

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

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program, if offered to you:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs

focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship (If offered to you):

a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.

b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program

c) There would be zero tolerance to malpractices and misconduct during Internship engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship terms and conditions from time to time.

3.2 Continuous Skill Development (CSD) Program (If offered to you):

a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrolment into the program.

b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

4. Training - Post Joining Cognizant:

Upon successful completion of Internship or CSD program (if offered to you), one of the below options would be followed based on business demands.

a) You could be onboarded directly to business without any additional training.
b) You could be deployed into a formal training based on business specific skill track and it can be used as basis towards your allocation to projects/roles.
c) You could be onboarded directly to business and be given on-the- job training, specific to their project or business needs.

We look forward to you joining us. Should you have any further questions or clarifications, please log into https://campus2Cognizant.cognizant.com

Yours sincerely,
For Cognizant Technology Solutions India Pvt. Ltd.



Maya Sreekumar
Vice President – Human Resources

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

Signature: K. Pavan **Date:** 28/01/2022

Cognizant

Compensation and Benefits

Name: Pavan Kumar Kandukuri **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10500	126,000
2	HRA*	6300	75,600
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7349	88,188
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

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

• Floating Medical Insurance Coverage
• Round the Clock Group Personal Accident Insurance coverage
• Group Term Life Insurance
• Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
• Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

• From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Manager

SI No	Category of Leave	No. of leave days
1	Earned Leave	18
2	Sick Leave	12
3	Casual Leave	6

• From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit 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 Cognizant India Leave policy

Provident Fund Wages:

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

Employees State Insurance:

• Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.
• Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.
• ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

* **Flexible Benefit Plan:** Your compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best. This plan will enable you to
1. Choose from a bouquet of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

** **Incentive Indication:** Incentive amount may be higher, lower, or nil as per the terms described herein. The incentive program is discretionary, subject to change, and based on individual and company performance. It is prorated to the duration spent with Cognizant India for the calendar year and will be paid to you only if you are active on Cognizant's payroll on the day of incentive payout.

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

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

Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of _____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 expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

AND

Pavan Kumar Kandukuri, 22, residing at _____ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or 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 honour 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 requirement. 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

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 information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the 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 breach. The obligations imposed upon you under this clause 5 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, or 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 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 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 notified 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 consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings 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. The shift timings may change from time to time as per

any Company policy and which will be notified to you in advance.
d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference check in line with the Company's 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 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, in case if your background verification report is found to be unfavorable or unsuccessful after you joining the Company, then the Company reserves the right to terminate your employment immediately.

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. The Code of Business Ethics
iii. Acceptable Use Policy and Social Media Policy
iv. Dress Code Policy

Additionally, you will also 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 which 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 the same carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines, processes, please reach out to your HR Talent Manager. It is your responsibility to keep yourself 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 on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (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 the demanding needs of our clients, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/trainings and avenues of up-skilling. 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 3 days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be 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 the employment of 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, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/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, which is 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 5, 6, 10 and 12 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 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 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 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 Company, its affiliates and their employees, contractors or clients without 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 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

Sign: _____
Name:

Pavan Kumar Kandukuri

Sign: K. Pavan
Name:

Warm Welcome

20 April 2022

Name: SATYANARAYANA REDDY KARRI

Applicant ID: **4152**

Mailing Address: **ksnreddy2000@gmail.com**

Sub: Letter of Appointment

Dear **SATYANARAYANA REDDY**,

We are pleased to make an offer of employment on behalf of Sasken Technologies Limited (formerly known as Sasken Communication Technologies Ltd) (hereinafter referred to as **'Sasken'** or the **'Company'** as the context may require), on the following terms and conditions:

Designation: ASSOCIATE SOFTWARE ENGINEER

Band: GT

Date of Joining: 01 June 2022

Location: Bangalore

You will be reporting to **V Madhusudana D Rao**

Total Compensation: Your Total Compensation will be Rs. **509,893.00** per annum. The salary structure is described in the Salary Stack Up Sheet **(Annexure-1)**. For the relocation benefits you are entitled to refer Annexure-2.

Your individual remuneration is a confidential matter purely between yourself and the company and has been arrived at based on the role/job, skill specific background and professional merit. We expect you to maintain this information and any changes made therein from time to time as personal and confidential.

Other Benefits: You will be eligible for the following:

1. Leave, holidays and working hours as applicable to your category of employees and location of posting.
2. Perquisites, if any, as applicable to your category of employees and/ or based on functional requirements as determined by the company
3. Group Medical Insurance coverage, Group Personal Accident and Life Insurance coverage. Sasken encourages all employees to opt for Sasken Mediclaim Policy mandatorily. We also encourage employees to ensure that they have their immediate family covered under the policy.
   Employees may be allowed to opt out of the insurance cover for themselves, if they provide proof of their coverage in other Mediclaim Insurance Policy or as per the Medical Insurance policy conditions. The Insurance premium may vary each year and will be communicated to the employees during the renewal of the policy.
4. Participate in the company Provident Fund Scheme as per the rules and policies applicable to your category of employees.

Terms of Employment

Working Hours: Being a result-oriented company, we believe in flexible timings. The working hours is as per Company policies. However, the company expects every employee to put in minimum of 8.5 work hours per day (excluding lunch break). In case you are at customer location, you are expected to follow the customer work schedule and you may be required to work for 6 days a week or more than 42.5 hours a week, which will not be additionally compensated. You may be required to work on shifts based on customer requirements.

Place of Work: At Sasken, the execution of the project can be at any of the Sasken facilities or at Client location. You will be required to work at any location as determined by the Company from time to time and you consent for the same.

Increment and Promotions: Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are ordinarily given as per the Company Salary Revision cycle.

Retirement Age: You shall retire in the normal course from your services of the company on attaining the age of superannuation that is on the last working day of the financial year following your 60th birthday or earlier if you are found to be medically unfit.

Termination / Notice Period: We hope your association with us will be a very long one. However, this association may be terminated by either party by giving two months' notice. However, in the event of wilful neglect of your duties, breach of trust, gross indiscipline, any other serious dereliction of duties or other misconduct that may be prejudicial to the interests of the company, the company has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever. Sasken reserves the right to pay or recover salary in lieu of notice period from your full and final settlement amount and you consent for the same. Unauthorized absence or absence without permission from duty for a continuous period of 5 working days, shall result in the loss of your lien on employment. In such case, the Company shall be entitled to terminate your employment forthwith. Without prejudice to the generality of the foregoing the Company reserves the right to demand a "No Claim statement" at the time of separation as a condition precedent to close your full and final settlement.

Travel: You are liable to undertake travel on company work for which you will be reimbursed travel expenses as per prevailing Company policy applicable to you.

Assignment/Transfer: You are liable to be assigned/transferred in such capacity as the company may from time to time determine to any other location within or outside India, department, function, establishment, or branch of the company or subsidiary, associate or affiliate company, either in existence or which may come into existence. In such cases you will be governed by the terms and conditions of service applicable to the new assignment. Notwithstanding any assignment/transfer to any branch, subsidiary or affiliate, the Company shall have the right to recover any of its dues from the salary payable to you by any of its branch, subsidiary or affiliate and you consent for the same. In cases where the assignments are made to customer projects, you consent to honour the commitment made to the customer project for a minimum period of six months unless otherwise specified by Sasken.

Pursuant to any business arrangement, including but not limited to, a sale of assets, merger, takeover, acquisition, or hive-off, the Company may also transfer you onto the rolls of another entity and you consent for such transfer.

Medical Fitness: By accepting this offer there is an implicit confirmation by you that you are medically fit to effectively perform the job for which you are employed or for any other assignment that may be given to you from time to time. You may be called upon, to undergo medical examinations, as the management may deem necessary. In the event the examination reveals any ailment including any physical or mental impairment that (i) prevents or hinders you from performing your assignment effectively or (ii) could put the health of the other employees at risk, the same shall be a reasonable ground to discharge your services with immediate effect, without any compensation or notice.

Conflict Of Interests: You are required to engage yourself exclusively in the work assigned by Sasken and shall not undertake any independent or individual assignments (whether the same is Part time or full time, in an advisory capacity or otherwise)

directly or indirectly, with or without compensation, without the express written consent of the Sasken Management. The consent may be given subject to any terms and conditions that the Company may think fit and may be withdrawn at the discretion of the Company.

Confidentiality: Upon reporting to work, you will be required to execute a Confidentiality Agreement in favour of the Company and/or its customers (the 'Confidentiality Agreement').You hereby unconditionally undertake not to use the confidential information of the Company and /or its customers, at any time and your confidentiality obligations shall survive termination/cessation of your employment with the Company. In the event of breach by you of this confidentiality provision and/or the provisions of the Confidentiality Agreement, while in the services of the Company or thereafter, the Company will be at liberty to initiate appropriate legal proceedings against you.

Further you shall not, during the employment, improperly use or disclose any proprietary information or trade secrets of any former employer or other person or entity and shall not bring onto the premises of Company, its affiliates or parent company or utilize for any purpose in connection with their respective business, any unpublished document or proprietary information belonging to any such employer, person or entity unless consented to in writing by such employer, person or entity. In the event of breach, you shall be solely responsible for any claims from your previous or former employer and further undertakes to defend, fully indemnify and hold harmless the Company its affiliates and subsidiaries from all or any claims demands, proceedings, suits and actions, including any related liabilities, obligations, losses, damages, penalties, fines, judgments, settlements, expenses (including attorneys' fees) and costs (collectively, "Claims"), that may be asserted against or incurred by the Company its affiliates and subsidiaries.

As an employee you will have access to the confidential information of the Company and to the valuable trade and business connections belonging to the Company, which are essential to the continued success of the Company. The disclosure of any such confidential information or exploitation of such trade or business connection otherwise than to the benefit of the Company would do serious damage, financial and otherwise to its business. Therefore you shall not without the prior written consent of the Company during your period of employment and for a period of two years after the exit, whether alone or jointly with, or as principal, partner, agent, director, employee, or as consultant, directly or indirectly be engaged in any executive or technical capacity in any business concern which shall be in competition with any of the businesses carried on by the Company as on the date of exit, for whatever reason.

Compliance with Data Protection Laws: As an employee you must ensure compliance with the Data Protection Laws when handling personal data in the course of employment including personal data relating to any employee, consultant, customer, client, supplier or agent of Sasken. As an employee you will also comply with the Sasken's IT Corporate Policy and other communication policies while handling personal data.

In case of failure to comply with the Data Protection Laws or any of the policies listed above the same may be dealt with under our disciplinary procedure of Sasken and, in serious cases, may be treated as gross misconduct leading to summary dismissal.

"Data Protection Laws" means data protection and privacy laws, regulations, regulatory requirements and codes of practice and code of data protection and privacy policy of Sasken in connection with its data processing obligations or which may otherwise apply, including laws applicable in the country or countries where personal data is collected, held or processed, including the Data Protection Directive and Directive 2002/58/EC and 95/46/ EC (and respective local implementing laws) and the Privacy and Electronic Communications Directive 2002/58/EC, regulations issued by the USA Department of Health and Human Services, and any applicable guidelines and codes issued by a competent data protection authority, or other competent governmental body or agency, in respect of such laws, or any subsequent directives.

Non - Solicitation: During the period of employment and for a period of two (2) years after the date of termination of your employment with the Company, you shall not either directly or indirectly, either alone or in association with others (i) Solicit, or encourage any organization and/or any third party to Solicit, any customers and suppliers of the Company or its affiliates and subsidiaries; (ii) Hire for employment, or engage as an independent contractor or permit any organization to Hire for employment, any person who is in employment of the Company or its affiliates and subsidiaries.

The term "**Solicit**" shall mean, but is not limited to any request or appeal made directly or indirectly, either oral or written, or any endeavour to obtain, seek or plead for business or securing a promise of business or an attempt to advertise, promote, sell, distribute products or services or issuance of an offer for products or services, submission of a quotation or request for any favours of commercial value addressed to any customers and suppliers of Sasken, which may directly or indirectly result in interfering with the business relationship of the Company or its affiliates and subsidiaries with its customer and suppliers.

The term "**Hire**" shall mean, but is not limited to a request or appeal or an attempt to offer or to offer an opportunity for employment or contractual work directly or indirectly, with or without wages to any employees of the Company or its affiliates and subsidiaries.

Non Disparagement: You undertake to refrain from making any negative or disparaging statements (orally or in writing) about Sasken or its stockholders, directors, officers, employees, products, services or business practices, at any point of time for any publication in the print media, internet, blog or in any other media and shall further refrain from urging or influencing any person to make any such statement or engage in any conduct, which goes against the interest of Sasken, in any manner. This covenant shall survive & continue in perpetuity and shall be binding on the Employee, at all times.

Intellectual Property Ownership: You hereby agree that any idea, invention, design or discovery, and any intellectual property rights arising there from, whether conceived or made by you alone or with others, during the employment (whether during the course of your normal duties or other duties specifically assigned to you and whether during normal working hours or using the facilities of the Company or otherwise) which relate to the business of the Company or not, are the property of the Company and you hereby assign any such rights which original vest in you to the Company and unconditionally and irrevocably waive all moral rights in the same.

If you conceive or make or are involved in developing any such idea, invention, design or discovery and any intellectual property rights arising there from, you will immediately disclose all information concerning the same to the Company (but otherwise keep the same confidential) and at the Company's request assign (and do everything necessary to assist in the assignment of) your intellectual property rights in the same in any jurisdiction worldwide to the Company without receiving payment. You hereby agree to enter into a detailed intellectual property assignment agreement, with Company and/or its Customers, when requested by Company.

Company Property: You are expected to use the Company property including tools, software, hardware, laptops office and other equipment with due care and diligence. You may be liable to compensate the Company for any loss or damage the Company may incur as a result of damage or destruction to the Company property arising out of your negligence or misconduct.

Upon termination of the employment for any reason, you shall immediately return to the Company all property, including, but not limited to, laptops, documents, papers, records, accounts, specifications, catalogues, drawings, lists, correspondence, keys, visiting cards, security passes or the like relating to the Company's business which is in your possession or under control and you must not take copies of the same without the Company's express written authority.

Personal Data: You will keep us informed of any change in your residential address, your e-mail address for correspondence, your civil status, and educational professional qualification. In the event of any change in the data or information provided by you at the time of joining the company, you will immediately update all such information in the online employee information sheet so as to keep all records updated and accurate at all times. Any notice required to be given to you shall be deemed to have been duly and properly served if delivered to you personally or sent by registered post to you at your address, as recorded with the Company. Sasken takes all reasonable security measures to protect the Personal Information of their employees against loss, misuse or unauthorized access, disclosure, alteration or destruction.

Statement of Facts: It must be specifically understood that this offer is made based on your proficiency on the technical / professional skills you have declared to possess as per the application, and on the ability to handle any assignment / job independently anywhere in India or overseas. In case, any information furnished by you in your application or during the selection

process is found to be incorrect/false/ misleading, and/or if it is found that you have suppressed any material information in respect of your qualification or past experience, or your performance is not up to the mark or falls short of the minimum standards set by the Company, the Company reserves the right to terminate your services anytime without notice or compensation in lieu thereof.

You covenant that as at the date of joining Company you will not be under any obligation, restriction or duty, whether express or implied, to any third party which might or will adversely affect your ability to enter into this employment or which might or will prevent or restrict you wholly or in part, from performing the duties herein.

Recovery: The Company shall be entitled to require you to execute a Service Agreement undertaking to serve the Company for a minimum stipulated period, in the event that the Company is desirous of imparting to you any specialized training relevant to your employment with the Company and you consent for the same. In such a case, you shall be entitled to terminate your employment with the Company only on the completion of the stipulated service period agreed to and provided therein or you shall repay to the Company, a pre-determined amount covering all the costs paid to you or on your behalf on this training. Refusal of attending or receiving such training shall be a misconduct. In the event of failure to pay the pre- determined amount, the Company shall be entitled to adjust the same from your full & final settlement and you consent for the same. If the full & final settlement amount is not sufficient to recover the pre- determined amount, the Company may at its sole discretion initiate appropriate legal proceedings for recovery of the balance amount.

Communication on Salary Revision: Any communication on salary and benefits, present or future, will be valid only if communicated by the designated persons from HR. In this regard, no other communication made by reporting manager, functional head or any other managers will be considered valid and binding on the Company.

Background verification: This offer is valid subject to Background verification clearance. However, in the event of discrepancy in the information provided, the company has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.

Equal Opportunity Employer: Sasken is committed to being an equal opportunity employer that will provide equitable access to all in terms of employment opportunities, career advancement and compensation and benefits without any discrimination based on factors such as gender, sexual orientation, nationality, religion, and disability among others. Equity, justice and fairness will be the guiding principles governing every decision related to the Company policies. You are responsible for upholding the spirit of the policies, embracing commitment to our foundational values IRISE, and business values LEAP. You pledge to act in a manner that ensures compliance and avoids violations.

Policies and Practices: The employment terms contained in this letter are not exhaustive and are subject to Company policies including Sasken Code of Conduct and Sasken NDA. You agree to abide by all the Company rules, regulations, instructions, policies, practices and procedures that the Company may amend / abrogate / modify/rescind from time to time and to identify the Company for any loss suffered as a consequence of a breach by you of the Company's rules, regulations, instructions, policies, practices and procedures. All Company policies, practices and procedures are available on Company’s intranet and the same shall override any oral or written communication made by any employee.

You acknowledge and agree that any written communication made by any employee that deviates from policies practices and procedures published on Company’s intranet shall not be binding on the Company, unless such written communication is counter signed by HR Head or any members of the Governing Council. You are advised and instructed to go through the policies and strictly adhere to them. Violation, Noncompliance or breach of any of the Company policies and regulations shall be considered as serious misconduct and dereliction of duty, which can call for immediate termination of employment.

Your employment terms may be specifically enforced legally, if required. In this connection, if any of the provisions of this agreement are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provision of this agreement shall continue in full force and effect.

Order of precedence: This employment / offer letter represents the entire agreement between you and the Company and supersedes and replaces any prior representations, promises, understandings, communications or agreements, whether oral or written, between you and the Company regarding the subject matter described in this offer letter, including any offer letter earlier issued by the Company to you. This letter agreement may only be changed, altered, modified or amended in a written document signed by you and a duly authorized signatory of the Company.

To indicate your acceptance of the company's offer please sign and date the duplicate of this Offer letter and send to offers@sasken.com of Talent Acquisition-Team at the earliest.

You are required to report to the Sasken office address at 9.00 am on the date of your joining, and the offer stands withdrawn thereafter, unless the reporting date is extended and communicated to you in writing. Please ensure that you reach the office at the designated time for the joining formalities. At the time of joining, you are requested to submit the documents as per Annexure 3.

We hope that our association will be a long, fruitful and mutually satisfactory one.

Yours sincerely,
For **Sasken Technologies Limited.**

Digitally signed by



Date: 20 April 2022
Location: Bangalore

I acknowledge that I have carefully read and fully understood and accept all the contents of this Offer letter and that I am voluntarily & unconditionally accepting the same. I understand that I am required to sign this Offer letter as a condition of my employment with Sasken.

My joining date will be: 01 June 2022

Mailing address: 1-343 , venugopal Swami temple Street, ublanka

Permanent Address: 1-343 , venugopal Swami temple Street, ublanka

Signature: Date:

Enclosures:
Annexure 1- Salary Stack Up Sheet; Annexure 2 – Relocation Benefits; Annexure 3 – Joining Formalities

Annexure 1

SALARY STACK UP SHEET

Name: SATYANARAYANA REDDY KARRI	
Salary Stack Up Sheet For GT	
Compensation Structure	Amount in INR
A.Fixed Pay	450,000.00
A1. Basic	205,764.00
A2. Flexible Benefits Pay	219,544.00
A3. Statutory Bonus	0.00
A4. Employer Contribution of PF	24,692.00
B.Variable Pay	50,000.00
C.Gratuity	9,893.00
D. CTC (= A+B+C)	509,893.00

Note: Variable Pay-out will be based on the Company Variable Pay Plan policy.

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Compensation Structure (Take home)

SATYANARAYANA REDDY KARRI

Components of Salary	Value in INR	
Earnings		
	Monthly	**Annum**
BAND		
VPP %	**10.00**	
Gross	37,500.00	450,000.00
I. EARNINGS		
A. Basic	17,147.00	205,764.00
B. Flexible Benefit Pay i. House Rent Allowance ii. Conveyance Allowance iii. Medical Expenses Reimbursement iv. Leave Travel Allowance v. Children Education Allowance vi. Children Hostel Allowance vii. Refreshment Allowance viii. Hospitalization Reimbursement ix. Other Allowance x. Superannuation employer (Max 15% of monthly gross)	18,296.00	219,544.00
C. Statutory Bonus	0.00	0.00
D. Company Contribution of PF	2,058.00	24,692.00
F. Fixed pay (A+B+C+D)	37,500.00	450,000.00
G. Variable pay	4,167.00	50,000.00
H. Total Salary (F+G)	41,666.67	500,000.00
I. Gratuity	825.00	9,893.00
K. CTC (H+I)	42,492.00	509,893.00
II. STANDARD DEDUCTION		
L. Employee contribution of PF	2,058.00	24,692.00
M. Professional Tax	200.00	2,400.00
N. Total deduction (L+M)	2,258.00	27,092.00
O. Net Pay before Tax((A+B+C) - N))	33,185.00	398,216.00

Note:
Net pay before tax mentioned subject to:
1. Income Tax deduction.
2. Professional tax varies from State to State
3. Any other statutory deduction which is not mentioned above

Annexure 2

Dear **SATYANARAYANA REDDY,**

Welcome to the Sasken Family.

In order to make your transit smooth, we offer the following benefits to help you and your family relocate from the current place of stay to Bangalore. You must claim reimbursement of these expenses within one month of your joining Sasken.

Shifting of personal effects in case of intercity movements: In case you are moving personal effects, the company will pay for its moving, on actuals subject to limits as per the Sasken Domestic Relocation Policy. This includes charges of Insurance, Packing, Loading, Unloading, and Unpacking. All bills in original have to be submitted for claiming the same.

Reimbursement of Relocation expenses in case of intercity movements: All the relocation expenses are one-time reimbursements. Hence once you have joined you can get these expenses reimbursed. You can do this by attaching a relocation reimbursement form to all the documents supporting your expenses, and getting it approved by your manager. You could then forward it to Finance through HR, to get a reimbursement.

Assistance in Housing: Brokerage charges up to fifteen days rent will be paid subject to the limits defined as per Sasken Domestic Relocation Policy. Sasken also provides an interest free housing security deposit loan. The loan will be recovered from your salary in 18 equal monthly instalments starting from the following month of the loan sanction.

Notice Pay: If Sasken has agreed 'at the time of selection' to reimburse the notice pay, the same will be reimbursed on production of a receipt from the previous employer.

Please note that all relocation reimbursement expenses will be considered as taxable income. This tax liability would be borne by the employee.

If you leave the Company within one year of joining, you will have to refund the entire amount spent by the company in relocating you and your family as per the Domestic Relocation Policy of the company.

For any further clarifications / doubts in this regard, please contact offers@sasken.com.

Yours cordially,
For **Sasken Technologies Limited**

Lata Bhat
Global Head - Talent Acquisition

SASKEN

Annexure 3

JOINING FORMALITIES

20 April 2022

Dear **SATYANARAYANA REDDY,**

Thanking you in anticipation for opting to join us and welcome to the Sasken family.

Pre-joining Process: We would require the following information from you fifteen days prior to your joining, to make your joining process as smooth as possible.

- Your actual date of joining
- If you are relocating and you need initial assistance for accommodation
- PAN details

At Sasken we encourage joining preferably on Monday but offer flexibility to join on all working days at 9.00 A.M.

Please use the checklist below, for all **MANDATORY** documents, which need to be produced on the day of your joining. **If you are without all your documents on the day of joining, we would be unable to continue with your joining formalities for that day**, you would need to return on the following joining schedule. We request you to inform us ahead of time of any issues pertaining to your joining or with respect to producing any of the required documents on the joining date. This will help us to plan accordingly.

Note: Please carry the original copies of all mandatory documents. The originals are required only for verification purpose and will be handed over back to you post verification.

1. Experience certificate from all the previous organizations
2. Last three month pay slip (Most recent employment)
3. Highest qualification degree certificate + All Semester marks sheet
4. Copy of Passport (if you have)
5. Copy of all visas including the expired ones (if you have)
6. 2 Copies of Aadhaar
7. 2 Copies of PAN Card
8. Four passport size photos with white background ONLY
9. Your blood group details
10. Date of Birth of dependants (for medical policy)
11. PF details

- Old PF account number

- Address of the current organization with whom it is retained (if you intend to get your PF transferred).

- PF account of the previous establishment (Is it with the Regional Provident Fund Commissioner or with a private trust. In case of private trust, please carry the name of the trust)

Looking forward to meeting you.

For any clarifications do get in touch with the signatory of this document.

Thanking You,

Yours Cordially,
For **Sasken Technologies Limited,**

Lata Bhat
Global Head - Talent Acquisition

Annexure 4

Condition of employment for Campus Hires

Welcome to the Sasken Family.

This offer of employment is valid subject to your successful completion of the qualifying degree in this academic year, scoring a minimum of 65% aggregate (or 6.5 CGPA) with no standing backlog in your graduation/post-graduation, Standard 12th (or Diploma) and Standard 10th. It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics. Sasken 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.

Date of joining provided in this offer is provisional. Exact date of your joining will be intimated to you after you provide us the marks card of all the semesters or/and the provisional degree certificate of the highest qualification for which you are offered this employment, and the marks card/certificate of Standard 10th and Standard 12th (or Diploma).

We look forward to your joining at Sasken. For any further clarifications / doubts in this regard, please contact offers@sasken.com.

Yours cordially,
For **Sasken Technologies Limited**

Lata Bhat
Global Head - Talent Acquisition

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

12th January, 2022

Kauveri Kavyashree Gobi
Block No G-308, Gmr Brindavan
Apartments, Waddepally, Hanamkonda,
Warangal, Telangana

Re.: **Internship with HCL Technologies Limited**

Dear **Kauveri Kavyashree Gobi,**

Congratulations!

This is in response to your application for internship dated **18th January,2022.**

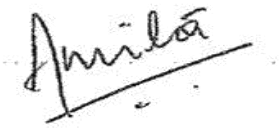
We are pleased to offer you an internship in **HCL Technologies Limited** ("HCL" or "Company").

You are required to report to **Thiagu** at the following Address **HCL Technologies Ltd, Chennai-AMB-1, Amb. Ind. Estate, D12&12B** on **18th January, 2022** at **9:00 AM.**

The internship shall be governed by the terms and conditions as laid down hereunder in this internship agreement as stated in **ANNEXURE 1.**

We extend a warm welcome to you as an 'intern' in our establishment.

For HCL Technologies Limited,



Amrita Das
Vice President, Head-Global Rewards

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www.hcl.com

Internship Agreement - ANNEXURE 1

1. The duration of your internship would be **6 months** . Your internship shall come to an automatic end on **18th July, 2022**. Please note that this internship is not an offer for employment by the Company and doesn't create any employer and employee relation and neither of us intends any employment relationship to be created either now or at any time in the future, accordingly regulations governing employment with the Company will not apply to you.

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

3. During your internship with the Company, you will be paid a stipend of **Rs. 18000** per month, subject to deductions as per applicable tax laws.

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

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

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

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7. Your continuation in internship shall be subject to the satisfactory verification of your credentials, testimonials, etc. and the details given by you in your Application Form/ Declaration. Your internship shall be liable to be terminated summarily if it is found at any time that you have concealed any material information or given any false information/ particulars or convicted of or pleaded guilty of any offence or crime.

   For the avoidance of doubt, your signature in this Letter constitutes your express authorization to the Company (or the appointed third party) to conduct a background investigation on your credentials, as may be necessary.

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

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

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

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

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

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

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

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

16. You consent to the Company monitoring and recording any use that you make of the Company's electronic communications systems for the purpose of ensuring that the Company's rules are being complied with and for legitimate business purposes. You shall comply with any electronic communication systems policies, if any, that the Company may issue from time to time.

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www.hcl.com

17. Right to search

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

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

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

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

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

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

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

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

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

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

I accept the above terms & conditions

Student's Name:

Signature :

Date :

Cognizant

11-Jan-2022

Vempalli Sai Keerthi Reddy
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Vempalli Sai Keerthi Reddy,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

• The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
• Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
• There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
• You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
• You may be required, to travel to other locations within India if there is a business need as per your internship program
• Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
• Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
• Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**



Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: **Date:**

Cognizant

03-Dec-2021

Kollimalli Raja Ramesh
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Kollimalli Raja Ramesh,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

Cognizant

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: K. RajaRamesh **Date:** 5/12/2021

DocuSign Envelope ID: 4A9CF16F-4B11-4582-8BC8-B2486F5ED2F5



Cisco Systems (India) Private Limited
SEZ Unit, Cessna Business Park,
Kadubeesanahalli Village
Varthur Hobli, Sarjapur Marathalli Outer Ring Road
Bangalore, Karnataka 560103
CIN: U31909KA1995PTC019505
India

Dear **Konchada**

Congratulations on your offer to join Cisco.

At Cisco, our commitment is to drive the most trusted customer experience in the industry, through our innovation, choice, and extraordinary people. We have a unique opportunity to build a better, more equitable, and inclusive future for everyone.

Day to day, we make a meaningful difference for our people, our customers, and the world around us. We support each other and work together to create shared success that will benefit everyone. As we bring our talents and ideas together, we hope you will join us as we work to empower an inclusive future for all.

We're offering you a position as a **Technical Undergraduate Intern**, Grade **99** in **123 - Cisco Systems (India) Private Limited**. You'll report to me, **Anu M Chacko |anchacko@cisco.com** and you'll start in our **IND-BANGALORE.NON-REMOTE** office.

When you'll start

We're planning for you to start on **02-Feb-2022** (Start Date). If this date won't work for you, please email me (**Anu M Chacko |anchacko@cisco.com**) with the date you prefer and we can discuss options. You just need to make sure it is at least two weeks after we received all your signed documents.

What Happens Next?

Please let us know your response to this offer by **17-Jan-2022** by either accepting this offer or contacting your recruiter or me to discuss.

If you accept the offer, you'll get access to our hiring portal, "My Documents Space" where you'll find more about what you need to get started on your Cisco career journey, including an overview of the benefits that are offered to our employees in India.

Get in touch if you have any questions. Reach out to me personally, or your recruiter, who is also a great source of information. It's been a pleasure getting to know you, **Konchada**. I look forward to having you on our team!

Welcome to Cisco!

Anu M Chacko |anchacko@cisco.com

Leader, Technical Marketing

Cognizant

31-Jan-2022

Dear Konda Sai Rahul,
B.E., Computer Science
Sathyabama Institute of Science and Technology, Chennai

Candidate ID – 19933950

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**.You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee**

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR **401,988/-**. This includes an annual target incentive of INR **22,500 /-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR **450,500/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance, as applicable.

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

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of % aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant.

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program, if offered to you.

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs

focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship (If offered to you):

a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.

b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program

c) There would be zero tolerance to malpractices and misconduct during Internship engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship terms and conditions from time to time.

3.2 Continuous Skill Development (CSD) Program (If offered to you):

a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrolment into the program.

b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

4. Training - Post Joining Cognizant:

Upon successful completion of Internship or CSD program (if offered to you), one of the below options would be followed based on business demands.

a) You could be onboarded directly to business without any additional training.
b) You could be deployed into a formal training based on business specific skill track and it can be used as basis towards your allocation to projects/roles.
c) You could be onboarded directly to business and be given on-the- job training, specific to their project or business needs.

We look forward to you joining us. Should you have any further questions or clarifications, please log into https://camous2Cognizant.cognizant.com

Yours sincerely,
For Cognizant Technology Solutions India Pvt. Ltd.

Maya Sreekumar
Vice President – Human Resources

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

Signature: Sai Rahul **Date:** 01-02-2022

Cognizant

Compensation and Benefits

Name: Konda Sai Rahul **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10500	126,000
2	HRA*	6300	75,600
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7349	88,188
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

- From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Manager

Sl No	Category of Leave	No. of leave days
1	Earned Leave	18
2	Sick Leave	12
3	Casual Leave	6

- From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit 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 Cognizant India Leave policy

Provident Fund Wages:

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

Employees State Insurance:

- Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.
- Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.
- ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

* **Flexible Benefit Plan:** Your compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best. This plan will enable you to
1. Choose from a bouquet of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

** **Incentive Indication:** Incentive amount may be higher, lower, or nil as per the terms described herein. The incentive program is discretionary, subject to change, and based on individual and company performance. It is prorated to the duration spent with Cognizant India for the calendar year and will be paid to you only if you are active on Cognizant's payroll on the day of incentive payout.

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

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

Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of _____ 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 expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

AND

Konda Sai Rahul, 22, residing at _____ (hereinafter referred to as " you", "your" or "yourself", which expression shall unless repugnant to the context or 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 honour 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 requirement. 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

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 information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the 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 breach. The obligations imposed upon you under this clause 5 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, or 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 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 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 notified 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 consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings 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. The shift timings may change from time to time as per

any Company policy and which will be notified to you in advance.
d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference check in line with the Company's 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 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, in case if your background verification report is found to be unfavorable or unsuccessful after you joining the Company, then the Company reserves the right to terminate your employment immediately.

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. The Code of Business Ethics
iii. Acceptable Use Policy and Social Media Policy
iv. Dress Code Policy

Additionally, you will also 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 which 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 the same carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines, processes, please reach out to your HR Talent Manager. It is your responsibility to keep yourself 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 on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (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 the demanding needs of our clients, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/trainings and avenues of up-skilling. 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 3 days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be 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 the employment of 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, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/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, which is 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 5, 6, 10 and 12 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 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 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 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 Company, its affiliates and their employees, contractors or clients without 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 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

Sign: _____
Name:

Konda Sai Rahul

Sign: Sai Rahul
Name: Konda Sai Rahul

Mirketa Software Pvt. Ltd.
Reg. Office: Level 3B, DLF Centre,
Sansad Marg,Connaught Place
New Delhi -110001

December 23rd, 2021

EMPLOYMENT OFFER LETTER

Dear **Ms. Bhavani Konderu,**

Mirketa Software Pvt Ltd. is pleased to offer you a job as **Salesforce Developer Trainee for Bangalore location.** We trust that your knowledge, skills, and experience will be among our most valuable assets.

You will be joining our team on **January 17th, 2022**. For now, your onboarding would be **Virtual / Remote onboarding**. When we open our office, you are required to work from office. You should accept this job offer; per company policy you'll be eligible to receive the following beginning on your hire date.

Salary:

Your CTC will be **INR 5,00,000** annually, paid in accordance with the Mirketa's payroll procedures. Your CTC includes Basic Salary, Allowances and PF Contributions.

Please find below your CTC breakup:

Particulars	Monthly Breakup	Annual Breakup
Basic	16,668	2,00,016
HRA	8,334	1,00,008
PF - Employer Contribution	2,000	24,000
PF - Employee Contribution	2,000	24,000
Special Allowance	12,665	1,51,976
Gross Salary	**41,667**	**5,00,000**
Annual Performance Bonus	-	-
Total CTC (Incl. Bonus)	**41,667**	**5,00,000**
In Hand Salary (Excl. Tax and Bonus)	**37,667**	**4,52,000**

Probation Period:

You will be on a probation period for the initial 6 months of your employment. During and after the end of your probation period your performance will be evaluated. After the end of your probation period Mirketa will confirm your employment continuation. Mirketa reserves the right to terminate your employment without any notice during Probation period.

Working Hours:

You may be required to work in shift and/or working hours as defined by Mirketa. You may be required to work beyond your existing working hours depending upon the business requirement from time to time. No shift allowance is entitled. Whenever you are working shift changes, shift allowance will be always based on project / management discretion.

Mirketa Software Pvt. Ltd.
Reg. Office: Level 3B, DLF Centre,
Sansad Marg,Connaught Place
New Delhi -110001

Health Insurance:

You are eligible to get employee-self group health insurance coverage of sum insured amount 3.00 Lac annually. For more information you may go to health insurance policy in HR policy shared drive.

Mobility:

Mirketa reserve the rights to transfer you at any work sites or companies in India or outside India, on the term and conditions as applicable to you at that time.

Background Check:

The Company reserves the right to conduct background investigations and/or reference checks on all of its potential employees. Your job offer therefore, is contingent upon a clearance of such a background investigation and/or reference check, if any.

Alternative Employment:

During your employment at Mirketa you are not permitted to undertake any other employment, business opportunities without any prior written permission of Mirketa Software Pvt. Ltd,

Non-compete, intellectual property and confidentiality agreement:

As a part of the joining formalities, you are required to sign non-compete, intellectual property and confidentiality agreement which aims to protect the intellectual property rights and business information of Mirketa and its client.

Provisional Employment Terms
Your employment offer is contingent upon the following:

- Successful completion of the engineering degree by July 30th, 2022 or depending upon exam completion date.
- Successful completion of Mirketa Internship cum Training program.

Internship Cum Training Program:

You are required to join Mirketa Internship cum training program January 17th, 2022. You will be paid INR 2.28 LAC per annum, which include Provident Fund and ESIC. Your take-home will be INR 15,300/ - per month during training period. Your performance would be evaluated periodically during training period.

Notice Period:

If you leave the company during the probation period, then you must serve a notice period of 30 days and after probation period you must serve a notice period of 60 days.

Evidence of Employment Eligibility:

You will be required to provide to the Company documentary evidence of your identity and eligibility for employment in India. Such documentation must be provided to us within three (3) business days of your date of hire, or our employment relationship with you may be terminated.

Mirketa Software Pvt. Ltd.
Reg. Office: Level 3B, DLF Centre,
Sansad Marg,Connaught Place
New Delhi -110001

Non-Solicitation of the employees:

You agree that during your employment with the company and for two year following termination of your employment with the company, including without limitation, termination by the company for cause or without cause you shall not, directly or indirectly solicit or induce or attempt any employee of the company to leave the company for any reason whatsoever or hire any employee of the company.

Non-Solicitation of the Clients:

You agree that during your employment with the company and for two year following termination of your employment with the company, including without limitation, termination by the company for cause or without cause you shall not, directly or indirectly solicit or induce or attempt any employment or any direct or indirect business contract with any of Company's Clients.

Limitations:

We also ask that, if you have not already done so, you disclose to the Company any and all agreements relating to your prior employment that may affect your eligibility to be employed by the Company or limit the manner in which you may be employed. It is the Company's understanding that any such agreements will not prevent you from performing the duties of your position and you represent that such is the case. Moreover, you agree that, during the term of your employment with the Company, you will not engage in any other employment, occupation, consulting or other business activity directly related to the business in which the Company is now involved or becomes involved during the term of your employment, nor will you engage in any other activities that conflict with your obligations to the Company. Similarly, you agree not to bring any third party confidential information to the Company, including that of your former employer, and that in performing your duties for the Company you will not in any way utilize any such information.

As a Company employee, you will be expected to abide by the Company's rules and standards. Specifically, you will be required to sign an acknowledgment that you have read and that you understand the Company's rules of conduct which are included in the Company Handbook, which the Company will soon complete and distribute.

Dispute Resolution:

In the event of any dispute or claim relating to or arising out of our employment relationship, you and the Company agree that (i) any and all disputes between you and the Company shall be fully and finally resolved by binding arbitration, (ii) you are waiving any and all rights to a jury trial but all court remedies will be available in arbitration, (iii) all disputes shall be resolved by a neutral arbitrator who shall issue a written opinion, (iv) the arbitration shall provide for adequate discovery. Please note that we must receive your signed Agreement before your first day of employment.

To accept this job, offer:

1. Sign and date this job offer letter were indicated below.
2. Attend new-hire orientation on will be **January 17th, 2022**, or another mutually agreed upon date.

Mirketa Software Pvt. Ltd.
Reg. Office: Level 3B, DLF Centre,
Sansad Marg,Connaught Place
New Delhi -110001

If you accept this job offer, your hire date will be on the day that you attend new-hire orientation.
The terms of this offer letter are considered confidential information to Mirketa Software Private Limited, and we trust that you will treat it confidentially. It may not be used for distribution.

Please bring the copies of the following documents at the time of your joining.

- Personal Identity Proof
- Educational Documents – Mark sheets & Degree
- Last Employment – Appointment & Relieving Letters along with the Last 3 Salary Slips/ Bank Statement
- 3 Passport Size Photographs
- Address Proof and PAN card copy
- Signed copy of offer letter and Employee Non-Compete Agreement

We are confident that you will be an asset to our team, and we look forward to your joining us.
Sincerely,



Anu Agarwal
Head – HR, Mirketa Software Pvt Ltd

Accept Job Offer
By signing this letter below, I, **Bhavani Konderu,** accept the job offer of **Salesforce Developer Trainee** at Mirketa Software Private Limited.

Signature:

Date:

Cognizant

03-Dec-2021

Koppineedi Sai Krishna Chaitanya
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Koppineedi Sai Krishna Chaitanya,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**



Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature:  **Date: 04/12/2021**

Cognizant

03-Dec-2021

Korrapati Premchand
B.E. Computer Science
Sathyabama Institute of Science and Technology, Chennai

Dear Korrapati Premchand,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.

- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

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

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**



Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature:  **Date: 06-Dec-2021**

Cognizant

03-Dec-2021

Kshatri Sumanth Singh
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Kshatri Sumanth Singh,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

Cognizant

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting:

- Photocopy of your Passport & Visa
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- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: K. Sumanth Singh

Date: 04/12/2021

Cognizant

03-Dec-2021

Kummara Naresh
B.E. Computer Science
Sathyabama Institute of Science and Technology, Chennai

Dear Kummara Naresh,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
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- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

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Cognizant

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You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: K. Naresh. **Date:** 28/01/2022.

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Cognizant

05-Jan-2022

Kummara Sai Tarun Kumar
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Kummara Sai Tarun Kumar,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

Cognizant

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: K-SaiTarunkumar **Date:** 28/01/22

TRANSACT

28-February-2022

HR / 21-22 /CR0003

Ms. Madireddy Divya
CHENNAI

Employment Offer

Dear Divya,

Welcome to Transact Campus India (Transact).

With reference to your application and subsequent interviews, we are pleased to offer you the position of **an Intern** at **Transact with stipend of Rs.30,000/-** per month on the terms and conditions set forth below. During the first 3 months you would be an Intern and shall be going through the technical training. From July 15, 2022, you would be allocated to the team as **Trainee Engineer** and your Cost to Company (CTC) will be **Rs.560,00/- (Rupees Five Lakhs Sixty Thousand Only)**. You are required to join on **14-March-2022.** The terms and conditions of your employment shall be effective from the date of joining.

1. The breakdown of your Compensation is detailed in **Annexure – A.** Your compensation may change from time to time, and you will be informed in advance of such changes. Your gross base salary will generally be reviewed annually, however this does not necessarily mean it will be increased. Any adjustments to your gross base salary will be made in accordance with the company's procedures that are then in effect.

2. Your employment with us will be governed by terms and conditions referred in **Annexure – B.** Kindly note that these terms and conditions are subject to modifications, which you are always expected to abide by, during the term of your employment with Transact.

3. Transact has the sole discretion to modify your duties as it may deem appropriate, and you will be expected to undertake all responsibilities that may be assigned to you by Transact at any time.

4. You are required to acknowledge your acceptance to the offer on or before **02-March-2022** failing which, the offer will be considered null and void.

5. Kindly acknowledge your acceptance to this employment offer by replying to the mail (or) duly signing the duplicate copy of this offer.

TRANSACT

6. You are requested to **report at 09:30 am** at **Transact Campus India Pvt Ltd, Rayala Techno Park, 6th Floor, #144/7, Rajiv Gandhi Salai, Kottivakkam Chennai, 600 041** for completing the joining formalities.

   We are looking forward to having you join and work with us to build Transact. If you have any questions, please contact Swaminathan.srinivasan@transactcampus.com.

   Thank you,



Srinivasagopal R
General Manager
Transact Campus India Pvt Ltd

I acknowledge that I have read the offer letter and annexures and will join Transact on_____.

Madireddy Divya **28-February-2022**

Signature

TRANSACT

ANNEXURE – A

COMPENSATION STRUCTURE

Your Cost to Company (CTC) will **Rupees Five Lakhs Sixty Thousand Only,** the breakdown of which is provided below:

Compensation Components		Amount in Rupees.
Basic Salary **(A)**	:	205251
House Rent Allowance (HRA) **(B)**	:	102625
FLEXI BENEFIT PLAN (C)		
Leave Travel Allowance	:	30,000
Special Allowance	:	150,621
RETIRALS (D)		
Employer contribution to Provident Fund	:	24630
Annual Compensation (A+B+C+D)	:	**513127**
Employer contribution to Gratuity	:	9873
Medical, Accident & Life Insurance	:	37,000
Total Cost to Company (CTC)	:	**560000**

Note:

I. You will be hired as intern for 3 months (March 2022 to June 2022) and will be undergoing training along with projects and assessments. During this period, you will be paid a stipend of Rs.30,000/- per month.
II. On successfully completing of training, and clearing the assessments, you will be absorbed into the team and designated as Trainee Engineer where your compensation will be as mentioned above.
III. The other benefits mentioned below will be applicable post training and successfully getting inducted into the team

Other Benefits

a) Gratuity: You will be entitled to receive gratuity in accordance with the Company's plan

b) Group Medical Insurance Policy: You and your family (Parents, Spouse & Children) are eligible for Company sponsored Group Medical Insurance as per policy.

c) Group Personal Accident Insurance policy: You are eligible for the Company's Group Personal Accident Insurance as per policy.

d) Group Term Insurance Policy: You are eligible for the Company's Group Term Insurance as per policy.

Note: Your compensation information is confidential to you and should not be shared with anyon

TRANSACT

ANNEXURE – B

Terms & Conditions

1. Confidentiality/Non-Solicitation Agreement and other Company Policies

Your employment is contingent upon your signing of Company agreements including but not limited to the Code of Business Conduct and Ethics, · the International Anti-Corruption Policy, the Gift and Entertainment Policy, the IT Security and Acceptable Use Policy, and the social media policy and guidelines. In addition, you must sign a Confidential Information and Inventions Agreement ("Confidentiality Agreement"). By signing these documents, you acknowledge that you are aware of and understand the contents of these documents and will comply with them. You also understand that they may be amended from time to time, and you agree to comply with all amendments thereto.

You shall also comply with all other Company policies and procedure s (including but not limited to an employee handbook) that may be communicated to you by Transact from time to time, either orally or in writing (referred to herein as "Standard Employment Terms"). These may include, but are not limited to hours of work , holidays , leave , non-discrimination/harassment , information security and technology. The Standard Employment Terms may be implemented and/or changed by Transact from time to time at the sole discretion of Transact and such changed Standard Employment Terms shall become applicable to you immediately, upon receipt of notice of the same.

To the extent that the contents of policies or procedures refer to obligations on Transact, you agree that they are guides only and are not contractual terms, conditions, or representations on which you rely.

2. Probation & Termination

You will be on probation for a period of six (6) months from the date of commencement of your employment with Transact. If your performance with the Company during the Probation Period is considered satisfactory, on completion of the Probation Period, your employment will continue. The Company shall have the discretion to extend the Probation Period by such period as it considers necessary if it believes that you have not performed satisfactorily during the Probation Period. The decision of the Company on whether to continue your employment, extend the Probation Period, or terminate you shall be final. During the Probation Period, you and the Company shall both have the right to unilaterally terminate your employment upon providing Two (2) month prior written notice or payment in lieu thereof.

If you wish to terminate your employment, you may do so by providing the Transact two (2) months. Upon you serving notice of termination, Transact shall be entitled to unilaterally relieve you earlier. If Transact wishes to terminate your employment, it may do so by providing a notice of two (2) months or payment in lieu thereof.

Transact shall be entitled to terminate your employment "for cause" immediately, without notice or compensation, in the. event of your misconduct (which term shall have the meaning as assigned under applicable service rules/law) and/or any act which constitutes a violation of company policy or an offence involving moral turpitude.

TRANSACT

3. Reference Checks and Background Verification

Your employment with Transact is contingent upon the satisfactory background checks and/or reference checks conducted. The background check will be performed by a third-party vendor. The background check will verify items such as employment history, education, and other information based on the data furnished by you. Transact reserves the right to rescind any offer made to you depending on the result of the reference checks. All the decisions, taken in this regard, are solely at the discretion of the management of the Company and are final and binding, without any further plea thereof. Transact also reserves the right to carry out a detailed background check at all times, either at time of joining the employment or during your employment depending upon the Company's business requirements; if any. If Transact finds that you made a material misrepresentation, your offer of employment and this Agreement will be rescinded and will be null and void.

4. Return of Property

Upon termination of your employment for any reason whatsoever , or at any time upon the Company's request, you will immediately return to Transact all Company Property , Confidential Information (as defined in your Confidentiality Agreement) correspondence, documents (including all copies thereof) , data, notes, records, papers, manuals , computers and related equipment , smart phones , tablets , smart phones , keys, ID badges , and any other property of any nature whatsoever (including all electronic information) belonging to Transact or its clients/customers that may be in your possession, custody or control. You agree that you shall not copy , duplicate , recreate or record or otherwise keep in possession or deliver to anyone other than Transact , any of the aforementioned items.

5. Privacy

You will be providing to the Company certain information about yourself and your family, including personal information and sensitive personal information ("Personal Information"). You hereby agree that The Company may use and retain this information (including in the United States) for a lawful purpose and to the extent deemed necessary by The Company in relation to your employment with The Company and for ancillary purposes.

You hereby also agree that The Company may transfer or disclose such Personal Information to such other agencies and affiliates The Company may consider necessary, whether affiliates or otherwise and whether in India or otherwise. The Company may codify its policies relating to privacy in a privacy policy which it will provide to you and you hereby agree to the same.

The Company shall use reasonable security practices and procedures to safeguard your personal information. Notwithstanding anything contained herein, "Reasonable security practices and procedures" under section 43A Explanation (ii) of the Information Technology Act 2000 means such procedures that The Company shall implement, and which may, in the Company's discretion, be provided to you from time to time and you hereby agree to the same.

TRANSACT

6. Leave

You will be entitled to leave's, holidays and other service benefits as per the rules framed by the management and as may be applicable to you. Leave policy change from time to time and the current policy may obtain from HR.

7. Employee Benefits

The Company shall provide employee benefits to you in accordance with its prevailing policies and employee benefits program from time to time. Employees have no contractual rights to the benefits provided by the Company from time to time and the Company reserves the right to change, modify, discontinue, or terminate, at its sole discretion, its policies and employee benefits program.

8. Safe Custody of Company Material

You will be responsible for keeping safe and in good condition, all Company material entrusted to you, if any, including, but not limited to, laptop, desktop, and any other equipment ("Company Property"). In the event of any damage or loss to Company Property entrusted to you, you shall be liable for the same and The Company reserves the right to deduct the cost of such articles from your compensation or take such other action that it may deem appropriate.

9. Jurisdiction and Governing Law

This employment letter shall be governed and construed in accordance with the laws of India. It is agreed that any dispute of whatsoever nature between you and management will be subject to exclusive jurisdiction of Chennai.

10. General

The above terms and conditions including those in Annexure – A (compensation structure) are based on Company's policies, procedures and other rules currently applicable in India as well as Overseas and are subject to amendments and adjustments from time to time. At all times during your employment, you will be governed by the rules of the Company as in force from time to time.

This is to certify that I have read and understood all the terms and conditions mentioned in Annexure – B and I hereby accept and agree to abide by them:

_____ _____

Printed Name **Date**

_____

Signature

_____

Home Address

Cognizant

03-Dec-2021

Korapati Mahesh
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Korapati Mahesh,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

Cognizant

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: K. Mahesh. **Date:** 05 - 12 - 2021

Cognizant

03-Dec-2021

Seediri Mahesh Varma
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Seediri Mahesh Varma,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

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Cognizant

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: S. Mahesh **Date:** 06/12/21

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Cognizant

27-Jan-2022

Dear Malle Rahul Kumar Reddy,
B.E., Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Candidate ID – 19931050

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**.You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee**

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR **401,988/-**. This includes an annual target incentive of INR **22,500 /-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR **450,500/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance, as applicable.

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

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program, if offered to you:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs

focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship (If offered to you):

a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.

b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program

c) There would be zero tolerance to malpractices and misconduct during Internship engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship terms and conditions from time to time.

3.2 Continuous Skill Development (CSD) Program (If offered to you):

a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrolment into the program.

b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

4. Training - Post Joining Cognizant:

Upon successful completion of Internship or CSD program (if offered to you), one of the below options would be followed based on business demands.

a) You could be onboarded directly to business without any additional training.
b) You could be deployed into a formal training based on business specific skill track and it can be used as basis towards your allocation to projects/roles.
c) You could be onboarded directly to business and be given on-the- job training, specific to their project or business needs.

We look forward to you joining us. Should you have any further questions or clarifications, please log into https://campus2Cognizant.cognizant.com

Yours sincerely,
For Cognizant Technology Solutions India Pvt. Ltd.

Maya Sreekumar
Vice President – Human Resources

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

Signature: **Date:** 28/01/2022

Cognizant

Compensation and Benefits

Name: Malle Rahul Kumar Reddy **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10500	126,000
2	HRA*	6300	75,600
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7349	88,188
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

- From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Manager

Sl No	Category of Leave	No. of leave days
1	Earned Leave	18
2	Sick Leave	12
3	Casual Leave	6

- From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit 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 Cognizant India Leave policy

Provident Fund Wages:

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

Employees State Insurance:

• Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.
• Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.
• ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

* **Flexible Benefit Plan:** Your compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best. This plan will enable you to
1. Choose from a bouquet of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

** **Incentive Indication:** Incentive amount may be higher, lower, or nil as per the terms described herein. The incentive program is discretionary, subject to change, and based on individual and company performance. It is prorated to the duration spent with Cognizant India for the calendar year and will be paid to you only if you are active on Cognizant's payroll on the day of incentive payout.

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

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

Cognizant

Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of _____ 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 expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

AND

Malle Rahul Kumar Reddy, 22, residing at _____ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or 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 honour 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 requirement. 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

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 information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the 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 breach. The obligations imposed upon you under this clause 5 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, or 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 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 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 notified 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 consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings 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. The shift timings may change from time to time as per any Company policy and which will be notified to you in advance.
d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference check in line with the Company's 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 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, in case if your background verification report is found to be unfavorable or unsuccessful after you joining the Company, then the Company reserves the right to terminate your employment immediately.

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. The Code of Business Ethics
iii. Acceptable Use Policy and Social Media Policy
iv. Dress Code Policy

Additionally, you will also 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 which 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 the same carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines, processes, please reach out to your HR Talent Manager. It is your responsibility to keep yourself 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 on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (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 the demanding needs of our clients, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/trainings and avenues of up-skilling. 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 3 days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be 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 the employment of 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, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/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, which is 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 5, 6, 10 and 12 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 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 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 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 Company, its affiliates and their employees, contractors or clients without 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 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

Sign: _____
Name:

Malle Rahul Kumar Reddy

Sign: 
Name:

Cognizant

03-Dec-2021

Mandala Venkatarakesh
B.Tech Computer Science
Sathyabama Institute of Science and Technology, Chennai

Dear Mandala Venkatarakesh,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

• The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
• Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
• There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
• You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
• You may be required, to travel to other locations within India if there is a business need as per your internship program
• Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
• Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
• Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

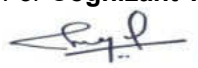
You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**



Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature:  **Date: 05-12-2021**

Cognizant

27-Jan-2022

Dear Meka Kesavardhan,
B.E., Computer Science
Sathyabama Institute of Science and Technology, Chennai

Candidate ID – 19931052

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**.You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee**

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR **401,988/-**. This includes an annual target incentive of INR **22,500 /-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR **450,500/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance, as applicable.

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

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program, if offered to you:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs

focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship (If offered to you):

a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.

b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program

c) There would be zero tolerance to malpractices and misconduct during Internship engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship terms and conditions from time to time.

3.2 Continuous Skill Development (CSD) Program (If offered to you):

a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrolment into the program.

b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

4. Training - Post Joining Cognizant:

Upon successful completion of Internship or CSD program (if offered to you), one of the below options would be followed based on business demands.

a) You could be onboarded directly to business without any additional training.
b) You could be deployed into a formal training based on business specific skill track and it can be used as basis towards your allocation to projects/roles.
c) You could be onboarded directly to business and be given on-the- job training, specific to their project or business needs.

We look forward to you joining us. Should you have any further questions or clarifications, please log into https://campus2Cognizant.cognizant.com

Yours sincerely,
For Cognizant Technology Solutions India Pvt. Ltd.

Maya Sreekumar
Vice President – Human Resources

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

Signature: M. Keşavardhan **Date:** 28-01-2022

Cognizant

Compensation and Benefits

Name: Meka Kesavardhan **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10500	126,000
2	HRA*	6300	75,600
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7349	88,188
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

- From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Manager

Sl No	Category of Leave	No. of leave days
1	Earned Leave	18
2	Sick Leave	12
3	Casual Leave	6

- From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit 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 Cognizant India Leave policy

Provident Fund Wages:

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

Employees State Insurance:

• Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.
• Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.
• ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

* **Flexible Benefit Plan:** Your compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best. This plan will enable you to
1. Choose from a bouquet of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

** **Incentive Indication:** Incentive amount may be higher, lower, or nil as per the terms described herein. The incentive program is discretionary, subject to change, and based on individual and company performance. It is prorated to the duration spent with Cognizant India for the calendar year and will be paid to you only if you are active on Cognizant's payroll on the day of incentive payout.

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

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

Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of _____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 expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

AND

Meka Kesavardhan, 21, residing at _____ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or 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 honour 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 requirement. 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

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 information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the 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 breach. The obligations imposed upon you under this clause 5 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, or 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 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 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 notified 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 consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings 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. The shift timings may change from time to time as per

any Company policy and which will be notified to you in advance.
d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference check in line with the Company's 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 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, in case if your background verification report is found to be unfavorable or unsuccessful after you joining the Company, then the Company reserves the right to terminate your employment immediately.

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. The Code of Business Ethics
iii. Acceptable Use Policy and Social Media Policy
iv. Dress Code Policy

Additionally, you will also 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 which 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 the same carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines, processes, please reach out to your HR Talent Manager. It is your responsibility to keep yourself 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 on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (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 the demanding needs of our clients, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/trainings and avenues of up-skilling. 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 3 days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be 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 the employment of 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, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/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, which is 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 5, 6, 10 and 12 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 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 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 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 Company, its affiliates and their employees, contractors or clients without 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 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

Sign: _____
Name:

Meka Kesavardhan

Sign: M. Kesavardhan
Name: M. Kesavardhan

Botree Software
Unite Group Company

December 28, 2021

To

Mr. Morusu Sreekanth
Sathyabama Institute of Science and Technology

Sub: Internship cum Placement

Dear Morusu Sreekanth

We are excited to offer you full time Internship, at Botree Software International Private Limited starting from **January 3, 2022 to June 3, 2022.**

Botree is a leader in Downstream Supply Chain Management, offering collaborative Sales, Marketing, Distribution and Supply Chain Solutions across the distribution network. Since inception in 1999, the company is uniquely positioned to deliver benefits of the integrated supply chain to the FMCG, Consumer Durables and Telecom industries. Today, Botree's solution connects more than 60,000+ distributors.

You shall devote your full efforts and time to the Company and agree to perform your duties faithfully and to the best of your ability. You agree that you will be available full-time for this internship period of 6 months.

You shall not engage in any other employment, occupation or activity for any direct or indirect remuneration. You agree to enter into the Non Disclosure Agreement upon commencing internship hereunder. To indicate your acceptance of the Company's offer, please sign and date this letter in the space provided below and return it by email.

During the Internship you will be compensated with **INR 15,000** per month.

Post successful completion and based on your performance during internship and training you will be offered a placement with Botree.

Welcome to Botree Software, its going to be an exciting & rewarding journey. Looking forward to see you shine and grow with us.

For Botree Software International Private Limited

BASKAR
C=IN, O=Personal, T=7993, OID.2.5.4.65=3521b9d27bea270a5a944681df36d7a609e96dcf485a5700d814afe39d16b5cf, PostalCode=600068, S=Tamil Nadu, SERIALNUMBER=2d568bdded752e363e3af9e10dd96c1d81c8493ab3c2cd8f128ce743fcaf537f, CN=BASKAR

Baskar M
Manager - HR

I accept the above offer and I am joining on _____ *Signature:* _____

Cognizant

03-Dec-2021

Mounika Chatharajupalli
B.Tech Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Mounika Chatharajupalli,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

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Cognizant

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting:

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: Ch Mounika **Date:** 28/01/22.

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Cognizant



28-Jan-2022

Dear G Mugunthan Raju,
B.E., Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Candidate ID – 19935247

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**.You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee**

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR **401,988/-**. This includes an annual target incentive of INR **22,500 /-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. In addition, there will be an one time skill bonus of INR **25,000/-** given based on your skill proficiency. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR **450,500/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance, as applicable.

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

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program, if offered to you:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us.

This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship (If offered to you):

a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.

b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program

c) There would be zero tolerance to malpractices and misconduct during Internship engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship terms and conditions from time to time.

3.2 Continuous Skill Development (CSD) Program (If offered to you):

a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrolment into the program.

b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

4. Training - Post Joining Cognizant:

Upon successful completion of Internship or CSD program (if offered to you), one of the below options would be followed based on business demands.

a) You could be onboarded directly to business without any additional training.
b) You could be deployed into a formal training based on business specific skill track and it can be used as basis towards your allocation to projects/roles.
c) You could be onboarded directly to business and be given on-the- job training, specific to their project or business needs.

We look forward to you joining us. Should you have any further questions or clarifications, please log into https://campus2Cognizant.cognizant.com

Yours sincerely,
For Cognizant Technology Solutions India Pvt. Ltd.



Maya Sreekumar
Vice President – Human Resources

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

Signature: **Date:**

Cognizant

Compensation and Benefits

Name: G Mugunthan Raju **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10500	126,000
2	HRA*	6300	75,600
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7349	88,188
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

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

• Floating Medical Insurance Coverage
• Round the Clock Group Personal Accident Insurance coverage
• Group Term Life Insurance
• Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
• Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

• From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Manager

Sl No	Category of Leave	No. of leave days
1	Earned Leave	18
2	Sick Leave	12
3	Casual Leave	6

• From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit 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 Cognizant India Leave policy

Provident Fund Wages:

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

Employees State Insurance:

• Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.
• Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.
• ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

* **Flexible Benefit Plan:** Your compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best. This plan will enable you to
1. Choose from a bouquet of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

** **Incentive Indication:** Incentive amount may be higher, lower, or nil as per the terms described herein. The incentive program is discretionary, subject to change, and based on individual and company performance. It is prorated to the duration spent with Cognizant India for the calendar year and will be paid to you only if you are active on Cognizant's payroll on the day of incentive payout.

**** **Skill Bonus**
We wish to inform you of an additional one time skill allowance of INR 25,000/- based on your skill proficiency and this will be paid on completion of 4 months in Cognizant. Kindly note that this one time skill allowance will be subject to statutory and income tax deductions as applicable and will be recovered in case you leave us within one year of joining.

***__Advance Statutory Bonus__ is in line with the provisions of Payment of Bonus Act, 1965.

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

Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of _____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 expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

AND

G Mugunthan Raju, 22, residing at _____ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or 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 honour 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 requirement. 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

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 information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the 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 breach. The obligations imposed upon you under this clause 5 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, or 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 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 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 notified 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 consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings 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. The shift timings may change from time to time as per

any Company policy and which will be notified to you in advance.
d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference check in line with the Company's 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 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, in case if your background verification report is found to be unfavorable or unsuccessful after you joining the Company, then the Company reserves the right to terminate your employment immediately.

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. The Code of Business Ethics
iii. Acceptable Use Policy and Social Media Policy
iv. Dress Code Policy

Additionally, you will also 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 which 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 the same carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines, processes, please reach out to your HR Talent Manager. It is your responsibility to keep yourself 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 on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (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 the demanding needs of our clients, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/trainings and avenues of up-skilling. 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 3 days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be 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 the employment of 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, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/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, which is 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 5, 6, 10 and 12 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 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 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 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 Company, its affiliates and their employees, contractors or clients without 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 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	**G Mugunthan Raju**
Sign: _____	Sign: _____
Name:	Name:

Cognizant

17-Nov-2021

Murugan S
B.E. Computer Science
Sathyabama Institute of Science and Technology, Chennai

Dear Murugan S,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

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Cognizant

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: S. Murugan. **Date:** 18-11-2021

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Kaar Technologies India Private Limited
Level 8 Shyamala Towers,
No 136, Arcot Road,
Chennai - 600 093, TN, INDIA
CIN: U72200TN2005PTC087065
t | +91 (44) 4065 1500
f | +91 (44) 4065 1512
e | info@kaartech.com
w | www.kaartech.com

Kaar
In Pursuit of Excellence

Date: 29-10-2021

Name of the Student: Muvva Anudeep

Name of the College: Sathyabama Institute of Science and Technology

Letter of Intent to Hire

This letter is evidence that you have successfully completed our selection process for the **"Trainee - SAP Sergeant"** role,

With reference to your participation in the on-campus hire process, and subsequent interview you had with us, we are happy to extend an **Intent to hire letter.**

The offer Letter will be issued after your successful completion of your academic coursework in compliance with our recruitment criteria of **80% in 10th Std, 80% in 12th Std and 80% in Engineering score without history or standing arrears**. Employment is subject to you being medically fit, and subject to satisfactory references, background verifications.

You are required to take up internship training program for **6 months** subject to the market conditions and you are eligible for a stipend amount of **Rs. 10000/-** per month.

Upon successful completion of internship program, you will be on probation period for **6 months** during this period you will undergo various classroom and On-Job-Training. Your monthly stipend for the **first 3 months** will be **Rs. 15,000/-** (Rupees Fifteen Thousand Only) and from **4th month** onwards the stipend will be **Rs. 20,000/-** (Rupees Twenty Thousand Only). The above-mentioned stipend is inclusive of Provident Fund as per the statutory act. Probation confirmation will be on the 7th Month, and it will be based on your performance in the continuous assessments during the training period. After successful review and completion of probation, your salary from **7th month** onwards will fall under **Rs. 650000** (Rupees Six Lakhs and Fifty Thousand Only) Annual CTC. All the salary components will be subject to statutory compliance. The details are enclosed in the annexure.

We will be issuing the offer letter at the time of Joining.

The DOJ is subject to business requirement and market conditions. Your Joining batch and the date will be communicated by Human Resource Department separately

You will be required to sign a Proprietary Information and Inventions agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.

We welcome you to Kaar Technologies and look forward to a long and mutually rewarding association with you.

Yours Sincerely,

For Kaar Technologies India Pvt Ltd.,

Authorized Signatory.

I accept the above terms and conditions.

Candidate Signature
Date
Date of Joining

Compensation Structure Details:

The details of your Compensation Structure are given below:

Basic- Basic salary means monthly fixed salary excluding all the allowance, perks, and benefits payable to the employee. It would be fully taxable in the hands of the employee.

HRA- 50% of basic would be paid to employee towards HRA. Tax exemption can be availed on this compensation as per rules of HRA in the Income Tax Act.

Flexi Benefit Allowance (FBA)- The Flexi Benefit Allowances will be paid to you as part of your salary every month. The components are as follows: Leave Travel Allowance, Children's Education Allowance, Children Hostel Allowance, Professional Development (Academic expenses, Books & periodicals) and Telephone & Internet reimbursement.

You have the flexibility of changing the amounts under each of the above-mentioned heads, within your FBA, according to your preferences and income tax plans. Taxation will be governed by the Income Tax rules. Kaar will be deducting tax at source as per income tax guidelines.

Performance Variable Pay – Payable based on the prevailing Variable Pay Policy in the Organization. (Subject to Change).

Provident Fund – Provident fund will be governed as per the statutory act.

Gratuity – Gratuity amount shown in the annexure in approximation of your eligibility and final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company Policy.

Insurance: – You will be eligible for following benefits, which will be governed by Company policy:

1. Medical Insurance for self, spouse and 2 dependent children up to **Rs. 200000/-** per annum. Premium for this is included in CTC.
    a. You have the option of availing Kaar Negotiated rates to cover your parents, parents in-law and any additional child under a separate Insurance plan up to **Rs. 400000/-** per annum. The entire premium for this will have to borne by you. This plan allows for coverage of pre-existing ailments.
    b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
        - 10% of such claim for self, spouse, 2 dependent children. (Subject to change)
        - 20% of such claims for parents, parents in-law and additional children under the separate insurance plan. (Subject to change)
2. Life Insurance coverage equivalent to your annual fixed compensation within minimum cover of **Rs. 3000000/-**

ANNEXURE

Name: Muvva Anudeep
Designation: Trainee
Band: II-D

Compensation Structure in Rs.	Annual	Monthly
Basic	260000	21667
HRA	130000	10833
Flexi Benefit Allowance	218900	18242
Gross Salary	**543900**	**50742**
Employer's Contribution to PF	21600	1800
Gratuity	13000	NA
Medical Insurance	6500	NA
Annual Cost to Company	**650000**	

NOKIA

Date: 13-04-2022

Ref: 2100000MYZ

Nokia Networks

Nayana Vikraman
Bangalore

Telephone: +91 (124) 4504 000
Direct fax: +91 (124) 4504 999

Nokia Solutions and Networks
India Pvt. Ltd.
(Formerly known as Nokia
Siemens Networks Pvt. Ltd.)

7th Floor, Tower A, Building No.
9A
DLF Cyber City, Phase - III
Gurgaon - 122002
Haryana (India)

Corp Identity No.
U72900DL2006PTC155149

Regd. Address:
Nokia Solutions and Networks
India Pvt. Ltd.
1507, Regus Business Center,
Eros Corporate Tower Level 15,
Nehru Place, New Delhi-110019
India

Dear Nayana Vikraman,

With reference to your application and the subsequent interview, we have pleasure in offering you an appointment as **Graduate Engineer Trainee** in the **Job Grade- 6** in Nokia Solutions and Networks India Private Limited ("Company"), India.The terms and conditions of your appointment are as follows: -

1 Appointment and Reporting

1.1 You are required to join us on **20-06-2022** . The terms and conditions of your appointment shall be effective from your date of joining.

1.2 This offer is valid for 7 calendar days from the date of offer or your date of joining in the organization whichever is latest. Please indicate your acceptance of this offer of employment and the said terms & conditions by signing and returning the duplicate copy of this letter upon receipt of the letter.

1.3 You will initially report to **Ashok Thikkavarapu,** however your reporting is liable to change at the sole discretion of the company.

1.4 Your appointment is subject to your being found medically fit by a Doctor designated by the Company. The Management has the right to get you medically examined by any Certified Medical Practitioner during the period of your service. In case you are found medically unfit to continue with the job, you will lose your lien on the job. Further details for the same are included in Annexure 6.

1.5 This offer of employment is subject to and conditioned upon the truthfulness of the representations you have made to the company during the recruitment process. Company reserves the right to initiate background verification posts your acceptance of this offer of employment. If from the results of this background verification, it emerges that the particulars furnished by you are false/incorrect or if any material or relevant information has been suppressed or concealed, this appointment will be considered ineffective and irregular and would be liable to be terminated by the management forthwith without notice. This will be without prejudice to the right of the management to take disciplinary action against you for the same.

aptean

Aptean India Pvt. Ltd.

Golden Heights, 8th Floor (Level 5), no. ½ 59th C Cross Road, 4th M Block Rajajinagar, Bangalore, Karnataka 560010, India
+91 80 67007000 I CIN U72200KA1998PTC023715 I Aptean.com I Info@Aptean.com

22/12/2021

To,

PAVAN KALYAN NERELLA
2-13, pochamma street ,
velpur , nizamabad-503311

Dear PAVAN KALYAN,

We thank you for your interest in joining Aptean India Private Limited ("**Company**").
Subject to successful completion of your current internship at CareerNet Technologies Pvt. Ltd. and compliance with certain other conditions as indicated below, we shall be pleased to consider you for an opportunity of employment in the position of Associate Engineer, at the Company's office at Madurai.

Any offer for employment with the Company shall be made subject to and contingent upon your compliance with all the following conditions:

1. Successful completion of your internship at CareerNet Technologies Pvt. Ltd. including meeting all training and assessment goals and key indicators of your internship.
2. Submission of all the relevant documents requested by the Company
3. Successful completion of your graduate / master degree, as applicable
4. Clearing the background and reference checks to the satisfaction of the Company
5. Signing and agreeing to the terms and conditions called out in the Training Agreement, which includes the training costs incurred, and returnable to company, if you resign from the company within 24 months period from the date of joining. The training costs with the detailed terms and conditions are mentioned in the training agreement that will be issued to you along with the appointment letter on your date of joining.

The offer of employment with the Company shall be as per the terms of the Company's Letter of Offer and the Employment Agreement, which you need to execute and comply with as a condition of being employed with the Company. Such documents along with the indicative start date will be intimated to you in due course, expected around one month prior to your completion of internship, subject however to your compliance with all the conditions.

Should you be offered an opportunity for employment with the Company, your annual compensation for the position offered is up to **INR 5,50,000/- (Rupees Five Lakhs and fifty thousand Only).**

aptean

Aptean India Pvt. Ltd.

Golden Heights, 8th Floor (Level 5), no. ½ 59th C Cross Road, 4th M Block Rajajinagar, Bangalore, Karnataka 560010, India
+91 80 67007000 I CIN U72200KA1998PTC023715 I Aptean.com I Info@Aptean.com

Salary Components	Frequency of Payment	Annual Amount (INR)
Basic Salary	Monthly	275,000
House Rent Allowance	Monthly	137,500
Education Allowance	Monthly	2,400
Statutory Bonus	Monthly	--
Special Allowance	Monthly	79,192
Leave Travel Allowance	Monthly	22,908
Provident Fund (Company Contribution)	Monthly	33,000
Total Fixed Component		**550,000**

Additionally, you will participate in the Company's annual incentive plan. The details of this incentive plan shall be communicated to you by your hiring manager and the Company reserves the right to review, alter, or amend the plan at any time.

The other benefits of employment with the Company are as follows:

Employee Benefits	Coverage
Group Health Insurance - Reimbursement of hospitalization expenses	Floater benefit - Covers the employee and his/her dependents*. Premium borne by the company
Group Accident Insurance -Covers Employees against the risk of disability / injury sustained due to an accident	Covers only the employee
Term Life Insurance cover	Covers only the employee
Gratuity	As per Gratuity Act

(*Aptean reserves the right to modify or withdraw the benefits at its discretion)

Select employees are also part of the Company's Milestones Program which provides an opportunity to learn multi-skills and related fast-tracked reward mechanism.

Please note that this letter does not constitute an offer or guarantee of employment with the Company.

Please indicate your agreement to the terms of this letter by signing below and returning a copy of the letter with your signature within 3 working days, failing which this letter shall automatically be treated as null and void and considered as withdrawn and revoked.

aptean

Aptean India Pvt. Ltd.

Golden Heights, 8th Floor (Level 5), no. ½ 59th C Cross Road, 4th M Block Rajajinagar, Bangalore, Karnataka 560010, India
+91 80 67007000 I CIN U72200KA1998PTC023715 I Aptean.com I Info@Aptean.com

We look forward to your successfully complying with all the conditions, as we believe you will find this opportunity both challenging and rewarding. If you have any specific questions about this letter, please contact the undersigned.

Sincerely,
Nicholas Bacon
CHRO

Conditional Employment Offer Acceptance

I Nerella Pavan Kalyan goud have read and understood the provisions of this conditional offer of employment with Aptean India Private Limited ("**Company**"), and I accept the terms of this letter. I understand that my employment with the Company shall be based on the terms and conditions of the Letter of Offer and Employment Agreement.

Date: 15/01/2022 Signature: _____

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

Superset ID: 1280793

Letter of Intent ("LOI")

Dear pabbisetty nikhil,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as"Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/ diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.

Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Capgemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com, please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 1280793**
- For queries about on-boarding process, please note the on-boarding communication will be sent once your document validation and verification process is completed. For further queries, write to use with e-mail subject as: **Query on On-Boarding - Superset ID 1280793**
- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 1280793**

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

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ANNEXURE 1

pabbisetty nikhil
Analyst and A4

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only).** On completion of 1 year of service from your date of joining, you will receive fixed one-time incentive of **INR 25,000/- (Rupees Twenty Five Thousand only).** Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

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SIEMENS

Tumula Nikhil
Graduate Trainee Engineer
Sathyabama Institute of Science and Technology
Jeppiaar Nagar, Rajiv Gandhi Salai,
Chennai - 600 119, Tamilnadu, INDIA.

Name Sumanta Guha
Department RC-IN P&O TA
People & Organization
Talent Acquisition

Telephone +91 (00) 12345678

Mobile +91 9582225338
E-mail sumanta.guha@siemens.com

Our reference 287783/7239736
Date 13 December 2021

Dear **Nikhil,**

We're really excited you want to join Siemens and further your career with us.

We are pleased to offer you the position of **Graduate Trainee Engineer** starting **04 July 2022** in **Mobility** Division in **Pune** Location.

Your annual compensation, calculated on a cost-to-company basis, is **Rs. 5,00,000 /- p.a. (Rupees Five Lakhs Only)**, with the details provided in **Annexure I**. On successful completion of your probation period, your Target Pay will be incremented by Rs. 50,000/- and the Position Level will be PL11. The Position Title and Designation will be according to the position that you will be assigned based on business needs. This is a one-time increment and all future increments will be subject to annual performance cycles.

Your appointment is based on the terms and conditions provided in the attached Annexures with a few points to note here:

1. **Start date** – We look forward to you joining us, and in the unfortunate event you do not join us on your confirmed start date, your appointment will automatically be withdrawn. Please note that your date of joining the organization will be maintained in the electronic employee master of the Company, known as your "Seniority Date" and shall be considered as final.
2. **Office location** – You are initially appointed to work in our **Pune** office.
3. **Residence proof** – The address in your application shall be deemed to be correct for sending any communication to you.
4. **Date of birth** – Based on your declaration we have recorded your date of birth as **28 May 2001**
5. **Offer** – The Company reserves the right to withdraw this employment offer/conditional appointment before or after the start date, due to background/reference checks not being satisfactory and or there being restrictions on your ability to work with us. However, the above-mentioned reasons are not necessarily exhaustive, and the decision of the Company is final and binding.

T. Nikhil

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SIEMENS

We welcome you as a member of Siemens family and look forward to your long and fruitful association with us. Kindly return the duplicate of this letter, signed in the place indicated, confirming your understanding and acceptance of the above and enclosed Annexures.

Yours faithfully,
Siemens Technology and Services Pvt. Ltd.

Krishnaswamy Rajeshwari

Rajeshwari Krishnaswamy

Chief Manager – Human Resources

Acceptance of Terms & Conditions of Employment

I hereby agree that I have read and understood the terms and conditions as stated in this letter (reference no **287783/7239736**) dated (**13 December 2021**) plus the enclosed Annexures and accept employment with **Siemens Technology and Services Pvt. Ltd.** with our internal organizational unit, job family and level code of IN-TI-BASTU-PR

Enclosures:

Annexure I – Compensation structure
Annexure II – Service conditions
Annexure III – Terms & conditions of employment
Annexure IV – Terms & conditions of employment in relation to inventions made by the employee
Annexure V – Joining formalities

Candidate Signature: T. Nikhil **Date:** 17-12-2021
Tumula Nikhil

T. Nikhil

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ANNEXURE I

Compensation Structure

Name: Tumula Nikhil

Date: 13 December 2021

Position Level: 12

Business Title: Graduate Trainee Engineer

Division: Mobility

Compensation Structure		
Sr. no.	**Heads of Payment**	**Compensation (Rs.)**
(A)	**Basic Salary p.m.**	15,000
(B)	Base Flexible Pay (BFP) p.m. (includes Meal Card @ Rs.2,200/- p.m.)	24,147
	Total Allowances / Benefits p.m.	24,147
(C)	**Base Pay p.m.** (A + B)	39,147
	Retirals p.m.	
	Co. Contribution Provident Fund (12 % of Basic)	1,800
	Co. Gratuity Provision (4.8% of Basic)	720
(D)	**Total Retirals p.m.**	2,520
(E)	**Total Fixed Pay (TFP) p.m.** (C + D)	41,667
(F)	**Target Pay p.a.** (E * 12)	5,00,000

Insurance Benefits	Sum Assured (Rs.)
Group Health Insurance Policy coverage p.a. (with a provision of enhancement of the base cover upto 200%)	2,00,000
Group Personal Accident Insurance coverage p.a.	40,00,000
Group Term Life Insurance coverage p.a.	5,00,000
EDLI coverage	6,00,000
Leave (Notional monetised value of 22 earned leaves for full year)	11,000
ESI coverage	Not applicable as gross salary above ESI eligibility

For Siemens Technology and Services Pvt. Ltd.

Krishnaswamy Rajeshwari

Authorised Signatory

As per company policy, the entitlement of gratuity will be the actual eligible amount calculated in line with the Payment of Gratuity Act, 1972, without any upper cap. However any amount above ₹ 20 Lacs (if applicable) will be subject to income tax as per rules.

National Pension Scheme (NPS) can be opted for after joining.

Statutory Bonus will be paid to eligible employees as per Payment of Bonus (Amendment) Act, 2015.

All present & future taxes related to your employment will be borne by you.

T. Nikhil

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Annexure II

Service Conditions

1. **Service Conditions Overall**

You shall serve the company diligently, faithfully and to the best of your skill and ability. You shall perform the duties entrusted to you with high standard of initiative, efficiency and economy. You shall at no time refuse to do any work/activities as allotted to you by your supervisors. You shall endeavor to increase your knowledge and skill through execution of jobs assigned to you from time to time.

You will be governed by rules, regulations and service conditions (as mentioned in the attached Annexures), applicable to the employees of your level working in the establishment of the company in which you will be working. The Company, however, reserves the right to add, alter and amend the said service conditions as may be considered necessary from time to time.

2. **Working Hours**

You will be governed by the working hours prevailing in the establishment in which you work. You will be notified of your actual duty timings from time to time. You may be required to work in shifts as and when considered necessary by the Company.

3. **Holidays**

You will be entitled to paid holidays as decided by Management. Such list of holidays will be notified at the beginning of the year.

4. **Work Location**

You are initially appointed to work in the location noted in the above letter. Based on business requirements, you may be temporarily or permanently transferred to any company forming part of Siemens or to its associate companies or business associates anywhere in India or overseas at the sole discretion of the company. You may be required to furnish a specific Service Agreement/Deputation Agreement if you are sent abroad for the purpose of training or Company's business.

5. **Probation and Confirmation**

You shall be on probation for a period of six months with effect from your start date. The probation period may be extended by the company at its sole discretion. During the period of probation, or any extension period thereof, there is one month's notice on either side.

On successful completion of the probation period, you shall be deemed automatically confirmed unless your probation period has been extended with a probation extension letter provided in advance.

As a confirmed employee there is three months' notice on either side. Kindly note that the Company reserves the right to claim compensation (@target pay) for any notice period not served. However, you cannot pay the company in lieu of the notice to be served.

Termination of employment will require one/three months' notice (as applicable for probation/confirmed status) or salary in lieu of notice.

Y. Nithil

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6. **Retirement**

All employees will retire from the Company on attaining superannuation at the age of 60 years. However, the Company at its sole discretion, may decide to retire an employee prior to the employee attaining the age of superannuation.

7. **Maternity/Childcare Facilities for Women employees**

As part of the Company's efforts to support work life balance for women employees during and post maternity, apart from fully complying with the provisions of the Maternity Benefit Act, 1961 the Company also extends additional facilities such as extended paid/unpaid leave etc. For details of the Company policy on Maternity Benefit please refer to the Policies section on the Intranet.

8. **Confidentiality**

Please note that your compensation is personal and strictly between you and the Company. It has been determined based on numerous factors such as your education, experience, specific skills and professional merit. We advise you to use discretion in handling this information and any subsequent revisions made therein.

9. **Background Verification**

Your appointment is conditional upon satisfactory reference and background checks (education, employment history and other details furnished by you in your application). It is also contingent upon your ability to work for the Company without restriction (e.g. non-compete obligations or other restrictive clauses with any previous employer). In case any information given by you is found false or incorrect at any point in time of your employment, the appointment will be deemed void ab initio and liable for termination without any notice or salary in lieu of notice.

10. **Residential Proof**

The address as indicated in your application shall be deemed to be correct for sending any communication to you. Any communication sent to you at the given address shall be deemed to have been served upon you. You shall inform the change in residential address, if any, in writing to the HR Department within three days from the date of such change.

11. **Programmes and Initiatives**

In order to remain competitive our Company undertakes number of programmes or initiatives like Benchmarking, Continuous Improvements, Cost reduction, Training and Development, reorganisation etc. You are required to actively participate and contribute to such programmes or initiatives.

P. Dikshit

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Annexure III

Terms & Conditions of Employment – General

Employee shall observe and conform to such duties, directions and instructions as communicated to him by the Company and those in authority over him.

Employee shall not at any time hereafter, without the consent in writing of the Company except under legal process, divulge or utilize any matter relating to the Company's transactions or dealings, which are of confidential nature.

Employee shall not use any of the designs, drawings, software, literature, and machines etc. of the Company for any purpose other than Company's business.

All software including packages as well as its associated documentation developed by the employee in the course of the duties shall be sole and exclusive property of the Company.

Employee shall be true and faithful to the Company in all his accounts, dealing and transactions, relating to the business of the Company and shall at all times, when required, render a true and just account thereof to the Company or such persons as shall be authorized to receive the sum.

Employee shall not during the continuance of his employment, without the consent of the Company in writing, be employed or interested, directly or indirectly in any other trade or business, employment or occupation whatsoever and will devote the whole of his time and attention to his duties.

Employee shall be responsible for safekeeping and return, in good condition and order, of all Company's property, which may be in his use, custody or charge.

A high standard code of conduct is expected from an employee and any behavior reflecting unfavorably on him or the Company is questionable and liable for disciplinary action. Employee shall also ensure compliance to the Business Conduct Guidelines (BCG) that are globally binding rules for all employees applicable across Siemens companies, the details of which are available on the HR Intranet. In addition, The BCG declaration form (available on the HR intranet) is required to be signed by every employee upon joining/promotion and once in every two years thereafter.

Employee shall abide by the information security policy of the organization and adhere to it.

At the time of separation from the services of the Company, the employee is expected to settle all his outstanding dues towards the Company including the Liquidated Damages, if any, etc. at once. In case of any default/ delay in settlement of outstanding dues, the Company will be free to recover such dues by appropriate means, with interest at the market rate.

Employee shall also be required to abide by terms and conditions in addition to those mentioned above which are in force for the time being or may be framed from time to time.

P. Nichid

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SIEMENS

Annexure IV
INTELLECTUAL PROPERTY RIGHTS & KNOW-HOW
TERMS AND CONDITIONS OF EMPLOYMENT AGREEMENT

a) Company shall own all rights, titles and interests in the Intellectual Property which includes but not limited to all Work product and Know-How (including inventions, ideas, experiences, concepts, algorithms, designs, tools, trade secrets, source code, technical documentation, program development components, technologies, expert reports etc.) created/conceived by the Employee during the tenure of their employment with the Company. The Employee undertakes to waive and not assert any moral rights which may accrue to the Employee in respect of the Intellectual Property.

b) Employee shall disclose to the Company promptly in writing about any Intellectual Property including the Work product and the Know-How (tangible and intangible form) conceived/created during the tenure of their employment with the Company.

c) Company and its affiliates shall have right to seek statutory protection of the Intellectual Property in the form Intellectual Property Rights (IPRs) including Patents, Trademarks, Copyrights, Utility Models and/or Industrial Designs. Company and its affiliates shall be free to use, exploit, maintain and permit to lapse such IPRs.

d) If by operation of law or otherwise, any or all work product or any component or element thereof, is deemed to be the IPRs of the Company, the employee hereby agrees to assign, irrevocably and to the fullest extent permitted by law, to the Company and its affiliates, its successor and assigns, ownership of all such IPRs.

e) Employee agrees to cooperate with the Company to do whatever is reasonably necessary to secure and maintain the IPRs of the Company and/or establishing Company's rights over Intellectual Property during the course of their employment as well as after termination of the employment.

f) Employee shall not publish/present orally or in written form, except with the express written consent of Company, any information in related to the Intellectual Property including the Work product and Know-How in any form on third party platforms/ third party during the course of their employment as well as after termination of the employment.

g) Employee shall obtain necessary clearance from the Intellectual Property department of the Company before the last date of employment with the Company. Employee shall disclose to the Company promptly in writing about any Intellectual Property conceived/created during tenure of employment with the Company before the last date of employment with the Company. Upon termination of his/her employment, the Employee agrees to immediately return all tangible embodiments of the Intellectual Property, including but not limited to data, drawings, documents, and notes developed during their employment. Employee shall not make any copies or attempt to recreate the tangible embodiments of the Intellectual Property post termination of his/her employment with the Company.

h) Employee shall inform the Company at the commencement of his employment with the Company of all Intellectual Property previously made by him, which he is not precluded by contract from disclosing to the Company and for which an application for a patent or for a registered design has not yet been made. The Company will be free to adopt any of the Employee's Intellectual Property disclosed to the Company at the commencement of his employment with the Company and conceived during his employment with the Company, and to assign to others the right to adopt it, and the Company will be absolutely entitled to any industrial or commercial protection rights anywhere in the world including rights arising from the obtaining of letters of patent or design registration in respect of such Intellectual Property. The Company will notify to the employee if and to what extent the Company will adopt the said rights.

P. Dikshit

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SIEMENS

Annexure V

Joining Formalities

Please bring the following documents with you at the time of joining, with your originals also for verification.

1. This Offer Letter with your original signature (for hand over to Company) – *On joining, this letter serves as your official Appointment Letter*
2. Photocopy of birth certificate / S.S.C. certificate / mark sheet (2 copies)
3. All educational documents from 10th to highest education / semester wise mark sheet & provisional / convocation certificate (2 copies)
4. Photocopy of all previous employment / experience certificate / relieving certificate
5. Photocopy of passport / ration card / driving license / Aadhar card (3 copies)
6. Photocopy of PAN / acknowledgement of PAN application (3 copies)
7. To apply for PF transfer please bring the below necessary information:
   - PF number / EPS number
   - Previous employer contact details to contact for PF related communications
   - Whether previous company PF is maintained by Trust or RPFC account
   - RPFC office or PF trust address
   - Bank account number & Bank IFSC Code
8. To use your existing ICICI or HDFC Bank for your salary account, please bring a void cheque

If you have any questions, please contact us at:

- AskHR: Phone: 1-800-419-6677 (toll free number)
- Monday till Friday between 6.00 am to 8.00 pm

P. Nitchist

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INTERNSHIP OFFER

Ref.:5386331/ 866677,
Date:01/07/2022,

Dear Nikhil Singh,

As per our discussion with you, we are pleased to inform you that you have been provided the opportunity to pursue your internship with Capgemini Technology Services India Limited ("Company" or "Capgemini") during the period 01/10/2022 till 03/31/2022

You have to report by 8:30 am at office, for joining formalities and contact security at the main gate for your entry pass at

Address
B-45 & B-46, SIPCOT IT Park,
Old Mahabalipuram Road, Siruseri, Chennai – 603103, India

During the period of your internship, you will be entitled to an internship stipend of Rs. 22,000.00 /month. Please note aside from the stipend amount, you will not be entitled to any other re-imbursements or allowances.

Please note that your internship will not imply any kind of employment regular or contractual and the purpose is solely to facilitate your learning. We reserve the right to cancel/terminate the internship without notice and assigning any reason thereto.

Private Information Policy — You will be bound by the Capgemini Private Information Policy as described in Annex 1 for holding in confidence any trade secrets or confidential business and technical information of the Company or its clients.

Intellectual Properties — Additionally, you will also be bound by the Capgemini policy with respect to Intellectual Property as described in Annex 2

Note:

1.	The stipend processing will be as per Company policy notified from time to time.
2.	You must provide a valid bank account no. where you wish your stipend to be remitted and Permanent Account Number (PAN)/ AADHAR as identity and address proof. You are expected to provide accurate and correct information failing which Company shall not be responsible for any issue arising out of supplying of erroneous remittance information.
3.	During your internship in the Company, you are expected to adhere to the applicable Company policies and processes, failing which the Company has liberty to take appropriate steps.

You are required to treat this letter and its contents as strictly confidential and should not disclose the same to any person or entity (except to your advisors, attorneys and accountants, for seeking their advice) without our prior written consent.

At Capgemini, one of our goals is to afford all its interns the hands-on experience of its business operations, processes and services. Capgemini values your abilities and believes it can provide you with an atmosphere in which you can develop your professional talents to the fullest.

As acceptance of this internship with the Company, please sign in the space provided below and return a duplication version of this letter immediately to us within fifteen (15) days from the date of this letter.

Our internship opportunity shall automatically lapse unless you confirm your acceptance of it and return a copy to us within the prescribed time.

Yours sincerely,
For Capgemini Technology Services India Limited



Anil Kumar Singh
Head - Talent Acquisition & Resourcing

I accept the above offer on the terms indicated

_____ _____

Signature Date

ANNEX 1

PRIVATE INFORMATION

You agree with Capgemini that:

the work to which I am assigned is and will be of a private nature, and in connection with the performance of my assignment on behalf of Capgemini, its subsidiaries and affiliates (together with their predecessors and successors, the "Company"), the Company may make available to me information of a private nature as to the Company and the Company's clients' and prospective clients' business, strategies, methodologies, operations, technologies (including computer software), financial affairs, organizational and personnel matters, policies, procedures, trade secrets, programs, operations, clients, prospective clients, employees and other non-public matters, including those concerning third parties ("Private Information"). I agree that I will receive in strict confidence all such Private Information belonging to the Company or to its clients or prospective clients. I further agree to use my best efforts to maintain and to assist the Company in maintaining the confidentiality of all such Private Information, and to prevent it from coming into unauthorized hands.

I further agree that:

I. I will neither copy nor distribute any material, or other information constituting Private Information which comes into my possession as result of my assignment with the Company, other than for the Company use;

II. I will not during the period of my assignment with the Company nor at any time thereafter, directly or indirectly, disclose to others and/or use for my own benefit or for the benefit of others, Private Information acquired by me during the period of my assignment, except to the extent as may be reasonably necessary in the ordinary course of performing my duties as an Intern of the Company;

III. I will not disclose to the Company or attempt to induce the Company to use any Private Information or material to which the Company is not entitled;

IV. Upon termination of my internship with the Company, I will return to the Company or to the client or prospective client all materials and information that constitutes Private Information and any copies thereof and certify to the Company that I no longer have any rights to such materials or information, and I will represent that the original and all copies of such materials and information have been returned to the Company or to the client or prospective client.

V. I agree to abide by the ISMS policies and procedures as published by the organization from time to time.

ANNEX 2

INTELLECTUAL PROPERTY

I agree that all such inventions, software, manuscripts, documentation, improvement or other intellectual property shall be and remain the sole and exclusive property of the Company. I hereby agree to execute such assignments and other documents as the Company may consider appropriate to vest all right, title and interest therein to the Company. This provision does not apply to an invention for which no equipment, supplies, facility, or trade secret information of the Company was used and which was developed entirely on the my own time, unless (a) the invention relates (i) directly to the business of the Company or (ii) to the Company's actual or demonstrably anticipated research or development or (b) the invention results from any work performed for the Company. I agree that all services performed for the Company shall be the original work and shall not incorporate any third party materials or work in any third party asserts an ownership interest without the express written consent of the Company

Capgemini

UNDERTAKING & ACKNOWLEDGEMENT ("Undertaking")

I the undersigned, with reference to my acceptance of the internship opportunity with Capgemini do hereby unequivocally agree to abide by the Company's policy and further undertake as follows and execute this Undertaking & Acknowledgement ("Acknowledgment"):

1. I have been explained and provided an understanding of the company policies, and I do hereby undertake and state that during my internship with Capgemini, I shall adhere to the company policies, included but not limited to knowledge sharing, safeguarding of Company's and Client's intellectual property and copyright, code of conduct, ISMS etc. .

2. I agree to act in accordance with all of the provisions of the policies of the Company, and to safeguard all of the knowledge and information I receive in the course of my internship with the company, whether it is the property of Capgemini, its client, or some other entity which makes such knowledge or information available.

3. I will not use any knowledge, trade secrets or other information of the company or its clients including, except for the purpose of the work I am allotted in the course of my duties or as otherwise permitted by the company. Confidential Information does not extend to information already in the public domain unless such information arrived there by unauthorized means.

4. Without limiting the previous clause I undertake that I will not, nor will I attempt to:

a. Remove or take any such Confidential Information; or

b. Disclose Confidential Information to any third party other than in the proper course of my duties or as otherwise permitted by the company; or

c. Gain personal advantage from trading in or on the basis of Confidential Information; or

d. Cause or procure any other person to deal in the securities of any company on the basis of Confidential Information

e. Obtain nor claim any ownership interest in any knowledge or information obtained from Capgemini and its Clients.

5. Post termination of my internship with the Company, I recognize that I cannot disclose to any future employer, or use for my own purposes any Confidential Information I may have access to during my internship tenure with the Company.

6. I undertake to duly return all the assets received by me from the Company on the last day of my internship with the Company as may be identified. In the event I fail to return any of the Company assets, the Company is at liberty to take appropriate steps to recover the same including but not limited to withholding my stipend and deducting the suitable amount as may be recoverable.

7. Subject to Clause 8 below, I agree that any dispute arising out of this undertaking & acknowledgment ('Acknowledgment'), the Company and myself will make 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 respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. All disputes, differences and/or claims arising out of these presents or as to the construction, meaning or effect hereof or as to the rights and liabilities of the Parties hereunder and which cannot be settled by mutual conciliation shall be referred to Arbitration to be held in Mumbai in English Language in accordance with the Arbitration and Conciliation Act 1996, or any statutory amendments thereof and shall be referred to a sole Arbitrator to be appointed by Capgemini. The award of the Arbitrator shall be final and binding on the Parties.This Letter shall be governed and interpreted in accordance to the laws of India and the courts at Mumbai only shall have exclusive jurisdiction.

8. Notwithstanding the provisions of Clause 4, I agree that damages or an account of profits may be inadequate compensation for breach of this Acknowledgment and the company may seek an injunction or similar remedy to restrain any conduct or threatened conduct which is or may be a breach of this Acknowledgment.

9. This Acknowledgment is governed by the laws of Maharashtra, India. Each party submits to the non-exclusive jurisdiction of courts exercising jurisdiction there in connection with matters concerning this Acknowledgment.

I HAVE READ & UNDERSTOOD THE ABOVE ACKNOWLEDGEMENT AND AGREE TO BE BOUND BY ITS TERMS

_____ _____

Signature Date

CONSENT LETTER

For use of Personal Information & Sensitive Personal Data or Information

I,_____ _____residing at _____ _____ _____, do hereby provide my express consent to the Company Capgemini Technology Services India Limited , having its registered office at No.14, Rajiv Gandhi Infotech Park, Hinjawadi Phase III, MIDC – SEZ, Village Man, Taluka Mulshi, Pune – 411057, Maharashtra"(hereinafter referred to as the "Company", which expression shall unless repugnant to the context or meaning thereof mean and include its successors, nominees, assigns and administrators) as follows:

1. That I acknowledge and provide my consent to the Company to collect, store, process, transfer and share my personal information and sensitive personal data or information and information of my dependents wherever applicable, (including sensitive personal information like bank accounts, PAN, blood group, biometric information, medical record, email addresses etc.) for purposes deemed appropriate by the Company from time to time, including but not limited to:

   a) for the purpose of verifying the information submitted by me basis which I have been made an offer of employment,

   b) stipend processing

   c) law enforcement agencies,

   d) to comply with a judicial/quasi judicial order,

   e) auditor (including internal auditors, statutory auditors or Capgemini's clients or their auditor) for the purpose of audit,

   f) insurance companies for the purpose of group insurance, personal accident insurance etc.

   f) service providers providing services for biometric access to office premises for monitoring attendance.

2. Further, I also acknowledge and provide my consent to the Company to transfer and share (within India and outside of India) such information with:
   a. affiliates of the Company for administrative purposes and/or audit;
   b. clients/prospects in relation to any staff augmentation assignments.

3. That I agree and confirm that this consent letter shall be construed in accordance with the laws of India and the courts in Mumbai shall have exclusive jurisdiction to adjudicate upon any dispute that may arise in relation to this Consent Letter.
4. That should any provisions of this consent letter be held by a court of law to be illegal, invalid or unenforceable, the legality, validity and enforceability of the remaining provisions of this consent letter shall not be affected or impaired thereby.
5. I hereby declare that the execution of this consent letter has been done out of my own free will and consent and without any undue force or coercion in any manner whatsoever.
6. I am aware that I have the right to access and rectify my sensitive personal data or information provided to the Company and corresponding obligation to immediately update my sensitive personal data or information inCompany's records in the event of any change.
7. I am aware that Company has adopted security practices and procedure to ensure that the information collected is secure and these are available on the Company's intranet.

This consent letter shall come into force immediately upon its execution by me.

Name:
Signature:
Date:

Cognizant

03-Dec-2021

Pachigolla Rakesh
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Pachigolla Rakesh,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

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Cognizant

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: P. Rakesh **Date:** 5/12/21

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Cognizant

03-Dec-2021

Pamideti V Panduranga Sesha Sai Siva Kiran
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Pamideti V Panduranga Sesha Sai Siva Kiran,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

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Cognizant

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: P.V.P.S.S.Sivakumar **Date:** 05/12/2021

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SIEMENS

Pasagadugula Akhila
Graduate Trainee Engineer
Sathyabama Institute of Science and Technology
Jeppiaar Nagar, Rajiv Gandhi Salai,
Chennai - 600 119. Tamilnadu, INDIA.

Name Sumanta Guha
Department RC-IN P&O TA
People & Organization
Talent Acquisition

Telephone +91 (00) 12345678

Mobile +91 9582225338
E-mail sumanta.guha@siemens.com

Our reference 287783/7627227
Date 13 December 2021

Dear **Akhila,**

We're really excited you want to join Siemens and further your career with us.

We are pleased to offer you the position of **Graduate Trainee Engineer** starting **04 July 2022** in **Mobility** Division in **Pune** Location.

Your annual compensation, calculated on a cost-to-company basis, is **Rs. 5,00,000 /- p.a. (Rupees Five Lakhs Only)**, with the details provided in **Annexure I**. On successful completion of your probation period, your Target Pay will be incremented by Rs. 50,000/- and the Position Level will be PL11. The Position Title and Designation will be according to the position that you will be assigned based on business needs. This is a one-time increment and all future increments will be subject to annual performance cycles.

Your appointment is based on the terms and conditions provided in the attached Annexures with a few points to note here:

1. **Start date** – We look forward to you joining us, and in the unfortunate event you do not join us on your confirmed start date, your appointment will automatically be withdrawn. Please note that your date of joining the organization will be maintained in the electronic employee master of the Company, known as your "Seniority Date" and shall be considered as final.
2. **Office location** – You are initially appointed to work in our **Pune** office.
3. **Residence proof** – The address in your application shall be deemed to be correct for sending any communication to you.
4. **Date of birth** – Based on your declaration we have recorded your date of birth as **02 October 1999**
5. **Offer** – The Company reserves the right to withdraw this employment offer/conditional appointment before or after the start date, due to background/reference checks not being satisfactory and or there being restrictions on your ability to work with us. However, the above-mentioned reasons are not necessarily exhaustive, and the decision of the Company is final and binding.

Akhila.P

SIEMENS

We welcome you as a member of Siemens family and look forward to your long and fruitful association with us. Kindly return the duplicate of this letter, signed in the place indicated, confirming your understanding and acceptance of the above and enclosed Annexures.

Yours faithfully,
Siemens Technology and Services Pvt. Ltd.

Krishnaswamy Rajeshwari

Rajeshwari Krishnaswamy

Chief Manager – Human Resources

Acceptance of Terms & Conditions of Employment

I hereby agree that I have read and understood the terms and conditions as stated in this letter (reference no **287783/7627227**) dated (**13 December 2021**) plus the enclosed Annexures and accept employment with **Siemens Technology and Services Pvt. Ltd.** with our internal organizational unit, job family and level code of IN-TI-BASTU-PR

Enclosures:

Annexure I – Compensation structure
Annexure II – Service conditions
Annexure III – Terms & conditions of employment
Annexure IV – Terms & conditions of employment in relation to inventions made by the employee
Annexure V – Joining formalities

Candidate Signature: Akhila.P **Date:** 17-12-2021

Pasagadugula Akhila

Akhila.P

SIEMENS

ANNEXURE I

Compensation Structure

Name: Pasagadugula Akhila

Date: 13 December 2021

Position Level: 12

Business Title: Graduate Trainee Engineer

Division: Mobility

Compensation Structure		
Sr. no.	**Heads of Payment**	**Compensation (Rs.)**
(A)	**Basic Salary p.m.**	**15,000**
(B)	Base Flexible Pay (BFP) p.m. (includes Meal Card @ Rs.2,200/- p.m.)	24,147
	Total Allowances / Benefits p.m.	**24,147**
(C)	**Base Pay p.m. (A + B)**	**39,147**
	Retirals p.m.	
	Co. Contribution Provident Fund (12 % of Basic)	1,800
	Co. Gratuity Provision (4.8% of Basic)	720
(D)	**Total Retirals p.m.**	**2,520**
(E)	**Total Fixed Pay (TFP) p.m. (C + D)**	**41,667**
(F)	**Target Pay p.a. (E * 12)**	**5,00,000**

Insurance Benefits	Sum Assured (Rs.)
Group Health Insurance Policy coverage p.a. (with a provision of enhancement of the base cover upto 200%)	2,00,000
Group Personal Accident Insurance coverage p.a.	40,00,000
Group Term Life Insurance coverage p.a.	5,00,000
EDLI coverage	6,00,000
Leave (Notional monetised value of 22 earned leaves for full year)	11,000
ESI coverage	Not applicable as gross salary above ESI eligibility

For Siemens Technology and Services Pvt. Ltd.

Krishnaswamy Rajeshwari

Digitally signed by Krishnaswamy Rajeshwari
DN: cn=Krishnaswamy Rajeshwari, o=Siemens, email=rajeshwari.krishnaswamy@siemens.com
Date: 2021.12.14 19:24:54 +05'30'

Authorised Signatory

As per company policy, the entitlement of gratuity will be the actual eligible amount calculated in line with the Payment of Gratuity Act, 1972, without any upper cap. However any amount above ₹ 20 Lacs (if applicable) will be subject to income tax as per rules.

National Pension Scheme (NPS) can be opted for after joining.

Statutory Bonus will be paid to eligible employees as per Payment of Bonus (Amendment) Act, 2015.

All present & future taxes related to your employment will be borne by you.

Akhila.P

SIEMENS

Annexure II

Service Conditions

1. **Service Conditions Overall**

You shall serve the company diligently, faithfully and to the best of your skill and ability. You shall perform the duties entrusted to you with high standard of initiative, efficiency and economy. You shall at no time refuse to do any work/activities as allotted to you by your supervisors. You shall endeavor to increase your knowledge and skill through execution of jobs assigned to you from time to time.

You will be governed by rules, regulations and service conditions (as mentioned in the attached Annexures), applicable to the employees of your level working in the establishment of the company in which you will be working. The Company, however, reserves the right to add, alter and amend the said service conditions as may be considered necessary from time to time.

2. **Working Hours**

You will be governed by the working hours prevailing in the establishment in which you work. You will be notified of your actual duty timings from time to time. You may be required to work in shifts as and when considered necessary by the Company.

3. **Holidays**

You will be entitled to paid holidays as decided by Management. Such list of holidays will be notified at the beginning of the year.

4. **Work Location**

You are initially appointed to work in the location noted in the above letter. Based on business requirements, you may be temporarily or permanently transferred to any company forming part of Siemens or to its associate companies or business associates anywhere in India or overseas at the sole discretion of the company. You may be required to furnish a specific Service Agreement/Deputation Agreement if you are sent abroad for the purpose of training or Company's business.

5. **Probation and Confirmation**

You shall be on probation for a period of six months with effect from your start date. The probation period may be extended by the company at its sole discretion. During the period of probation, or any extension period thereof, there is one month's notice on either side.

On successful completion of the probation period, you shall be deemed automatically confirmed unless your probation period has been extended with a probation extension letter provided in advance.

As a confirmed employee there is three months' notice on either side. Kindly note that the Company reserves the right to claim compensation (@target pay) for any notice period not served. However, you cannot pay the company in lieu of the notice to be served.

Termination of employment will require one/three months' notice (as applicable for probation/confirmed status) or salary in lieu of notice.

Akhila.P

SIEMENS

6. **Retirement**

All employees will retire from the Company on attaining superannuation at the age of 60 years. However, the Company at its sole discretion, may decide to retire an employee prior to the employee attaining the age of superannuation.

7. **Maternity/Childcare Facilities for Women employees**

As part of the Company's efforts to support work life balance for women employees during and post maternity, apart from fully complying with the provisions of the Maternity Benefit Act, 1961 the Company also extends additional facilities such as extended paid/unpaid leave etc. For details of the Company policy on Maternity Benefit please refer to the Policies section on the Intranet.

8. **Confidentiality**

Please note that your compensation is personal and strictly between you and the Company. It has been determined based on numerous factors such as your education, experience, specific skills and professional merit. We advise you to use discretion in handling this information and any subsequent revisions made therein.

9. **Background Verification**

Your appointment is conditional upon satisfactory reference and background checks (education, employment history and other details furnished by you in your application). It is also contingent upon your ability to work for the Company without restriction (e.g. non-compete obligations or other restrictive clauses with any previous employer). In case any information given by you is found false or incorrect at any point in time of your employment, the appointment will be deemed void ab initio and liable for termination without any notice or salary in lieu of notice.

10. **Residential Proof**

The address as indicated in your application shall be deemed to be correct for sending any communication to you. Any communication sent to you at the given address shall be deemed to have been served upon you. You shall inform the change in residential address, if any, in writing to the HR Department within three days from the date of such change.

11. **Programmes and Initiatives**

In order to remain competitive our Company undertakes number of programmes or initiatives like Benchmarking, Continuous Improvements, Cost reduction, Training and Development, reorganisation etc. You are required to actively participate and contribute to such programmes or initiatives.

Akshita P

SIEMENS

Annexure III

Terms & Conditions of Employment – General

Employee shall observe and conform to such duties, directions and instructions as communicated to him by the Company and those in authority over him.

Employee shall not at any time hereafter, without the consent in writing of the Company except under legal process, divulge or utilize any matter relating to the Company's transactions or dealings, which are of confidential nature.

Employee shall not use any of the designs, drawings, software, literature, and machines etc. of the Company for any purpose other than Company's business.

All software including packages as well as its associated documentation developed by the employee in the course of the duties shall be sole and exclusive property of the Company.

Employee shall be true and faithful to the Company in all his accounts, dealing and transactions, relating to the business of the Company and shall at all times, when required, render a true and just account thereof to the Company or such persons as shall be authorized to receive the sum.

Employee shall not during the continuance of his employment, without the consent of the Company in writing, be employed or interested, directly or indirectly in any other trade or business, employment or occupation whatsoever and will devote the whole of his time and attention to his duties.

Employee shall be responsible for safekeeping and return, in good condition and order, of all Company's property, which may be in his use, custody or charge.

A high standard code of conduct is expected from an employee and any behavior reflecting unfavorably on him or the Company is questionable and liable for disciplinary action. Employee shall also ensure compliance to the Business Conduct Guidelines (BCG) that are globally binding rules for all employees applicable across Siemens companies, the details of which are available on the HR Intranet. In addition, The BCG declaration form (available on the HR intranet) is required to be signed by every employee upon joining/promotion and once in every two years thereafter.

Employee shall abide by the information security policy of the organization and adhere to it.

At the time of separation from the services of the Company, the employee is expected to settle all his outstanding dues towards the Company including the Liquidated Damages, if any, etc. at once. In case of any default/ delay in settlement of outstanding dues, the Company will be free to recover such dues by appropriate means, with interest at the market rate.

Employee shall also be required to abide by terms and conditions in addition to those mentioned above which are in force for the time being or may be framed from time to time.

Akhila.P

SIEMENS

Annexure IV
INTELLECTUAL PROPERTY RIGHTS & KNOW-HOW
TERMS AND CONDITIONS OF EMPLOYMENT AGREEMENT

a) Company shall own all rights, titles and interests in the Intellectual Property which includes but not limited to all Work product and Know-How (including inventions, ideas, experiences, concepts, algorithms, designs, tools, trade secrets, source code, technical documentation, program development components, technologies, expert reports etc.) created/conceived by the Employee during the tenure of their employment with the Company. The Employee undertakes to waive and not assert any moral rights which may accrue to the Employee in respect of the Intellectual Property.

b) Employee shall disclose to the Company promptly in writing about any Intellectual Property including the Work product and the Know-How (tangible and intangible form) conceived/created during the tenure of their employment with the Company.

c) Company and its affiliates shall have right to seek statutory protection of the Intellectual Property in the form Intellectual Property Rights (IPRs) including Patents, Trademarks, Copyrights, Utility Models and/or Industrial Designs. Company and its affiliates shall be free to use, exploit, maintain and permit to lapse such IPRs.

d) If by operation of law or otherwise, any or all work product or any component or element thereof, is deemed to be the IPRs of the Company, the employee hereby agrees to assign, irrevocably and to the fullest extent permitted by law, to the Company and its affiliates, its successor and assigns, ownership of all such IPRs.

e) Employee agrees to cooperate with the Company to do whatever is reasonably necessary to secure and maintain the IPRs of the Company and/or establishing Company's rights over Intellectual Property during the course of their employment as well as after termination of the employment.

f) Employee shall not publish/present orally or in written form, except with the express written consent of Company, any information in related to the Intellectual Property including the Work product and Know-How in any form on third party platforms/ third party during the course of their employment as well as after termination of the employment.

g) Employee shall obtain necessary clearance from the Intellectual Property department of the Company before the last date of employment with the Company. Employee shall disclose to the Company promptly in writing about any Intellectual Property conceived/created during tenure of employment with the Company before the last date of employment with the Company. Upon termination of his/her employment, the Employee agrees to immediately return all tangible embodiments of the Intellectual Property, including but not limited to data, drawings, documents, and notes developed during their employment. Employee shall not make any copies or attempt to recreate the tangible embodiments of the Intellectual Property post termination of his/her employment with the Company.

h) Employee shall inform the Company at the commencement of his employment with the Company of all Intellectual Property previously made by him, which he is not precluded by contract from disclosing to the Company and for which an application for a patent or for a registered design has not yet been made. The Company will be free to adopt any of the Employee's Intellectual Property disclosed to the Company at the commencement of his employment with the Company and conceived during his employment with the Company, and to assign to others the right to adopt it, and the Company will be absolutely entitled to any industrial or commercial protection rights anywhere in the world including rights arising from the obtaining of letters of patent or design registration in respect of such Intellectual Property. The Company will notify to the employee if and to what extent the Company will adopt the said rights.

Akhilaip

SIEMENS

Annexure V

Joining Formalities

Please bring the following documents with you at the time of joining, with your originals also for verification.

1. This Offer Letter with your original signature (for hand over to Company) – *On joining, this letter serves as your official Appointment Letter*
2. Photocopy of birth certificate / S.S.C. certificate / mark sheet (2 copies)
3. All educational documents from 10th to highest education / semester wise mark sheet & provisional / convocation certificate (2 copies)
4. Photocopy of all previous employment / experience certificate / relieving certificate
5. Photocopy of passport / ration card / driving license / Aadhar card (3 copies)
6. Photocopy of PAN / acknowledgement of PAN application (3 copies)
7. To apply for PF transfer please bring the below necessary information:
   - PF number / EPS number
   - Previous employer contact details to contact for PF related communications
   - Whether previous company PF is maintained by Trust or RPFC account
   - RPFC office or PF trust address
   - Bank account number & Bank IFSC Code
8. To use your existing ICICI or HDFC Bank for your salary account, please bring a void cheque

If you have any questions, please contact us at:

- AskHR: Phone: 1-800-419-6677 (toll free number)
- Monday till Friday between 6.00 am to 8.00 pm

Akula

Cognizant

03-Dec-2021

Peddamallu Veera Krishna Vamsi Prasad
B.E. Computer Science & Engineering
Sathyabama Institute of Science and Technology, Chennai

Dear Peddamallu Veera Krishna Vamsi Prasad,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

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At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: P.V.K.Vamsi Prasad **Date:** 05-12-2021

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Cognizant

10-Feb-2022

Dear Penmatsa Venkata Rajiv Varma,
B.E., Computer Science
Sathyabama Institute of Science and Technology, Chennai

Candidate ID – 19205895

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**.You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee**

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR **401,988/-**. This includes an annual target incentive of INR **22,500 /-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR **450,500/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance, as applicable.

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

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program, if offered to you:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs

focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship (If offered to you):

a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.

b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program

c) There would be zero tolerance to malpractices and misconduct during Internship engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship terms and conditions from time to time.

3.2 Continuous Skill Development (CSD) Program (If offered to you):

a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrolment into the program.

b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

4. Training - Post Joining Cognizant:

Upon successful completion of Internship or CSD program (if offered to you), one of the below options would be followed based on business demands.

a) You could be onboarded directly to business without any additional training.
b) You could be deployed into a formal training based on business specific skill track and it can be used as basis towards your allocation to projects/roles.
c) You could be onboarded directly to business and be given on-the- job training, specific to their project or business needs.

We look forward to you joining us. Should you have any further questions or clarifications, please log into https://campus2Cognizant.cognizant.com

Yours sincerely,
For Cognizant Technology Solutions India Pvt. Ltd.



Maya Sreekumar
Vice President – Human Resources

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

Signature: **Date:**

Cognizant

Compensation and Benefits

Name: Penmatsa Venkata Rajiv Varma **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10500	126,000
2	HRA*	6300	75,600
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7349	88,188
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

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

• Floating Medical Insurance Coverage
• Round the Clock Group Personal Accident Insurance coverage
• Group Term Life Insurance
• Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
• Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

• From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Manager

SI No	Category of Leave	No. of leave days
1	Earned Leave	18
2	Sick Leave	12
3	Casual Leave	6

• From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit 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 Cognizant India Leave policy

Provident Fund Wages:

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

Employees State Insurance:

• Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.
• Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.
• ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

* **Flexible Benefit Plan:** Your compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best. This plan will enable you to
1. Choose from a bouquet of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

** **Incentive Indication:** Incentive amount may be higher, lower, or nil as per the terms described herein. The incentive program is discretionary, subject to change, and based on individual and company performance. It is prorated to the duration spent with Cognizant India for the calendar year and will be paid to you only if you are active on Cognizant's payroll on the day of incentive payout.

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

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

Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of _____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 expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

AND

Penmatsa Venkata Rajiv Varma, 21, residing at _____ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or 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 honour 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 requirement. 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

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 information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the 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 breach. The obligations imposed upon you under this clause 5 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, or 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 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 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 notified 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 consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings 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. The shift timings may change from time to time as per any Company policy and which will be notified to you in advance.
d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference check in line with the Company's 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 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, in case if your background verification report is found to be unfavorable or unsuccessful after you joining the Company, then the Company reserves the right to terminate your employment immediately.

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. The Code of Business Ethics
iii. Acceptable Use Policy and Social Media Policy
iv. Dress Code Policy

Additionally, you will also 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 which 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 the same carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines, processes, please reach out to your HR Talent Manager. It is your responsibility to keep yourself 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 on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (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 the demanding needs of our clients, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/trainings and avenues of up-skilling. 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 3 days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be 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 the employment of 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, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/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, which is 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 5, 6, 10 and 12 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 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 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 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 Company, its affiliates and their employees, contractors or clients without 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 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	**Penmatsa Venkata Rajiv Varma**
Sign: _____	Sign: _____
Name:	Name:

NOKIA

Date: 13-04-2022

Ref: 2100000MZ9

Nokia Networks

Perala Tejaswini
Bangalore

Telephone: +91 (124) 4504 000
Direct fax: +91 (124) 4504 999

Nokia Solutions and Networks
India Pvt. Ltd.
(Formerly known as Nokia
Siemens Networks Pvt. Ltd.)

7th Floor, Tower A, Building No.
9A
DLF Cyber City, Phase - III
Gurgaon - 122002
Haryana (India)

Corp Identity No.
U72900DL2006PTC155149

Dear Perala Tejaswini,

With reference to your application and the subsequent interview, we have pleasure in offering you an appointment as **Graduate Engineer Trainee** in the **Job Grade- 6** in Nokia Solutions and Networks India Private Limited ("Company"), India.The terms and conditions of your appointment are as follows: -

1 Appointment and Reporting

1.1 You are required to join us on **20-06-2022** . The terms and conditions of your appointment shall be effective from your date of joining.

1.2 This offer is valid for 7 calendar days from the date of offer or your date of joining in the organization whichever is latest. Please indicate your acceptance of this offer of employment and the said terms & conditions by signing and returning the duplicate copy of this letter upon receipt of the letter.

1.3 You will initially report to **Dmitriy Gerzon,** however your reporting is liable to change at the sole discretion of the company.

1.4 Your appointment is subject to your being found medically fit by a Doctor designated by the Company. The Management has the right to get you medically examined by any Certified Medical Practitioner during the period of your service. In case you are found medically unfit to continue with the job, you will lose your lien on the job. Further details for the same are included in Annexure 6.

1.5 This offer of employment is subject to and conditioned upon the truthfulness of the representations you have made to the company during the recruitment process. Company reserves the right to initiate background verification posts your acceptance of this offer of employment. If from the results of this background verification, it emerges that the particulars furnished by you are false/incorrect or if any material or relevant information has been suppressed or concealed, this appointment will be considered ineffective and irregular and would be liable to be terminated by the management forthwith without notice. This will be without prejudice to the right of the management to take disciplinary action against you for the same.

Regd. Address:
Nokia Solutions and Networks
India Pvt. Ltd.
1507, Regus Business Center,
Eros Corporate Tower Level 15,
Nehru Place, New Delhi-110019
India

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Cognizant

17-Nov-2021

Pitambara Awadhesh
B.E. Computer Science
Sathyabama Institute of Science and Technology, Chennai

Dear Pitambara Awadhesh,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months,** starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

• The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
• Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
• There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
• You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
• You may be required, to travel to other locations within India if there is a business need as per your internship program
• Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
• Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
• Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**



Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Patandara 19/11/2021.

Signature: **Date:**

Apr 11, 2022

Poreddy Akshitha Reddy

Bangalore

PRIVATE AND CONFIDENTIAL
Employment Offer Letter and Terms and Conditions of Employment

Dear **Akshitha**,

We are pleased to offer you employment with **PricewaterhouseCoopers Service Delivery Center (Bangalore) Private Limited ("Company" or "PwC AC Bangalore")** in the position of **Associate** . Your work location will be **Bangalore.** Reporting lines and location are subject to change depending on business requirements. The title, roles and responsibilities may also be varied from time to time as may be evaluated and considered appropriate by the Company and in accordance with the policy of the Company.

If you accept this offer, your commencement date with us will be on or before **17 August, 2022**, or such other date as may be communicated by us to you in writing **("Employment Commencement Date").**

Remuneration Package:

1. Gross Salary: You are being offered a gross salary of Rs. **600,000/- Six Lakh Only**

The details of your gross salary are specified in Annexure 1 to this offer letter ("Offer Letter").

2. Bonus program: In addition to the Total Annual Compensation as mentioned above, you also may be eligible for bonuses from time to time, as may be set forth in incentive compensation programs applicable to your position.

3. Benefits: You will be eligible for Company sponsored India specific benefit programs such as gratuity, provident fund, group medical insurance for the employee and his/her family, life insurance and accident insurance for the employee. You are also eligible for the executive health check-up plan, for a free annual health check-up which contains a series of tests.

Other Terms:

Please read the following terms and contact us with any questions that you may have.

1. Employment Agreement: Once you accept this offer, you will be required to sign an employment agreement ("**Employment Agreement**"), the format of which is attached to this Offer Letter. Your employment with the Company will be on the terms of this Offer Letter and the Employment Agreement until the end of your employment with the Company until the end of your employment with the Company.

2. Working Hours: You will be required to work, for such hours as are reasonably necessary to meet the Company's requirements, in a variety of locations and for proper discharge of your duties. The working hours will be consistent with Company's policies and will include such reasonable working hours as might be required for performing your duties competently and to meet the Company's requirements. You hereby agree and volunteer to work during the night shift, as and when the Company feels that your services are required. You confirm that you have no objection whatsoever to work during the night shift, as per the Company's policies.

Promotion and Salary Review: You will be eligible to participate in the promotion and salary review process as per the policy of the Company.

3. Visa: If you do not have the right of abode, the right to land or the status of unconditional stay in India, an employment visa is required for your employment. The Company will assist you with obtaining the necessary documents for you and your family. Any continued employment is contingent upon the immigration authorities approving any renewal of the employment visa and will automatically be deemed to be terminated should such approval not be granted.

4. Taxation: Your remuneration and benefits have been stated gross of tax. You will be responsible for all Indian salaries tax on your remuneration, allowance and benefits, where applicable. In the event that you have sources of income or expense outside of your employment with the Company, you are responsible for ensuring adherence to the tax laws on those matters as well.

5. Travel, Assignments or Secondment:

a. **Within India:** You are required to work on any project to which you are assigned, unless there is good reason not to do so.

b. **Outside India:** While based in India you may be required to travel and stay to work on projects outside India, within and/or outside the Asia Pacific region.

6. Termination Notice:

(a) Your employment in the Company is subject to satisfactory verification of your certificates, testimonials and personal particulars/credentials. The Company reserves the right to obtain a background check (including criminal history record search, education and employment; and personal details verification) conducted on you directly or through nominated third party agencies. In the event that such

verification or background check reveals any discrepancy in the statement(s) made in your application or in the bio-data with the Company or in the declarations made by you in this Offer Letter and/or the Employment Agreement, your services are liable to be terminated forthwith without any notice or any further compensation from the day such discrepancies are identified.

(b) The Company may terminate your employment for any of the following conduct on your behalf effective immediately upon written notice to your address on the Company's records:

(i) acts of fraud, dishonesty or misconduct involving moral turpitude;

(ii) commission or conviction of any criminal offence;

(iii) engagement in any activity that you know or should know could harm the business or reputation of the Company;

(iv) material failure to adhere to the Company's corporate codes, policies or procedures;

(v) continued failure to meet performance standards as determined by the Company;

(vi) a breach or threatened breach of any material provision of this Offer Letter or the Employment Agreement if it is not cured to the Company's satisfaction within a reasonable period after the Company provides you with notice to your address on the Company's records of the breach; provided that no notice and cure period will be required if the breach cannot be cured;

(vii) violation of any statutory, contractual, or common law duty or obligation to the Company, including without limitation the duty of loyalty. In case of termination on account of any of the above reasons you will only be entitled to earned and unpaid gross salary and accrued leave (if any) through the effective termination date.

(c) The Company may also terminate your employment for reasons other than those specified above or for no reason, effective upon a prior written notice of at least sixty (60) days. In the event that the effective date of your termination is less than sixty (60) days, you will receive payment of the net amount of gross salary you are entitled to in lieu for the remaining notice period less any deductions or withholdings, as required by law.

(d) You agree to provide the Company with a prior written notice of at least sixty (60) days of your resignation, which shall be effective at the end of the notice period unless agreed otherwise.

7. Return of Property: Upon termination of employment, you will be required to return all property (including but not limited to keys, records, notes, data, computer discs or tapes, memoranda, business cards, security passes and equipment) which is held in your possession, custody or under your control, belonging to or relating to business affairs of the Company.

8. Acknowledgement: You acknowledge that your joining the Company will not breach any agreement relating to employment or the provision of services to which you are or have been a party.

The Company may amend or discontinue any of its plans, programs, policies and procedures at any time for any or no reason with or without notice to the extent permitted by law.

We are excited about having you join us. On behalf of the PwC AC Bangalore team, we hope you find these terms and conditions suitable. If you have any questions about the contents of this letter, please do not hesitate to contact us on **us_advisory_ac_india_hc_operations@pwc.com**

9. To indicate your acceptance and agreement with all the terms of this Offer Letter and the attachments including the Employment Agreement, please share the signed copy of the Offer Letter, no later than **14 April, 2022.** It is clarified that the employment offer made to you under this Offer Letter will automatically lapse on **14 April, 2022**. and will no longer be valid if we do not receive your signed acceptance of the Offer Letter. It is further clarified that the employment offer under this Offer Letter is contingent upon you joining the services of the Company on the Employment Commencement Date. The employment offer made to you under this Offer Letter, will be deemed withdrawn on your failure to join the services on the Employment Commencement Date.

Yours truly,
For PricewaterhouseCoopers Service Delivery Center (Bangalore) Private Limited

Jatin Vijay
Jatin Vijay (Apr 11, 2022 23:04 GMT+5.5)

_____

Authorized Signatory

Date: Apr 11, 2022

I, Poreddy Akshitha Reddy (C000004549211), accept the offer and terms of employment as detailed in this letter and the attached Employment Agreement.

Akshitha

_____

Date: Apr 13, 2022

Annexure 1

Private and confidential

Date: Apr 11, 2022
Name: Poreddy Akshitha Reddy
Designation: Associate

Salary Components - Annual (All figures in INR)

Basic Salary (40% of Gross Salary) : 240,000
Flexible Benefit Package (FBP) : 331,200
Employer contribution of PF: 28,800

Gross Salary: 600,000/-

Benefits - Estimated Value

Term Life Insurance : 1,440
Group Accident Insurance: 425
Group Medical Insurance: 30, 282
Employee Assistance Program and wellness resources : 400

Total Benefits(1): 32,547/-

Gratuity : As per Payment of Gratuity Act 1972

*FBP can be used for the following components:
Food Coupons (Sodexo) - 24,000 (i.e.2000 per month)
Leave Travel Allowance (LTA) - up to a maximum of FBP amount available for allocation
House Rent allowance (HRA) - 40% of Basic for Non-Metro, 50% of Basic for Metro
Special Allowance - Balancing Figure, FBP minus all above components

The above are subject to applicable taxes as per the Indian law.

All the above benefits are as per Company's policies and may have tax implications. These are subject to change from time to time as may be evaluated and considered appropriate by the Company and in accordance with the policies of the Company. Benefits if not availed cannot be claimed as cash equivalent.

(1) The value above is only the estimated monetized value of the applicable benefits.

EMPLOYEE AGREEMENT/ASSOCIATE

This Agreement ("**Agreement**") is between **PricewaterhouseCoopers Service Delivery Center (Bangalore) Private Limited ("Company" or "PwC AC Bangalore")** and **Poreddy Akshitha Reddy ("You**" and all similar references).

1. <u>Definitions</u>

(a) "**Cessation Date**" means the effective date of cessation of your employment with PwC AC Bangalore.

(b) "**Cause**" means any of the following conduct by you:

(i) Acts of fraud, dishonesty or misconduct involving moral turpitude;

(ii) Commission or conviction of any criminal offence;

(iii) Engagement in any activity that you know or should know could harm the business or reputation of PwC AC Bangalore;

(iv) Material failure to adhere to PwC AC Bangalore's corporate codes, policies or procedures;

(v) Continued failure to meet the performance standards as determined by PwC AC Bangalore;

(vi) A breach of any provision or threatened breach of any material provision of this Agreement if the breach is not cured to PwC AC Bangalore's satisfaction within a reasonable period after PwC AC Bangalore provides you with notice to your address on PwC AC Bangalore's record of the breach provided that no notice and cure period will be required if the breach cannot be cured; and

(vii) Violation of any statutory, contractual, or common law duty or obligation to PwC AC Bangalore, including without limitation the duty of loyalty.

(c) **"Offer Letter"** means the employment offer letter dated Apr 11, 2022 by which you were offered employment with PwC AC Bangalore and accepted by on Apr 13, 2022 .

2. Employment

2.1 You accept employment on the terms of the Offer Letter and this Agreement along with its exhibits hereto until the end of your employment with PwC AC Bangalore in accordance with clause 6 of this Agreement.

2.2 Probation: Your first six (6) months of employment are on a trial basis and are considered a continuation of the employment selection process. During this probationary period, PwC AC Bangalore may terminate employment with 15 days' notice in writing, with or without cause. Likewise, you may also terminate your employment with PwC AC Bangalore giving 15 days' notice in writing, with or without cause. PwC AC Bangalore may decide to confirm your employment earlier than the 6 months' period based on performance and the notice period will change to sixty (60) days as soon as the employment is confirmed.

2.3 By signing this Agreement, you agree to:

(a) devote your professional time and effort to PwC AC Bangalore's business and to refrain from professional practice outside of the interests of PwC AC Bangalore or any of its subsidiaries;

(b) abide by all policies of PwC AC Bangalore, current and future, including the Equal Employment Opportunity policy attached as Exhibit A and the Anti-Harassment policy attached as Exhibit B to this Agreement;

(c) abide by the Confidentiality and Intellectual Property Agreement attached as Exhibit C to this Agreement; and

(d) abide by the terms of the Consent Form concerning personal data attached as Exhibit D to this Agreement.

2.4 You also confirm that you are not currently bound by any agreement that could prohibit or restrict you from being employed by PwC AC Bangalore or from performing any of your duties under this Agreement.

3. Compensation and Benefits

As of the commencement of your employment, PwC AC Bangalore will pay you a salary as specified in the Offer Letter, less required and authorized withholdings and deductions, payable in 12 equal monthly installments in accordance with PwC AC Bangalore's normal payroll practices.

4. Leave Entitlement

Your annual leave entitlement will be as provided in the Leave Policy of the Company as amended from time to time.

5. Covenants

While employed with PwC AC Bangalore, and for 6 months after your Cessation Date you shall not directly or through anyone else solicit, employ or retain any current employee of PwC AC Bangalore to perform Consulting Services. You agree that these obligations protect PwC AC Bangalore's legitimate interests without unreasonably restricting your ability to earn a living after leaving PwC AC Bangalore.

6. Termination and Resignation

(a) PwC AC Bangalore may terminate your employment on account of Cause effective immediately upon written notice to your address on PwC AC Bangalore's records.

You will only be entitled to earned and unpaid salary and salary for accrued leave (if any) until the effective termination date.

(b) PwC AC Bangalore may also terminate your employment for reasons other than Cause or for no reason, effective upon at least sixty (60) days written notice or payment of the salary you are entitled to in lieu less any required deductions or withholdings as required by law. In the event that the effective date of your termination is less than sixty (60) days, you will receive payment of the salary you are entitled to in lieu for the remaining notice period less any required deductions or withholdings, as required by law.

(c) You agree to provide PwC AC Bangalore with prior notice of at least sixty (60) days of your resignation, which shall be effective at the end of the notice period unless agreed otherwise. The company management has the discretion for any notice period waive-off based on the work obligations.

(d) In case of failure to serve the notice period, you will agree to pay equivalent gross salary in lieu of the notice period not served. The company has the discretion to adjust any unused vacation against notice period.

(e) PwC AC Bangalore may require you to utilize any accrued leave during the notice period.

7. Arbitration

(a) All disputes between you and PwC AC Bangalore shall be resolved by arbitration in Bangalore or any other mutually agreeable location in India. Arbitral disputes include without limitation employment, employment termination claims and claims by you for employment discrimination, harassment, retaliation and wrongful termination.

(b) Arbitration shall be conducted under the auspices of the Indian Council of Arbitration before a panel of three arbitrators, which shall consist of one person selected by each of the two sides to the dispute and the third person jointly selected by the other two arbitrators.

(c) The arbitration panel shall have no authority to modify this Agreement (except pursuant to clause 8 of this Agreement) or to award punitive or exemplary damages. PwC AC Bangalore may, without waiving its right to compel arbitration, seek injunctive or other provisional relief from a court of competent jurisdiction, to prevent any arbitration award from being rendered ineffectual, to protect PwC AC Bangalore's confidential information or intellectual property or for any other purpose in the interests of PwC AC Bangalore.

The courts at Bangalore or any court of competent jurisdiction in any other state will have jurisdiction over any proceeding relating to arbitration, and may enter judgment on any arbitration award rendered or grant judicial recognition of the award or an order of enforcement.

8. Entire Agreement

This Agreement and the Offer Letter forms the entire agreement between you and PwC AC regarding these matters and supersede any verbal and written agreements on such matters. In the event of a conflict between the main body of this Agreement or the Offer Letter and the Exhibits, the main body of the Agreement or the Offer Letter shall take precedence. This Agreement may be modified only by written agreement signed by you and the General Manager of PwC AC Bangalore or their designee, provided that the policies of the Company may be amended at any time for any or no reason with or without notice to the extent permitted by law.

Severability

(a) If any provision of this Agreement is held invalid or unenforceable for any reason, the invalidity shall not nullify the validity of the remaining provisions of this Agreement.

(b) If any provision of this Agreement is determined by a court or arbitration panel to be unenforceable by reason of being overly broad in duration, geographical coverage or scope or unenforceable for any other reason, such provision will be narrowed so that it will be enforced as much as permitted by law.

9. Waiver

Any party's waiver of the other party's breach of any provision of this Agreement shall not waive any other

right or any future breaches of the same or any other provision.

10. Choice of Law

The Offer Letter and this Agreement shall be governed by laws of India. You and PwC AC Bangalore consent to the non-exclusive jurisdiction and venue of the courts in New Delhi and agree that any permitted lawsuit may be brought to such courts or any other court of competent jurisdiction as provided in clause 7 of this Agreement.

11. Assignment and Beneficiaries

This Agreement only benefits and is binding on the parties and their permitted assigns provided that you may not assign your rights or duties under this Agreement without the express prior written consent of the other parties. PwC AC Bangalore may assign any rights or duties that it has, in whole or in part, to its affiliates and subsidiaries without your consent.

12. Counterparts

For convenience of the parties, this Agreement may be executed in one or more counterparts, each of which shall be deemed an original for all purposes.

13. Survival

Clauses: 2, 5, 7 through 13 and Exhibits C and D shall survive any termination of this Agreement or your employment (including your resignation).

The parties to this Agreement state that they have read, understood and agree to be bound by this Agreement:

Yours sincerely,
For PricewaterhouseCoopers Service Delivery Center (Bangalore) Private Limited

Jatin Vijay
Jatin Vijay (Apr 11, 2022 23:04 GMT+5.5)

_____

Authorized Signatory

Date: Apr 11, 2022

Employee

Akshitha

_____

Poreddy Akshitha Reddy

Date: Apr 13, 2022

EXHIBIT A

Equal Employment Opportunity

It is the policy of PwC AC Bangalore and its group of companies to provide equal employment opportunity for all applicants and employees. PwC AC Bangalore does not unlawfully discriminate on the basis of race, color, religion, sex, national origin, age, disability, or any other legally protected classification. PwC AC Bangalore also makes reasonable accommodations for disabled employees. An employee who believes he or she has a disability and requires an accommodation should inform their Human Resources Manager so that the employee's request can be evaluated. PwC AC Bangalore prohibits the harassment of any individual and further prohibits the harassment of any individual based on any of the aforementioned legally protected classifications. Unlawful discrimination or harassment shall not be tolerated by PwC AC Bangalore.

This policy applies to all areas of employment including, but not limited to, recruitment, recruitment advertising and/or other communications media, hiring, rates of pay and other compensation, benefits, overtime, promotions, transfers, demotions, training, layoffs, or terminations, recalls, disciplinary actions and all other terms, conditions, or privileges of employment.

PwC AC Bangalore, as required by law, will establish a written affirmative program to strive for best utilization of minorities, the disabled and women throughout our workforce. The results will be reviewed no less than annually and adjusted appropriately to meet stated goals. The coordinator of this program is the Director - HC at PwC AC Bangalore.

The coordinator will be responsible for ensuring the creation of the program with the inclusion of its multiple requirements, the development of an audit procedure to measure the effectiveness of the program and the facilitation of the annual status presentation to the executive management group.

Each employee is required to abide by this policy and assist with its enforcement. Violation of this policy will result in disciplinary action, up to and including termination of employment. If an employee believes that he/she has been the unlawfully discriminated against in an employment matter, please direct your concerns to the Director - HC the Equal Employment Opportunity coordinator for PwC AC Bangalore. A prompt and thorough investigation shall be conducted and a determination made as to the appropriate management response. Full cooperation by each employee asked to assist during an investigation is required and no reprisals shall result from the reporting or assisting in the investigation of, concerns related to this policy. Concerns or complaints of any retaliation should be directed to the Director - HC immediately.

EXHIBIT B

Anti-Harassment Policy

PwC AC Bangalore and its group of companies prohibits sexual or other unlawful harassment of its employees, vendors, clients or applicants, whether engaged in by company personnel, clients, customers, vendors, or others. This policy also prohibits employment actions that are based on an employee's submission to or rejection of unwelcome sexual advances or other behavior prohibited by this policy. This policy applies at PwC AC Bangalore facilities and at other locations where our employees conduct business or socialize, such as client sites or at company or client sponsored business and social functions including homes of the employees during a work from home setup and all employees are to adhere to this policy even in the course of online meetings, virtual socialization activities and/ or engaging in informal conversations during a work from home setup.

Sexual harassment is viewed as a form of employee conduct that undermines the integrity of the employment relationship. For the purposes of this policy, sexual harassment is defined as sexual behavior that is unwelcome, is personally offensive, and/or creates a hostile, intimidating or offensive work environment. PwC AC Bangalore will not tolerate sexual harassment by anyone — supervisors, employees, vendors, or clients.

Some examples of sexual harassment are:

- Unwelcome or unwanted sexual advances. This includes patting, pinching, brushing up against, hugging, cornering, kissing, or any other similar physical contact considered unwelcome by another individual.
- Requests or demands of sexual favors. This includes subtle or blatant expectations, pressures, or requests of any type of sexual favor accompanied by an implied or stated promise of preferential treatment or negative consequences concerning one's employment.
- Verbal abuse or kidding that is sex-oriented and considered unwelcome by another person. This includes comments about an individual's body or appearance (where such comments go beyond a mere compliment); off-color jokes that are clearly unwanted or considered offensive by others; or any other tasteless, sex-oriented comments, innuendoes, or offensive actions.
- Any sexually oriented conduct that would unreasonably interfere with another's work performance. This includes extending unwanted sexual attention to someone, which reduces personal productivity.
- Participation in fostering a work environment that is intimidating, hostile, or offensive because of unwelcome or unwanted sexually oriented conversation, suggestions, requests, demands, physical contacts, or attention.
- Possession in the workplace or display of sexually suggestive objects or pictures; emails, internet sites, or other correspondence with sexually suggestive content.
- Tangible employment decisions made because of or influenced by an individual's compliance with or refusal to comply with sexual demands.
- Any other unwelcome physical, verbal or non-verbal conduct of sexual nature



This policy also expressly prohibits behavior that harasses an employee or applicant on the basis of his or her race, color, creed, religion, age, gender, national origin, citizenship status, marital status, sexual orientation, disability, or other category protected by Central, State, or local law. Forms of such harassment can include physical, verbal and nonverbal behavior that harasses, disrupts, or interferes with an employee's work performance or in any way creates or contributes to an intimidating, hostile or offensive work environment. This behavior includes, by way of example only, epithets, slurs, off-color jokes, threats, or posters, cartoons, emails, or drawings that are insulting, degrading, derogatory or ridiculing of one based on his or her protected status.

Behavior prohibited by this policy often can occur without the knowledge of others and what one may regard as offensive, another may not. For the company to effectively implement this policy, all persons must respond to and report behavior that violates this policy. Cooperation in preventing this type of conduct is essential.

If you believe that you have been subjected to inappropriate sexual or other behavior, you should immediately tell the offender that his or her behavior is offensive and must cease. If such a direct approach is ineffective or impractical under the circumstances, you must report such behavior to one of the persons identified below. If you have reason to believe that another employee of the company has been subjected to or has engaged in behavior that violates this policy, you should also immediately inform one of the individuals identified below.

PwC AC Bangalore will investigate, promptly and thoroughly, any such complaint or report of inappropriate behavior. Complaints and investigations will be handled in a confidential manner consistent with the need to investigate and take corrective action.

Complaints should be directed to the following person:

Director – Human Capital - PwC AC Bangalore

In response to a meritorious complaint, PwC AC Bangalore will as necessary or appropriate, take disciplinary action against anyone found in violation of this policy, up to and including termination of employment.

Overall responsibility for PwC AC Bangalore’s Equal Employment Opportunity and Sexual Harassment policy has been assigned to the Director - HC who is responsible for the implementation and enforcement of this policy.

Every employee may access this confidential system without fear of reprisal. This policy also prohibits retaliation against anyone who in good faith complains under this policy or participates in an investigation. Full cooperation by each employee asked to assist during any investigation pursuant to this policy is required. Complaints of retaliation (actual, threatened or feared) also should be directed to one of the individuals identified above.

EXHIBIT C

Confidentiality and Intellectual Property Agreement

As a material part of the consideration for my employment by PwC Service Delivery Center – Bangalore Private Limited and the salary and other compensation that I shall receive during my employment, I acknowledge and agree that, by my signature on the document to which this Confidentiality and Intellectual Property Agreement ("**CIPA**") is attached as an exhibit, I also agree to this CIPA's terms:

1.

(a) I will, both during my work for PwC AC Bangalore and thereafter, hold in confidence and not directly or indirectly reveal, report, publish, disclose, transfer or otherwise share or make any Proprietary Information (as defined below) accessible, to any person or entity, or utilize any Proprietary Information for any purpose, except in the course of my work for PwC AC Bangalore's sole benefit. In addition, I will not remove, reproduce, transmit, summarize or copy any Proprietary Information except as expressly required by PwC AC Bangalore to enable me to perform my duties. I understand that this Section 1 is effective as of the commencement of my employment with PwC AC Bangalore or the date I acquired knowledge of any Proprietary Information, whichever is earlier.

(b) I will not knowingly use for the benefit of, or disclose to any person employed by, PwC AC Bangalore confidential information of any of my former employers or of any other third party or otherwise knowingly infringe or misappropriate any proprietary right of any third party. I represent and warrant that no contract, agreement or other obligation between or among me and any third party will interfere in any manner with my complete performance of my duties to PwC AC Bangalore or with my compliance with the terms and conditions of this CIPA. Without limiting the foregoing, I (have / have not) signed an agreement with [•], a previous employer or other entity, relating to inventions and confidential information. I (can/cannot) furnish PwC AC Bangalore with a copy of said agreement.

(c) "**Proprietary Information**" as used in this CIPA means all information or material disclosed to or known to me as a consequence of my employment with PwC AC Bangalore or any affiliate of PwC AC Bangalore ("**affiliate**" includes without limitation, for purposes of this CIPA, subsidiaries and other related entities of PwC AC Bangalore), including, without limitation, third party information that PwC AC Bangalore treats as confidential and any information disclosed to or developed by me or embodied in or relating to works for hire. Proprietary Information includes, but is not limited to discoveries, ideas, inventions, concepts, software in various states of development and related documentation, designs, drawings, specifications, techniques, methodologies, models, data, source code, object code, documentation, diagrams, flow charts, research, development, processes, training materials, templates, procedures, "know-how," tools, client identities, client accounts, web design needs, client advertising needs and history, client reports, client proposals, product information and reports, accounts, billing methods, pricing, data, sources of supply, business methods, production or merchandising systems or plans, marketing, sales and business strategies and plans, finances, operations, and information regarding employees and other similar information (whether or not reduced to writing). Notwithstanding the foregoing, information that is publicly known and is generally employed by the trade at or after the time I first learn of such information (other than as a result of my breach of the CIPA), shall not be deemed part of the Proprietary Information.

2.

(a) All Works (as defined below) shall belong exclusively to PwC AC Bangalore and/or its affiliates, as the context may require whether or not fixed in a tangible medium of expression. Without limiting the foregoing, to the maximum extent permitted under applicable law, all Works shall be deemed to be " works made in the course of your employment with the PwC AC Bangalore" or "works made for hire", under Section 17 of the Indian Copyright Act, 1957 (as amended from time to time) and PwC AC Bangalore shall be deemed to be the author thereof. If and to the extent any Works are determined not to constitute "works made for hire," or if any rights in the Works do not accrue to PwC AC Bangalore as a work made for hire, I hereby irrevocably assign and transfer to PwC AC Bangalore to the maximum extent permitted by law all right, title and interest in the Works, including all copyrights (including moral rights), patents, trade secret rights, and other proprietary rights in or relating to the Works. To the extent my moral rights cannot be assigned, I hereby irrevocably and expressly waive them and agree not to assert any claims based on such rights against PwC AC Bangalore or its affiliates. Without limiting the foregoing, I hereby irrevocably assign and transfer to PwC AC Bangalore all economic rights to the Works, including the rights to reproduce, manufacture, use, adapt, modify, publish, distribute, sublicense, publicly perform and communicate, translate, lease, sell, offer for sale, import, export and otherwise exploit the Works. I shall have no right to exercise any rights to the Works. Without limiting the foregoing, I will not have the right to and will not reproduce, adapt, modify, publish, distribute, sublicense, publicly perform or communicate, translate, lease, import or otherwise exploit the Works, except as expressly authorized by PwC AC Bangalore in the scope of my employment. I expressly acknowledge and agree that I wish to remain anonymous and not to have my name or any pseudonym used in connection with the Works. I hereby approve any and all modifications, uses, publications and other exploitation of the Works that PwC AC Bangalore or any successor or transferee thereof may elect to make, and I expressly agree that no such modifications, uses, publications or exploitations will or may cause harm to my honor or reputation. I agree that no modification, use or publication of the Works by PwC AC Bangalore or any successor or transferee thereof will be deemed to constitute a distortion or mutilation of the Works. PwC AC Bangalore shall have the unrestricted right to transfer and convey any or all of PwC AC Bangalore's rights in or relating to the Works to any person or entity.

(b) I understand that the CIPA is not intended and shall not be interpreted to assign to or invest in PwC AC Bangalore any of my rights in any inventions developed entirely on my own time without using PwC AC Bangalore's equipment, supplies, facilities, resources, or trade secret information, except for those inventions that either relate at the time of conception or reduction to practice of the inventions to the business of PwC AC Bangalore or the actual or demonstrably anticipated research or development of PwC AC Bangalore, or result from any work that I performed for PwC AC Bangalore.

(c) I will keep and maintain adequate and current written records of all inventions, original works of authorship, trade secrets or other Works in which rights vest in or are assigned to PwC AC Bangalore hereunder. The records will be in the form of notes, sketches, drawings, and any other format that may be specified by PwC AC Bangalore. The records will be available to and remain the sole property of PwC AC Bangalore at all times.

(d) I will provide any assistance reasonably requested by PwC AC Bangalore to protect its proprietary and intellectual property rights, including, to obtain Indian or foreign letters patent and copyright registrations covering inventions, original works of authorship and other Works belonging or assigned



hereunder to PwC AC Bangalore. I will execute any transfers of ownership of letters patent or assignments of copyrights or other proprietary rights transferred or assigned hereunder (including short form assignments intended for recording with the Indian, U.S. or any other foreign copyright and patent authorities, or any other entity). I understand that my obligations under this Section shall survive any termination of this CIPA or of my employment in perpetuity, provided that PwC AC Bangalore will compensate me at a reasonable rate for time actually spent performing such obligations at PwC AC Bangalore's request after such termination. If PwC AC Bangalore is unable for any reason whatsoever, including my mental or physical incapacity, to secure my signature to apply for or to pursue any application for any United States or foreign letters patent or copyright registrations or on any document transferring or assigning any patent, copyright or other proprietary right that I am obligated hereunder to transfer or assign, I hereby irrevocably designate and appoint PwC AC Bangalore and its duly authorized officers and agents as my agent and attorney in fact, to act for and on my behalf and in my stead to execute and file any such applications and documents and to do all other lawfully permitted acts to further the application, registration, prosecution and issuance of letters patent or copyright registrations or transfers or assignments thereof or of any other proprietary rights with the same legal force and effect as if executed by me. This appointment is coupled with an interest in and to the inventions, works of authorship, trade secrets and other Works to which any proprietary rights may apply and shall survive my death or disability.

(e) "**Works**" means:

(i) any inventions, trade secrets, ideas or original works of authorship that I conceive, develop, discover or make in whole or in part during my employment with PwC AC Bangalore (which term includes, for purposes of this entire definition, any affiliate of PwC AC Bangalore), or which I conceived, developed, discovered, or made in whole or in part during my employment or relationship with PwC AC Bangalore, and that relate to the business of PwC AC Bangalore or its actual or demonstrably anticipated research or development,

(ii) any inventions, trade secrets, ideas or original works of authorship that I conceive, develop, discover or make in whole or in part during or after my employment with PwC AC Bangalore, or which I conceived, developed, discovered, or made in whole or in part during my employment or relationship with PwC AC Bangalore, and which are made through the use of any of PwC AC Bangalore's or any PwC AC Bangalore's predecessors' equipment, facilities, supplies, trade secrets or time, or which result from any work that I perform or performed for PwC AC Bangalore, and

(iii) any part or aspect of any of the foregoing.

(f) For purposes of Sections 2(a), (b), (c) and (d) of this CIPA, the term PwC AC Bangalore shall mean (i) PwC AC Bangalore for any period of time during which I am employed by PwC AC Bangalore and (ii) any affiliate of PwC AC Bangalore for any period of time during which I am employed by such affiliate.

3. I will return immediately to PwC AC Bangalore all property of PwC AC Bangalore and its affiliates (including without limitation all Proprietary Information, documents, notes and other work product) in my possession or control, including duplicates, when I leave my employment or whenever PwC AC Bangalore may otherwise require that such Proprietary Information and other property be returned.

4. I will comply, and do all things necessary to assist PwC AC Bangalore to comply, with the laws and



regulations of all governments under which PwC AC Bangalore does business, and with the provisions of contracts between PwC AC Bangalore and any such government or its contractors, or between PwC AC Bangalore and any private contractors, that relate to intellectual property or to the safeguarding of information, including the signing of any confidentiality agreements required in connection with the performance of duties during my employment with PwC AC Bangalore.

5. I understand and agree that the provisions of this CIPA shall remain in full force and effect in accordance with their terms notwithstanding any termination of my employment with PwC AC Bangalore for any or no reason.

6. The CIPA constitutes the entire agreement between PwC AC Bangalore and me with respect to the subject matter hereof and supersedes all prior and/or contemporaneous understandings, agreements or communications, whether oral or written, on such subject matter, provided that the provisions of any other written agreement between PwC AC Bangalore and me shall remain in full force and effect in accordance with its terms.

7. The CIPA shall be governed by and construed and enforced in accordance with the laws of India.

8. The CIPA may not be amended or modified except by a written document signed by me and a duly authorized representative of PwC AC Bangalore. The waiver of any right hereunder shall not be binding unless set forth in writing signed by the waiving party, and shall not bar the exercise of any other right or of the same right on any other occasion.

9. The CIPA shall be binding upon and inure to the benefit of me, PwC AC Bangalore and its affiliates, successors and assigns, provided, however, that I understand that I may not assign my rights or delegate my obligations under this CIPA without the express prior written consent of PwC AC Bangalore. Without limiting the foregoing, the rights of PwC AC Bangalore hereunder may be assigned in whole or in part without my consent to any of PwC AC Bangalore's affiliates or to any other entity that, whether by merger or otherwise, acquires all or substantially all of the assets, business or stock of the office or branch in which I work.

10. If any provision of this CIPA is held invalid or unenforceable for any reason, the invalidity shall not affect the validity of the remaining provisions of this CIPA, and the parties shall substitute for the invalid provision a valid provision which most closely approximates the intent and economic effect of the invalid provision.

11. I acknowledge and understand that any breach by me of any of Sections 1, 2, 3 or 4 of this CIPA will cause PwC AC Bangalore and its affiliates to suffer irreparable harm for which damages are an inadequate remedy and are difficult to calculate. Accordingly, I agree that PwC AC Bangalore and its affiliates will be entitled, without limiting any other available legal or equitable remedies, to injunctive relief (without the need to post any bond or other security) to enforce the terms of the CIPA in whole or in part and to prevent any breach or threatened breach of any of those Sections.

EXHIBIT D

Consent Form

I acknowledge and agree that PricewaterhouseCoopers Service Delivery Center – Bangalore Private Limited and its affiliates or related bodies corporate want to develop a global human resources database in support of PwC AC Bangalore's legitimate business purposes.
These legitimate business purposes include, without limitation:
(a) the submission of proposals to clients and potential clients of PwC AC Bangalore;
(b) the compilation of directories;
(c) the organization of security procedures;
(d) the processing of worker compensation and insurance claim and the management of human resources.

I therefore understand and agree that PwC AC Bangalore hold, collect, receive, store, record, have access to, process and transfer personal information about myself ("Personal Data"), including, without limitation:
(a) identification data such as my name, home address, telephone and fax number, personal email address, date of birth, social security number, citizenship, ID and passport number and/or other employee identification number, marital status;
(b) employment data such as my salary, job title, resumes, applications, copies of school, college and university diplomas, background verification information, entitlement to stock options, employment references;
(c) financial information such as bank account numbers and tax related information; and
(d) other information necessary to PwC AC Bangalore's legitimate business purposes, which I may voluntarily disclose in the course of my application and subsequent employment with PwC AC Bangalore.

I understand that, unless allowed or required by laws and/or regulations, PwC AC Bangalore does not, as a general rule, collect sensitive data, such as information about racial and ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, sexual orientation, health information, etc. However, if I have voluntarily in any way disclosed information of that nature to PwC AC Bangalore, I understand that PwC AC Bangalore may not be able or may be able only with disproportionate effort to delete this information from its database and I agree to the use, disclosure, processing and transfer, including cross-border transfer, of these information, even though it is possible that the recipient of such information may not be bound by similar obligations to protect such information.

I understand and agree that relevant Personal Data are transferred or shared:
(a) among PwC AC Bangalore affiliates for the purposes of, and in connection with, personnel administration, planning and management of my employment relationship with PwC AC Bangalore;
(b) with other individuals joining PwC AC Bangalore and using PwC on-line tools for on-boarding purposes; and
(c) to third parties assisting PwC AC Bangalore in the administration and management of my employment relationship with PwC AC Bangalore, including without limitation, payroll management companies, pension plan companies, health insurance companies or agencies, credit card companies, background

verification providers and others that have entered into vendor program agreements with PwC AC Bangalore for the provision of their services to PwC AC Bangalore and its employees.

I also understand and agree that PwC AC Bangalore hold, collect, receive, store, have access to, use, disclose, process, and transfer Personal Data for purposes of its legitimate business interests and may do so even after my departure from PwC AC Bangalore either for a reasonable period of time to allow me to join the PwC AC Bangalore Alumni Network or for the applicable statutory period.

I understand that the companies transferring my Personal Data and the recipients of my Personal Data, both PwC AC Bangalore affiliates and third parties, may be located in any country including any country outside of India or my country of origin and/or residence.
I hereby consent to the collection, reception, possession, use, processing and transfer by PwC AC Bangalore of my Personal Data, in electronic or any other form, including transborder transfer of Personal Data, for the purposes and to parties described above.
I understand that I am responsible to, and may, at any time, review certain of my Personal Data, by accessing PwC AC Bangalore's web page and make any necessary amendments to it to ensure that my Personal Data is up to date, and that PwC AC Bangalore may not be held liable for any damages incurred by me as a result of PwC AC Bangalore's use, processing and transfer of inaccurate Personal Data provided by me.

I hereby consent to having modifications to my Personal Data done in electronic format rather than in writing. If, however, wherever this option is available to me, I choose to send any requests for modifications of my Personal Data to PwC AC Bangalore other than in the electronic format, I acknowledge and agree that delays can occur in the processing by PwC AC Bangalore of this written request for modification and that additional PwC AC Bangalore employees and/or agents may have to access certain of my Personal Data for that purpose.

I agree to promptly notify PwC AC Bangalore in writing of any change in my Personal Data or any unauthorized use or unauthorized disclosure of my Personal Data.

I understand that I may, at any time, withdraw the consents hereby given to the processing by PwC AC Bangalore and/or its agents of my Personal Data by notifying PwC AC Bangalore in writing of such withdrawal. As a result of my consent withdrawal, in certain cases, I may no longer be eligible for certain benefits, including employment and/or employment benefits and services currently provided to me by PwC AC Bangalore and/or the third parties selected by PwC AC Bangalore to render such services to the extent the Personal Data affected by my consent withdrawal was necessary to process my benefits.

I agree to abide by all policies of PwC AC Bangalore, including the Protection of Personal Data Policy as this Policy can be modified from time to time at PwC AC Bangalore's sole discretion.

Cognizant

03-Dec-2021

Pragadesh K
B.E. Computer Science
Sathyabama Institute of Science and Technology, Chennai

Dear Pragadesh K,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months**, starting Dec 2021.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.

Cognizant

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,
For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: **Date:** 5/12/2021

SATHYABAMA
INSTITUTE OF SCIENCE & TECHNOLOGY
(DEEMED TO BE UNIVERSITY)

Accredited with 'A' Grade by NAAC and Approved by AICTE
Rajiv Gandhi Road, Jeppiaar Nagar, Chennai – 600119, Tamilnadu, India

CERTIFICATE OF APPRECIATION

This is to Certify that **Ms. TITASARI RAHMAWATI, Information System Department, Institut Informatika Indonesia (IKADO), Indonesia** has been invited as Visiting Professor in the **Department of Computer Science, School of Computing, Sathyabama Institute of Science and Technology, India** under the Virtual Faculty Exchange Programme, a collaborative initiative between the two Institutions. She has handled **Software Engineering Course** for **Computer Science Engineering** Students from 17/07/2021 to 07/08/2021.

We wish her good luck for all her future endeavor.

Dr. T. SASIPRABA
Vice Chancellor
Sathyabama Institute of Science and Technology

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Akash Mrithvin** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	0

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

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Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Dhuruv N** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	100

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

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Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Jessie Shapthika** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	75

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

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Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Pavyaa Angelina** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	79

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

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Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Sneha Padmanaban** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	40

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

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Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Subhashree S** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	100

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

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Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Sugheerthi Rajasekar** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	10

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

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Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Sushma Nagaraj** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	25

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

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Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Thilothinee R** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	70

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

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Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Kanimozhi R** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	94

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

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Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Eeshwaa Choladevan** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	100

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

ARIOVALDO FRANCISCO DA SILVA:00209535857
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Dados: 2022.01.07 12:35:11 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Vasanthakumar A** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	100

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

ARIOVALDO FRANCISCO DA SILVA:00209535857
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Dados: 2022.01.07 12:54:12 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Aishwarya Kalaiarasan** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	10

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

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Dados: 2022.01.07 12:25:12 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Abinaya Natarajan** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	40

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

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Dados: 2022.01.07 12:24:24 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Arya Abaranji** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	10

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

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Dados: 2022.01.07 12:29:18 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Ashvitha R** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	25

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

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Dados: 2022.01.07 12:31:00 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Atchaya Natarajan** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	60

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

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Dados: 2022.01.07 12:31:40 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Dayan Shariff** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	100

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

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Dados: 2022.01.07 12:33:46 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Muthu Malan** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	100

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

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Dados: 2022.01.07 12:41:38 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Priya Venkatesan** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	70

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

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Dados: 2022.01.07 12:44:22 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Suganya Ramesh** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	100

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

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Dados: 2022.01.07 12:50:09 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Ziyana Farheen** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	94

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

ARIOVALDO FRANCISCO DA SILVA:00209535857
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Dados: 2022.01.07 12:55:30 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Iraja Dharani** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	100

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

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Dados: 2022.01.07 12:35:54 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Kalainesan K** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	76

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

ARIOVALDO FRANCISCO DA SILVA:00209535857
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Dados: 2022.01.07 12:38:45 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Yuvanesh P** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
International Law	Subjects in English	60	100

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

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Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Vajire Vaibhav** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
Creativity and Innovation	Subjects in English	60	27

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

ARIOVALDO FRANCISCO DA SILVA:00209535857
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Dados: 2022.01.07 12:53:35 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Ashanu Geo** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
Creativity and Innovation	Subjects in English	60	6,0

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

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Dados: 2022.01.07 12:30:08 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Pavithra D** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
Creativity and Innovation	Subjects in English	60	12

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

ARIOVALDO FRANCISCO DA SILVA:00209535857
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Dados: 2022.01.07 12:43:09 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Tina Kiran Umesh** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
Creativity and Innovation	Subjects in English	60	0

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

ARIOVALDO FRANCISCO DA SILVA:00209535857
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Dados: 2022.01.07 12:52:58 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Jayavaradhan O** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
Creativity and Innovation	Subjects in English	60	0

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

ARIOVALDO FRANCISCO DA SILVA:00209535857
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Dados: 2022.01.07 12:36:35 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Sneka S** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
Creativity and Innovation	Subjects in English	60	18

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

ARIOVALDO FRANCISCO DA SILVA:00209535857
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Dados: 2022.01.07 12:48:32 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Anitha T** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
Creativity and Innovation	Subjects in English	60	67

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

ARIOVALDO FRANCISCO DA SILVA:00209535857
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Dados: 2022.01.07 12:27:55 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Savithra S** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
Creativity and Innovation	Subjects in English	60	16

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

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Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Saritha S** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
Creativity and Innovation	Subjects in English	60	4

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

ARIOVALDO FRANCISCO DA SILVA:00209535857
Assinado de forma digital por ARIOVALDO FRANCISCO DA SILVA:00209535857
Dados: 2022.01.07 12:45:43 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Madhusudhanan Thanikasalam** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
Creativity and Innovation	Subjects in English	60	77

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

ARIOVALDO FRANCISCO DA SILVA:00209535857
Assinado de forma digital por ARIOVALDO FRANCISCO DA SILVA:00209535857
Dados: 2022.01.07 12:40:05 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

GENERAL SECRETARIAT

Statement of Approval in Subjects and/or Academic Mobility

In view of Resolution No. 008/2010 of the University Council of UNIS/MG, we declare, for all due purposes, that **Arshiya Sadaq** attended the isolated subject(s), offered in the second semester of the year 2021, obtaining the due performance(s) as described below:

Subject	Course	Workload	Final Average
Creativity and Innovation	Subjects in English	60	33

Approval criteria:
0 points to 39 points – automatically failed
40 points to 59 points – final exam;
60 points to 100 points – approved.

Varginha (MG), January 04th 2022

ARIOVALDO FRANCISCO DA SILVA:00209535857
Assinado de forma digital por ARIOVALDO FRANCISCO DA SILVA:00209535857
Dados: 2022.01.07 12:28:38 -03'00'

Prof. Dr. Ariovaldo Francisco da Silva
General Secretary

Hosted by Daffodil International University

ISBSP

Supported by Yunus Centre

Certificate of Participation

Awarded to

S. Gracy

For participating in the Virtual International Social Business Summer Program (ISBSP) 2021 hosted by Daffodil International University, Bangladesh and supported by Yunus Centre from August 14 to August 18, 2021 in the online platform.

ISBSP ID: 2021-174



Professor M. Lutfar Rahman, Ph.D
Vice Chancellor
Daffodil International University

Varification

Professor Muhammad Yunus
Nobel Peace Laureate
Chairman, Yunus Centre

New Minds for New World

Partners: ASECU ATU Net AUAP EURAS GUNA SBSF UMAP WUACD YOUTHINK

IKADO
CREATIVE TECHNOPRENEUR CAMPUS

Certificate
of Appreciation

This is to certify that

Dr. J. Albert Mayan, M.E., Ph.D.

Department of Computer Science and Engineering
Sathyabama Institute of Science and Technology, India

Has been invited as Visiting Professor in the Faculty of Information Technology, Institut Informatika Indonesia (IKADO) Surabaya, Indonesia under the Virtual Faculty Exchange Programme, a collaborative initiative between the two institutions. He has handled Software Engineering course from 30 September 2021 – 21 October 2021.

Surabaya, 22 October 2021

Faculty of Information Technology

IKADO
FAKULTAS TEKNOLOGI INFORMASI

Timothy John Pattiasina, S.T., M.Kom.

Dean

اونيۏرسيتي مليسيا ڤهڠ
UNIVERSITI MALAYSIA PAHANG

Serial No.: MBLT21_22(II)/C/2/008

CERTIFICATE OF COMPLETION

This is to certify that

GALI LOUIS BRUCE KEVIN

from

SATHYABAMA INSTITUTE OF SCIENCE & TECHNOLOGY, INDIA

has successfully completed

STUDENT MOBILITY PROGRAM

on

28th FEBRUARY 2022 – 13th JULY 2022

at

UNIVERSITI MALAYSIA PAHANG

ASSOC. PROF. DR. MOHD AZMIR BIN MOHD AZHARI
Director
Centre for International Relations
Universiti Malaysia Pahang

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UNIVERSITI MALAYSIA PAHANG

Serial No.: MBLT21_22(II)/C/5/011

CERTIFICATE OF COMPLETION

This is to certify that

RICHARD SUNDER RAJ
DORIN RICHARD

from

SATHYABAMA INSTITUTE OF SCIENCE & TECHNOLOGY, INDIA

has successfully completed

STUDENT MOBILITY PROGRAM

on

28th FEBRUARY 2022 – 13th JULY 2022

at

UNIVERSITI MALAYSIA PAHANG

ASSOC. PROF. DR. MOHD AZMIR BIN MOHD AZHARI
Director
Centre for International Relations
Universiti Malaysia Pahang

UNIVERSITI MALAYSIA PAHANG • UMP

اونيۏرسيتي مليسيا ڤهڠ
UNIVERSITI MALAYSIA PAHANG

Serial No.: MBLT21_22(II)/C/3/009

CERTIFICATE OF COMPLETION

This is to certify that

DOMINIC DIYA MARY

from

SATHYABAMA INSTITUTE OF SCIENCE & TECHNOLOGY, INDIA

has successfully completed

STUDENT MOBILITY PROGRAM

on

28th FEBRUARY 2022 – 13th JULY 2022

at

UNIVERSITI MALAYSIA PAHANG

ASSOC. PROF. DR. MOHD AZMIR BIN MOHD AZHARI
Director
Centre for International Relations
Universiti Malaysia Pahang

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UNIVERSITI MALAYSIA PAHANG

Serial No.: MBLT21_22(II)/C/1/007

CERTIFICATE OF COMPLETION

This is to certify that

RUPPA EKANATHAN
SHEERAPTHI NATH

from

SATHYABAMA INSTITUTE OF SCIENCE & TECHNOLOGY, INDIA

has successfully completed

STUDENT MOBILITY PROGRAM

on

28th FEBRUARY 2022 – 13th JULY 2022

at

UNIVERSITI MALAYSIA PAHANG

ASSOC. PROF. DR. MOHD AZMIR BIN MOHD AZHARI
Director
Centre for International Relations
Universiti Malaysia Pahang

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اونيۏرسيتي مليسيا ڤهڠ
UNIVERSITI MALAYSIA PAHANG

Serial No.: MBLT21_22(II)/C/4/010

CERTIFICATE OF COMPLETION

This is to certify that

RAJENDRAN AJITH PETER VIANNEY

from

SATHYABAMA INSTITUTE OF SCIENCE & TECHNOLOGY, INDIA

has successfully completed

STUDENT MOBILITY PROGRAM

on

28th FEBRUARY 2022 – 13th JULY 2022

at

UNIVERSITI MALAYSIA PAHANG

ASSOC. PROF. DR. MOHD AZMIR BIN MOHD AZHARI
Director
Centre for International Relations
Universiti Malaysia Pahang

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UNIVERSITI MALAYSIA PAHANG

Serial No.: MBLT21_22(II)/C/6/012

CERTIFICATE OF COMPLETION

This is to certify that

AZHAGURAJA RAMARAJA

from

SATHYABAMA INSTITUTE OF SCIENCE & TECHNOLOGY, INDIA

has successfully completed

STUDENT MOBILITY PROGRAM

on

28th FEBRUARY 2022 – 13th JULY 2022

at

UNIVERSITI MALAYSIA PAHANG

ASSOC. PROF. DR. MOHD AZMIR BIN MOHD AZHARI
Director
Centre for International Relations
Universiti Malaysia Pahang

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UNIVERSITI MALAYSIA PAHANG

Serial No.: MBLT21_22(II)/C/7/013

CERTIFICATE OF COMPLETION

This is to certify that

KRISHNAN KISHORE

from

SATHYABAMA INSTITUTE OF SCIENCE & TECHNOLOGY, INDIA

has successfully completed

STUDENT MOBILITY PROGRAM

on

28th FEBRUARY 2022 – 13th JULY 2022

at

UNIVERSITI MALAYSIA PAHANG

ASSOC. PROF. DR. MOHD AZMIR BIN MOHD AZHARI
Director
Centre for International Relations
Universiti Malaysia Pahang

UNIVERSITI MALAYSIA PAHANG
UMP

STIKI

Certificate of Appreciation

Number : 568/KGKP.10/STIKI/VIII/2022

THIS IS TO CERTIFY THAT

Dinesh Kumard

Has earned 6 (six) credits in the International Credit Transfer Program
in Bachelor of Informatics at Sekolah Tinggi Informatika & Komputer Indonesia
(STIKI) Malang during the period of even semester, a.y. 2021/2022

Rector of STIKI Malang,

Dr. Eva Handriyantini, S.Kom., M.MT.

STIKI

Certificate of Appreciation

Number : 569/KGKP.10/STIKI/VIII/2022

THIS IS TO CERTIFY THAT

Harini

Has earned 6 (six) credits in the International Credit Transfer Program
in Bachelor of Informatics at Sekolah Tinggi Informatika & Komputer Indonesia
(STIKI) Malang during the period of even semester, a.y. 2021/2022

Rector of STIKI Malang,

Dr. Eva Handriyantini, S.Kom., M.MT.

STIKI

Certificate of Appreciation

Number : 570/KGKP.10/STIKI/VIII/2022

THIS IS TO CERTIFY THAT

Jagan

Has earned 6 (six) credits in the International Credit Transfer Program
in Bachelor of Informatics at Sekolah Tinggi Informatika & Komputer Indonesia
(STIKI) Malang during the period of even semester, a.y. 2021/2022

Rector of STIKI Malang,

Dr. Eva Handriyantini, S.Kom., M.MT.

STIKI

Certificate of Appreciation

Number : 571/KGKP.10/STIKI/VIII/2022

THIS IS TO CERTIFY THAT

Janani

Has earned 6 (six) credits in the International Credit Transfer Program
in Bachelor of Informatics at Sekolah Tinggi Informatika & Komputer Indonesia
(STIKI) Malang during the period of even semester, a.y. 2021/2022

Rector of STIKI Malang,

Dr. Eva Handriyantini, S.Kom., M.MT.

STIKI

Certificate of Appreciation

Number : 572/KGKP.10/STIKI/VIII/2022

THIS IS TO CERTIFY THAT

Jayashree

Has earned 6 (six) credits in the International Credit Transfer Program
in Bachelor of Informatics at Sekolah Tinggi Informatika & Komputer Indonesia
(STIKI) Malang during the period of even semester, a.y. 2021/2022

Rector of STIKI Malang,

Dr. Eva Handriyantini, S.Kom., M.MT.

STIKI

Certificate of Appreciation

Number : 573/KGKP.10/STIKI/VIII/2022

THIS IS TO CERTIFY THAT

Karthikeyan

Has earned 6 (six) credits in the International Credit Transfer Program
in Bachelor of Informatics at Sekolah Tinggi Informatika & Komputer Indonesia
(STIKI) Malang during the period of even semester, a.y. 2021/2022

Rector of STIKI Malang,

Dr. Eva Handriyantini, S.Kom., M.MT.

STIKI

Certificate of Appreciation

Number : 574/KGKP.10/STIKI/VIII/2022

THIS IS TO CERTIFY THAT

Rohit

Has earned 6 (six) credits in the International Credit Transfer Program
in Bachelor of Informatics at Sekolah Tinggi Informatika & Komputer Indonesia
(STIKI) Malang during the period of even semester, a.y. 2021/2022

Rector of STIKI Malang,

Dr. Eva Handriyantini, S.Kom., M.MT.

STIKI

Certificate of Appreciation

Number : 575/KGKP.10/STIKI/VIII/2022

THIS IS TO CERTIFY THAT

Shyam Akash

Has earned 6 (six) credits in the International Credit Transfer Program
in Bachelor of Informatics at Sekolah Tinggi Informatika & Komputer Indonesia
(STIKI) Malang during the period of even semester, a.y. 2021/2022

Rector of STIKI Malang,

Dr. Eva Handriyantini, S.Kom., M.MT.

STIKI

Certificate of Appreciation

Number : 576/KGKP.10/STIKI/VIII/2022

THIS IS TO CERTIFY THAT

Sruthi

Has earned 6 (six) credits in the International Credit Transfer Program
in Bachelor of Informatics at Sekolah Tinggi Informatika & Komputer Indonesia
(STIKI) Malang during the period of even semester, a.y. 2021/2022

Rector of STIKI Malang,

Dr. Eva Handriyantini, S.Kom., M.MT.

STIKI

Certificate of Appreciation

Number : 577/KGKP.10/STIKI/VIII/2022

THIS IS TO CERTIFY THAT

Subashree

Has earned 6 (six) credits in the International Credit Transfer Program
in Bachelor of Informatics at Sekolah Tinggi Informatika & Komputer Indonesia
(STIKI) Malang during the period of even semester, a.y. 2021/2022

Rector of STIKI Malang,

Dr. Eva Handriyantini, S.Kom., M.MT.

UNIVERSITY OF BUEA

P.O. Box 63,
Buea, South West Region
CAMEROON
Tel : (237) 332 21 34
Fax: (237) 343 25 08 / 332 22 72
Telex: 5155KN

COLLEGE OF TECHNOLOGY
Director: **Dr. Michael Ekonde Sone**
Deputy- Director: **Dr. Nana Cyrille**
Secretary-General: **Mr. Fuh Cyprian Suh**

REPUBLIC OF CAMEROON
PEACE-WORK-FATHERLAND

CERTIFICATE OF APPRECIATION

Date: 14th May 2022

This is to certify that **Dr. S. Vigneshwari**, Sathyabama Institute of Science and Technology University, Chennai, India, has been invited as a visiting professor for delivering lectures (online), as an initiative between the two institutions for future collaborations. He has delivered guest lectures in the course, **Data Mining** for final year bachelor's students of Computer Science Engineering during March-May 2022.

We are fully satisfied with his services and wish him good luck for all his future endeavours.

REPUBLIC OF CAMEROON COLLEGE OF TECHNOLOGY DIRECTOR UNIVERSITY OF BUEA

Dr. Michael Ekonde Sone
(Associate Professor)
Director College of Technology

UNIVERSITY OF BUEA

P.O. Box 63,
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CAMEROON
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COLLEGE OF TECHNOLOGY
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Deputy- Director: **Dr. Nana Cyrille**
Secretary-General: **Mr. Fuh Cyprian Suh**

REPUBLIC OF CAMEROON
PEACE-WORK-FATHERLAND

CERTIFICATE OF APPRECIATION

Date: 14th May 2022

This is to certify that **Mr. Murari D Kamalesh**, Sathyabama Institute of Science and Technology University, Chennai, India, has been invited as a visiting professor for delivering lectures (online), as an initiative between the two institutions for future collaborations. He has delivered guest lectures in the course, **Software Construction and Evolution** for final year bachelor's students of Computer Science Engineering during March-May 2022.

We are fully satisfied with his services and wish him good luck for all his future endeavours.

REPUBLIC OF CAMEROON COLLEGE OF TECHNOLOGY DIRECTOR UNIVERSITY OF BUEA

Dr. Michael Ekonde Sone
(Associate Professor)
Director College of Technology

UNIVERSITY OF BUEA

P.O. Box 63,
Buea, South West Region
CAMEROON
Tel : (237) 332 21 34
Fax: (237) 343 25 08 / 332 22 72
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COLLEGE OF TECHNOLOGY
Director: **Dr. Michael Ekonde Sone**
Deputy-Director: **Dr. Nana Cyrille**
Secretary-General: **Mr. Fuh Cyprian Suh**

REPUBLIC OF CAMEROON
PEACE-WORK-FATHERLAND

CERTIFICATE OF APPRECIATION

Date: 14th May 2022

This is to certify that **Dr. K. Ashokkumar**, Sathyabama Institute of Science and Technology University, Chennai, India, has been invited as a visiting professor for delivering lectures (online), as an initiative between the two institutions for future collaborations. He has delivered guest lectures in the course, **Utility Computing** for master's students of Software Engineering during March-May 2022.

We are fully satisfied with his services and wish him good luck for all his future endeavours.

Dr. Michael Ekonde Sone
(Associate Professor)
Director College of Technology

TRƯỜNG ĐẠI HỌC GIAO THÔNG VẬN TẢI
UNIVERSITY OF TRANSPORT AND COMMUNICATIONS

INVITATION LETTER

Ha Noi, 29th March 2022

To: Rector /President /Head of Sathyabama Institute of Science and Technology (SIST)

Dear Sir /Madam,

Under the framework of the project named "Developing future – oriented academic curricula in Teacher Education with innovative methodologies for Nex-Gen Asian HEIs" (FRACTION), coded 598251-EPP-1-2018-1-PL-EPPKA2-CBHE-JP and funded by The Education, Audiovisual and Culture Executive Agency (EACEA), **4th FRACTION Project Management Board Meeting** will be organized at the **University of Transport and Communications** (UTC) in Vietnam from **20th to 26th April 2022**. UTC will be the host of the Meeting based on the request of Wroclaw University of Science and Technology (the Project Coordinator) dated 28th March 2022.

On behalf of UTC, we are pleased to invite a representative of your university who is Mr. /Ms. **Bhuvaneswari G Gowthaman** to be a member of 4th FRACTION Project Management Board Meeting. During the period, Ms. /Mr. **Bhuvaneswari G Gowthaman** will be expected to be engaged in the activities held by UTC.

The return airway ticket to Vietnam and accommodation expenses during the period would be sponsored by the Fraction project.

All the members of the meeting are kindly required to take responsibility relating to safety and securities against Covid-19 while they stay in Viet Nam.

Yours sincerely,

Assoc. Prof. Dr. NGUYEN Thanh **Chuong**

BỘ GIÁO DỤC VÀ ĐÀO TẠO
TRƯỜNG ĐẠI HỌC GIAO THÔNG VẬN TẢI

Vice President

No. 3 Cau Giay Street, Lang Thuong Ward, Dong Da District, Hanoi
Phone: (84.24) 37663311
Fax: (84.24)37669613
Email: dhgtvt@utc.edu.vn

TRƯỜNG ĐẠI HỌC GIAO THÔNG VẬN TẢI
UNIVERSITY OF TRANSPORT AND COMMUNICATIONS

INVITATION LETTER

Ha Noi, 29th March 2022

To: Rector /President /Head of Sathyabama Institute of Science and Technology (SIST)

Dear Sir /Madam,

Under the framework of the project named "Developing future – oriented academic curricula in Teacher Education with innovative methodologies for Nex-Gen Asian HEIs" (FRACTION), coded 598251-EPP-1-2018-1-PL-EPPKA2-CBHE-JP and funded by The Education, Audiovisual and Culture Executive Agency (EACEA), **4th FRACTION Project Management Board Meeting** will be organized at the **University of Transport and Communications** (UTC) in Vietnam from **20th to 26th April 2022**. UTC will be the host of the Meeting based on the request of Wroclaw University of Science and Technology (the Project Coordinator) dated 28th March 2022.

On behalf of UTC, we are pleased to invite a representative of your university who is Mr. /Ms. **TR.Kalai Lakshmi Thyagarajan** to be a member of 4th FRACTION Project Management Board Meeting. During the period, Ms. /Mr. **TR.Kalai Lakshmi Thyagarajan** will be expected to be engaged in the activities held by UTC.

The return airway ticket to Vietnam and accommodation expenses during the period would be sponsored by the Fraction project.

All the members of the meeting are kindly required to take responsibility relating to safety and securities against Covid-19 while they stay in Viet Nam.

Yours sincerely,

Assoc. Prof. Dr. NGUYEN Thanh **Chuong**

BỘ GIÁO DỤC VÀ ĐÀO TẠO
TRƯỜNG ĐẠI HỌC GIAO THÔNG VẬN TẢI

Vice President

No. 3 Cau Giay Street, Lang Thuong Ward, Dong Da District, Hanoi
Phone: (84.24) 37663311
Fax: (84.24)37669613
Email: dhgtvt@utc.edu.vn

RECTOR

Dear Prof. Sekar Manigandan,

On behalf of Yildiz Technical University, I would like to formally invite you as a visiting scholar.

Prof. Dr. İbrahim Dinçer will be your faculty host during your time at Yildiz Technical University and will work with you as you engage in the activities at YTU.

During your time at YTU, the following support and resources will be made available to you: You will be provided with an office, computer and all the facilities granted to faculty members including invitations to our department meetings and seminars.

It is my understanding that you will provide your own funding to cover all the expenses of your stay at Yildiz Technical University, including health insurance for yourself and your accompanying dependents. Your return ticket and lunch ticket will be covered by Yildiz Technical University during your stay. You will be provided housing on campus by Yildiz Technical University during your stay. You will be paid on monthly basis in line with funding regulations of our university.

We look forward to welcoming you to Yildiz Technical University. I am certain that you will have a productive and rewarding experience and we will gain much from your presence on campus. Please feel free to contact me should you require any additional assistance.

Sincerely,

Prof. Dr. Tamer YILMAZ
Rector

Yildiz Technical University,
Rector's Office
Davutpasa Campus, 34220
Esenler/Istanbul, Turkey
Phone: +90 212 383 20 51

Universiti Teknologi Malaysia
81310 Johor Bahru
Johor, Malaysia
Tel: 607-553 3333

UTM.J.01.34/14.17/1/51 Jld.48 (33)
21 March 2022

Jayaraman Vanjinathan
Sathayabama Institute of Science and Technology,
India.

Dear Mr,

OFFER FOR MOBILITY PROGRAM AT UNIVERSITI TEKNOLOGI MALAYSIA, JOHOR BAHRU, MALAYSIA

We are pleased to offer you admission in the following program:-

Program	:	UTM Research Internship
Status	:	Postgraduate
Duration	:	06 July 2022 - 06 December 2022 (6 Months)
Host Faculty	:	Faculty of Engineering
School	:	School of Civil Engineering
Program	:	PKAW3 - Doctor of Philosophy (Civil Engineering)
Academic Advisor/ Supervisor	:	Assoc. Prof. Ts. Dr. Abdul Rahman Bin Mohd. Sam
Fees	:	Refer to Annex 2
Additional Information	:	1. Due to Covid19, all international students are required to obtain a Visa Approval Letter (eVAL) by the Malaysian Immigration Department. To obtain the approval, students must apply via EMGS portal: https://visa.educationmalaysia.gov.my/customer/account/login/. 2. In regards to the 'Payment Method for the Student Pass Application Form (IM14) for Mobility and eVAL application', students are instructed to choose the Paid by student method. Any selection of payment methods other than those instructed may result in your application not being supported or rejected. 3. You must adhere to regulations including quarantine period at your own costs prior entering UTM. Permission to enter Malaysia remains strictly at the discretion of the Malaysian Immigration Department. 4. Quarantine location will be either at the designated quarantine station (by NADMA) or home quarantine, subject to Home Quarantine Application (HQA) status. Visit the link for detailed instructions on HQA. https://hso.moh.gov.my/outbreak-portal-hqa/index 5. Undergo an RT-PCR COVID-19 test at least two (2) days prior to the departure date.

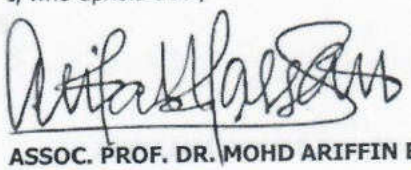
We look forward to welcome you to UTM!

Thank you.

"WAWASAN KEMAKMURAN BERSAMA 2030"

"BERKHIDMAT UNTUK NEGARA"

I, who uphold trust,



ASSOC. PROF. DR. MOHD ARIFFIN BIN ABU HASSAN
Associate Director
Global Education & Experience
UTM International
Universiti Teknologi Malaysia
81310 Johor Bahru, Johor, Malaysia
Tel: +607-553 6850
Fax: +607-553 6847
Email: mariffin@utm.my

c.c - **Prof. Ir. Dr.Shuhaimi Bin Mansor (Asistant Dean, External & Global Engagement)**
- **Assoc. Prof. Ts. Dr. Abdul Rahman Bin Mohd. Sam (Academic Advisor/Supervisor)**
School of Civil Engineering, Faculty of Engineering (SKA, FK)

PURDUE
UNIVERSITY

SCHOOL OF HEALTH SCIENCES

January 25, 2022

This is to certify that **Mr. Karthikeyan S. Chelladurai,** Ph.D. student from Sathyabama Institute of Technology, Chennai, India has joined as a Visiting Scholar in the School of Health Sciences at Purdue University, West Lafayette, Indiana, USA under the SERB-Purdue University Overseas Visiting Doctoral Fellowship. The appointment started on January 10, 2022 and is expected to end on January 9, 2023.

Sincerely,

Jennifer L. Freeman, Ph.D.
Professor of Toxicology

Host Supervisor

School of Health Sciences

HAMPTON HALL, ROOM ■ 550 STADIUM MALL DRIVE ■ WEST LAFAYETTE, IN 47907-2051
PHONE: (765) 494-1408 ■ FAX: (765) 496-1377 ■ EMAIL: JFREEMA@PURDUE.EDU

PURDUE UNIVERSITY | Office of International Students and Scholars

November 11, 2021

Karthikeyan Subbiaha Nadar Chelladurai
Molecular Nanomedicine Research Unit, IRC
Sathyabama Institute of Science & Technol
OMR, Chennai, Tamilnadu 600119
India

Dear Karthikeyan Subbiaha Nadar Chelladurai:

Congratulations on your appointment to Purdue University. Enclosed you will find your SEVIS-generated Form DS2019 to use in obtaining a J-1 visa at a US Embassy or Consulate.

You will now need **to apply for a visa, arrange health insurance, enter the US and report to your department ISS liaison, Karen Walker,** within 20 days of the start date. Instructions to delay your start date as necessary are below.

Please review the US Dept of State's (USDOS) Welcome Brochure for this program: http://j1visa.state.gov/wp-content/uploads/2015/03/Brochure-The-Exchange-Visitor-Program

To apply for the visa, do the following (Canadian citizens may enter the US without applying for a J visa, but they must show proof of SEVIS fee payment upon entry):

1. Pay the SEVIS fee by one of two methods:
   a. Pay online at www.FMJfee.com using a credit card.
      - Purdue's Exchange Visitor Program Number is P-1-00622.
      - Print out the electronic SEVIS fee receipt immediately as proof of payment. This receipt will be required by the US consulate to apply for your J-1 visa.
      - J-2 dependents who will apply for a J-2 visa do not need to pay the fee; however, they should bring a copy of their spouse's SEVIS fee receipt.
      - For more info, go to https://www.ice.gov/sevis/i901/faq.
   b. Pay using Western Union Quick Pay: follow instructions at https://www.ice.gov/sevis/i901/wu-instructions
2. Apply at a US embassy or consulate for J visa(s) according to their instructions. Go to this site to locate a specific embassy or consulate's website: http://usembassy.state.gov/

All J-1 exchange visitors and their dependents are required by the federal regulations to maintain health insurance while in the US in J status. Please obtain the type of health insurance as described in the USDOS Welcome Brochure (site address listed above). If you are to be paid by Purdue University, you should check with your department to see if Purdue staff insurance will cover you. **You will be required to show proof of insurance upon reporting to Purdue. It is easier to purchase this insurance before you enter the US** as 1) you will not be able to purchase this insurance from Purdue and 2) you must show proof of insurance before Purdue grants you campus internet access. You may purchase insurance from a private agency in your home country or from an US based insurance company that issues insurance for visitors to the US. A few are listed here.

- Seven Corners, Inc.: https://purchase.sevencorners.com/policygroup/HW75DKN/HGPTCPN/
- Taian Financial LLC: taianfinancial.com/#spurdue
- Insubuy Inc.: http://www.insubuy.com/j1-visa-health-insurance/

PURDUE UNIVERSITY | Office of International Students and Scholars

The important point to remember is that the insurance for you and your dependents has to meet the requirements as described in the USDOS Welcome Brochure (site address listed above).

Hovde Hall of Administration – 610 Purdue Mall – West Lafayette, IN 47907 – (765) 494-9705

To enter the US, present the following to the US Customs & Border Patrol (USCBP) officer at the Port-of-Entry (POE) for yourself and any dependents with you:

- DS2019
- Passport valid 6 months beyond date of entry to the US
- Visa (Canadian citizens will not need a J visa but will need to show proof of SEVIS fee payment at the POE [explained on the previous page]).

All J-1 exchange visitors must enter the US no later than 20 days after the DS2019 start date (item 3 on this form). If you plan to arrive earlier, you may enter up to 30 days before the start date. Please contact your Purdue department ISS liaison if you are not able to arrive in the US by this time period so that we can amend your start date. (For example, if your start date is April 1st, you may arrive as early as March 2nd or as late as April 20th.) **If your start date is amended to allow for a later arrival, a new DS2019 is not needed, but show whatever DS2019's you have to US government officers whenever appearing before them during the visa application process or at the POE.**

Upon arrival, please report to your ISS liaison, Karen Walker, in the Dept of Health Sciences for the e-checkin process. You will need the following:

- **Local street address** where you plan to sleep that night (even if temporary).
- **Emergency contact info** to contact if you were placed in a hospital that night. This information should be for a family member or close family friend. Contacts in your home country are preferred, but US contact info can also be given.
- **Proof of health insurance in English** as you would show if you were in a hospital that night. For those paid by Purdue, this proof would be your job offer letter stating you will receive benefits.
- The following original documents for yourself and any J-2 dependents who entered the US with you:
    - **DS2019, Passport, J Visa stamp, and I-94. The I-94 is obtained online after you enter the US at www.cbp.gov/i94.**

All J-2 dependents must arrive on or after the J-1 has arrived (not before). If your dependents arrive later, please bring the above documents to ISS.

For a map of the campus, go to http://www.purdue.edu/campus_map/. To arrange housing in this area, please work with your Purdue supervisor/inviting professor and/or the department ISS liaison. For off-campus housing options, the site could be useful: http://www.housing.purdue.edu/offcampus/.

If you have any questions before arriving in the US, please contact the department ISS liaison first. We wish you a safe and pleasant trip to the United States.

Sincerely,

PURDUE UNIVERSITY

Office of International Students and Scholars

Austin Smith

Austin Smith
Counselor, International Scholar Services

Alexander Dubček university of Trenčín in Trenčín
Študentská 2, 911 50 Trenčín

Employment contract
Number 12/2022

Employer: Alexander Dubček University of Trenčín in Trenčín,
Represented by prof. Dušan Galusek Prof., DSc, director of FunGlasse Centre
(Hereinafter referred to as the "employer")

and

Employee: **Kamalan Kirubaharan AMIRTHARAJ MOSAS, MSc., PhD.**
Date of birth: 13. 7. 1984
Permanent address: 56 Koola Street, Udangudi, Tamil Nadu, 628203 India
(Hereinafter referred to as the "Employee")

in accordance with § 42 of Act no. 311/2001 Coll. Of the Labor Code, § 3 of Act no. 552/2003 Coll. on the execution of work in the public interest and in accordance with the provisions of Act no. 131/2002 Coll. as amended by later amendments they sign this.

employment contract:

1. The employer employs the employee as **of 1 st February 2022**
2. The employment relationship is signed **for the period of 31st January 2024**
3. The employee's working time is **37,5 hours a week.**
4. The agreed type of work is: the employee has been working as **researcher** in the project at ***"Centre for functional and surface-functionalized glasses"*** **(CEGLASS)** No. 313011R453 in compliance with project Horizont 2020, call number H2020-WIDESPREAD-01-2016-2017-TeamingPhase2.
The employee will perform work on work position **„0.H1.P9 researcher 9"** during the project.
The type of work is described in more detail in the TnUAD Organizational order and in the description of employee's work activities.
5. The place of work is **Trenčín, Alexander Dubček University of Trenčín in Trenčín**
6. The Contracting Parties have agreed, in accordance with Section 57, that the employer may require for the employee to make business trips for the period as necessary, which the employee agrees with
7. Agreed probation period is: **3 months**
8. The employer shall assign a salary to the employee in accordance with the provisions of Act No. 553/2003 Col. on the remuneration of employee in public service work. The salary will be notified in the salary notice.
9. The employee is entitled to vacation days as specified in Section 103 of the Labor Code and the collective agreement of the employer.

10. Obligations of the employee:

(A) work conscientiously and duly in accordance with their strengths, knowledge and abilities, comply with the orders of superiors issued in accordance with the law and adhere to the principles of cooperation with other staff,
B) be at the workplace at the beginning of working hours, use the working time for work and leave the workplace until the end of working time,
(C) use the means of production to carry out the given tasks
(D) to perform tasks in high quality, economically efficiently and in timely manner,
(E) comply with the laws and regulations applicable to performed work,
(F) to properly manage entrusted assets by the employer and to protect the employer's property against damage, destruction, and abuse and not to act contrary to the legitimate interests of the employer,
(G) to maintain confidentiality about facts learned during performance of the job and which, in the interests of the employer, cannot be disclosed to other persons,
H) to observe the work discipline, to observe the basic obligations arising from the provisions of Act no. 311/2001 Coll. of Labor Code, to comply with the general laws and regulations of the employer,

(I) upon termination of employment, return all documents belonging to or having a connection with the activities of the employer and which are directly or indirectly controlled by the employer. On the day of termination of employment, the employee is obliged to hand over to the employer all the entrusted tools and the employer's assets.

11. Employer's Responsibilities:
(A) to assign the employee's work under a contract of employment, to pay for the work done, to create conditions for the performance of his / her duties and to comply with the general laws and regulations of the employer,
(B) the contracting parties agree that the salary will be paid to the employee monthly, the payment term is specified in the collective agreement of the employer,
The employer and the employee agreed that the employer would transfer the wage to an employee's account at a bank or branch office of a foreign bank specified by the employee.

12. Wage deductions:
In accordance with § 131 par. 3 of the Labor Code, the employer shall deduct from the employee's wage corresponding amount for provided meals. In case the employee damages, loses or does not return the contactless card used for withdrawing meals, the employer is entitled to make a wage deduction in the amount of 6 EUR upon termination of employment relationship. The deduction made by the employer would be processed in the wage for the corresponding month. In case of termination of the employment relationship, the employee recognizes the debt and agrees with the wage deduction of the due amount. If the amount of the unpaid amount exceeds the wage, the employee pays the debt in cash to the TnUAD cashier.

13. Final provisions:
(A) the rights and obligations of the employer and the employee arising from this employment relationship are governed by Act No. 311/2001 Coll. Labor Code, Law
no. 552/2003 Coll. on the execution of work in the public interest, Act no. 553/2003 Coll. on remuneration of certain employees in the execution of work in the public interest, Act no. 131/2002 Coll. on universities and internal regulations of TnUAD. At the same time the employee confirms in writing that he has been properly informed about legal and other work related provisions governing his work and he will respect them.

(B) the notice period in case of termination of employment is defined under § 62 of the Labor Code. If during the notice period the employee does not remain in employment relationship and does not perform assigned work of agreed kind and per instructions of the employer, he commits to compensate the employer in the amount of monthly salary multiplied by the length of the notice period (in months).
(C) the employee agrees for the employer to keep his personal data in the personal file as well as in the human resources information system. Personal data of the employee will be processed solely for the purpose of settling employee 's employment, wage claims, tax obligations, health and social insurance, work and career growth,
(D) the agreed content of this employment contract may be altered only upon agreement of both Contracting Parties, in the form of a written numbered appendix signed by both Contracting Parties.

This employment contract is produced in two copies, one for the employee, the other for the employer. The contracting parties have read and understood the employment contract and underlying rights and obligations, while expressing their willingness to sign this contract freely and seriously confirming that the contract was not signed under pressure, or under unfavourable conditions. That is confirmed by personal signatures as a sign of mutual consent.

In Trenčín, on 28th January 2022

Signature of Employee

Trenčianska univerzita
Alexandra Dubčeka v Trenčíne
Študentská 2
911 50 Trenčín

Stamp and Employer Signature

DEPARTMENT OF
COMPUTER SCIENCE
THE UNIVERSITY OF TEXAS AT DALLAS

Feb 6, 2022

NAGANJAN KUMAR GOBBURU
16-2-738/a/1and 2f tycoon residency
flat no 202
Asmangadh
Malakpet Hyderabad-500036
INDIA

Hello Intern Applicant:

It is my pleasure to invite you to join the Computer Science department at The University of Texas at Dallas as a J-1 Exchange Visitor, Student Intern.

Nature of Student Internship Activities:
This internship will include lessons & projects on advanced Computer Science concepts like Big Data, Machine Learning & Programming Contests. There will be lectures in the mornings and hands-on projects in the afternoons. Internship will end with project presentations during the final 2 days. You will also get to experience U.S. cultural activities in Dallas in the weekends.

Duration of Student Internship: June 6 – July 29, 2022

Funding: You will be required to pay for all your expenses related to internship. UT Dallas will provide you with access to the required facilities to fulfill the requirements of your internship.

We are delighted that you will come to our university as J-1 Student Intern and look forward to meeting you.

Sincerely,

Dr. Jey Veerasamy
Associate Professor of Instruction

T: (972)883-4241
E: jeyv@UTDallas.edu
W: UTDALLAS.EDU/~JEYV

THE UNIVERSITY OF TEXAS AT DALLAS
800 W. Campbell Road
Richardson, Texas 75080-3021

CS.UTDALLAS.EDU

DEPARTMENT OF
COMPUTER SCIENCE
THE UNIVERSITY OF TEXAS AT DALLAS

Feb 6, 2022

KARTHIKHEYAA KURRA
House No. 1-7-1321,
Road No. 4, Advocates Colony,
Balasamudram,
Hanamkonda, Warangal
INDIA

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DEPARTMENT OF COMPUTER SCIENCE
THE UNIVERSITY OF TEXAS AT DALLAS

Feb 6, 2022

NETHRA BALARAMAN
24/25 Saraswathi Illam first floor
Appu street 2nd lane,
Mylapore,
Chennai-600004
INDIA

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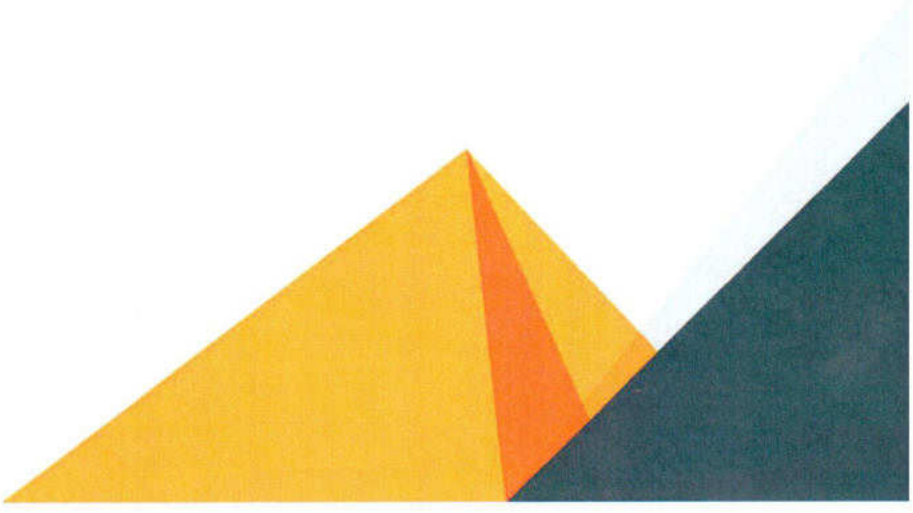
Sincerely,

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Associate Professor of Instruction

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E: jeyv@UTDallas.edu
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Richardson, Texas 75080-3021

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DEPARTMENT OF
COMPUTER SCIENCE
THE UNIVERSITY OF TEXAS AT DALLAS

Feb 6, 2022

SRIKAR GANESH MADISHETTI
HNO:8-7-55/2 RR NAGAR, NEAR MORE SUPERMARKET,
OLD BOWENPALLY, SECUNDERABAD
HYDERABAD TELANGANA 500011
INDIA

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Richardson, Texas 75080-3021

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9:22 4G
18. upm scu_Hashika Vish...

CERTIFICATE
OF PARTICIPATION

This is to certify that

Hashika Vishvini

(Sathyabama Institutions Of Science And Technology)

has participated in

VIRTUAL PUTRA EXPERIENCE:
UNIVERSITI PUTRA MALAYSIA X
SOEGIJAPRANATA CATHOLIC UNIVERSITY

on

30th June 2022

via zoom

Prof. Dr. Suhaimi Ab Rahman
Director
PUTRA International Centre
Universiti Putra Malaysia

PUTRA EXPERIENCE

iputraupm | intl.upm.edu.my

AGRICULTURE • INNOVATION • LIFE

CERTIFICATE
OF PARTICIPATION

This is to certify that

Sneha Murali

(Sathyabama Institutions Of Science And Technology)

has participated in

VIRTUAL PUTRA EXPERIENCE:
UNIVERSITI PUTRA MALAYSIA X
SOEGIJAPRANATA CATHOLIC UNIVERSITY

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PUTRA EXPERIENCE

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BERILMU BERBAKTI

CERTIFICATE
OF PARTICIPATION

This is to certify that

G.R.Jayasree

(Sathyabama Institutions Of Science And Technology)

has participated in

VIRTUAL PUTRA EXPERIENCE:
UNIVERSITI PUTRA MALAYSIA X
SOEGIJAPRANATA CATHOLIC UNIVERSITY

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BERILMU BERBAKTI

CERTIFICATE
OF PARTICIPATION

This is to certify that

Hema Darshine. A

(Sathyabama Institutions Of Science And Technology)

has participated in

VIRTUAL PUTRA EXPERIENCE:
UNIVERSITI PUTRA MALAYSIA X
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PUTRA International Centre
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BERILMU BERBAKTI

WSZECHNICA POLSKA
UNIVERSITY IN WARSAW

INVITATION

Warsaw, 20 June 2022

Dr Velumoni Dharumaraj
Assistant Professor
Sathyabama Institute of Science and Technology
Chennai

I, Undersigned, hereby certify that **Dr. Velumoni Dharumaraj (Passport No.: R7292230)** has been awarded a **STA Scholarship (Staff Mobility Programme for Teaching Assignments)** in the framework of Erasmus Plus Programme for the academic year 2021/2022 from **25th until 29th July 2022** to **Wszechnica Polska Academy of Applied Sciences in Warsaw**. She will receive up to **820 Euro of travel support** and will be receiving **140 Euro of Individual support** per each day of her stay in Poland.

WSZECHNICA POLSKA
Akademia Nauk Stosowanych w Warszawie
Pałac Kultury i Nauki
00-901 Warszawa, Pl. Defilad 1

Head of International Cooperation Office
Katarzyna Gajewska Ph.D

Katarzyna Gajewska, Ph.D.
Erasmus Coordinator

WSZECHNICA POLSKA
UNIVERSITY IN WARSAW

INVITATION

Warsaw, 20 June 2022

Dr Rani Jayaraj
Assistant Professor
Sathyabama Institute of Science and Technology
Chennai

I, Undersigned, hereby certify that **Dr. Rani Jayaraj (Passport No.: R7286089)** has been awarded a **STA Scholarship (Staff Mobility Programme for Teaching Assignments**) in the framework of **Erasmus Plus Programme** for the academic year 2021/2022 from **25th until 29th July 2022** to **Wszechnica Polska Academy of Applied Sciences in Warsaw**. She will receive up to **820 Euro of travel support** and will be receiving **140 Euro of Individual support** per each day of her stay in Poland.

WSZECHNICA POLSKA
Akademia Nauk Stosowanych w Warszawie
Pałac Kultury i Nauki
00-901 Warszawa, Pl. Defilad 1

Head of International Cooperation Office
Erasmus Coordinator
Katarzyna Gajewska Ph.D

Katarzyna Gajewska, Ph.D.
Erasmus Coordinator

MAHSA UNIVERSITY

DU044(B)

MAHSA UNIVERSITY
BE MORE

5th July 2022

To

AP Dr. Muthiah Bavanilatha
Associate Professor
School of Bio and Chemical Engineering
Sathyabama Institute of Science and Technology
India.

Dear AP Dr. Muthiah Bavanilatha,

We invite you, Dr. Muthiah Bavanilatha, Associate Professor from the School of Bio and Chemical Engineering, Sathyabama Institute of Science and Technology, Chennai, India with Passport No.V3872734 on Staff mobility programme at MAHSA University, Malaysia between 25th July and 7th August 2022, within the framework of the Memorandum of Understanding for Academic Cooperation, entered between MAHSA UNIVERSITY, MALAYSIA and SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY, India. During the visit, MAHSA University will provide for her stay in the campus.

Regards,

Professor Dr Srikumar Chakravarthi
Director of Research, Innovation & Postgraduate Studies
MAHSA University

Prof. Dr. Srikumar Chakravarthi
Director
Research, Innovation & Postgraduate Studies
MAHSA University
Level 10, Unity Building,
Jalan SP2, Bandar Saujana Putra,
42610 Jenjarom, Kuala Langat, Selangor

MAHSA UNIVERSITY

MAHSA UNIVERSITY
BE MORE

To

5th July 2022

Dr. S.Usha Nandhini, Assistant Professor,
School of Bio and Chemical Engineering,
Sathyabama Institute of Science and Technology,
Chennai,
India

Dear Dr. S. Usha Nandhini

We invite Dr. S.Usha Nandhini, Assistant Professor from the School of Bio and Chemical Engineering, Sathyabama Institute of Science and Technology, Chennai, India with Passport No.W1315786 on Staff mobility programme at MAHSA University, Malaysia between 25th July and 7th August 2022, within the framework of the Memorandum of Understanding for Academic Cooperation, entered between MAHSA UNIVERSITY, MALAYSIA and SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY, India. During the visit, MAHSA University will provide for her stay in the campus.

Regards,

Professor Dr Srikumar Chakravarthi
Director of Research & Postgraduate Studies Centre
MAHSA University

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Director
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MAHSA University
Level 10, Unity Building,
Jalan SP2, Bandar Saujana Putra,
42610 Jenjarom, Kuala Langat, Selangor

Chintan Kikani, Ph.D
University of Kentucky
Department of Biology
201 Thomas Hunt Morgan Building
Lexington, KY 40506-0225
P: 859-257-1717

April 2022

R.P. Rajesh
Pâdappai, Chennai, 601301

Dear Rajesh,

On behalf of the Department of Biology at the University of Kentucky, I am pleased to offer you an appointment under the State Department J-1 title of Research Scholar. You will be working at the University of Kentucky in the capacity of a Post-doctoral Scholar beginning August 15th 2022, to February 15th, 2024 with Dr. Chintan Kikani and other faculty members. Your position will be funded at an initial annual rate of $50,499 to be paid in accordance with the payroll schedules of the University of Kentucky. There is a possibility of an extension based on available funding, performance, and visa approval.

Your responsibilities as a postdoctoral scholar will include 1. Performing supervised and independent research activities, 2. Developing an independent research program, 3. Mentoring and training graduate and undergraduate students.

As a postdoctoral scholar, your appointment status is that of a temporary staff employee and a postdoctoral student. You are entitled to the same health insurance and life insurance benefits as regular full-time faculty and staff, however, you are not eligible for participation in the UK retirement plan. More information on health benefits may be found at http://www.uky.edu/HR/benefits/. Additionally, you are entitled to three weeks of paid vacation, prorated to the employment length, that should be taken at the mutual concurrence of you and your faculty advisor. You are entitled to temporary disability sick leave in accordance with staff HR policy and procedure number 82.0 (http://www.uky.edu/HR/policies/hrpp082.html). You will also be eligible for holiday leave with pay in accordance with staff HR policy and procedure number 83.0 (http://www.uky.edu/HR/policies/hrpp083.html) and the President's Official Holiday Announcement (twelve days per year). A complete list of the benefits for postdoctoral scholars may be found in Administrative Regulations 5:1 (http://www.uky.edu/Regs/files/ar/ar5-1.pdf).

As a postdoctoral scholar, you will be subject to all applicable University policies, including the policies and procedures governing Research and Intellectual Property, Administrative Regulations Chapter 7 (http://www.uky.edu/regs/ar.htm).

The University of Kentucky requires all J-1 scholars, students and their dependents to have health insurance that meets or exceeds the university's minimum health insurance criteria. The Office of International Student and Scholar Services (ISSS) will provide you with information about this insurance requirement in your welcome materials. Please be aware that many health insurance companies in the U.S. or abroad do not meet the UK requirements. We recommend that you review the UK minimum requirements and send them to your current health insurance provider before deciding to purchase any health insurance. If you discover that your coverage does not meet the minimum standards or you wish to purchase the UK health insurance coverage you may do so upon arrival to the U.S. A temporary social security number will be provided for this purpose. Premium fees are found at this location: http://international.uky.edu/ISSS/IFS/J1/HealthInsurance.
As you may be aware from the hiring process, this offer of employment is contingent upon your successful completion of all pre-employment requirements. This includes a COVID-19 vaccination OR a religious/medical exemption. All requirements must be completed prior to your first day of employment. Failure to complete any of these requirements can result in your employment offer being withdrawn.

Chintan Kikani, Ph.D
University of Kentucky
Department of Biology
201 Thomas Hunt Morgan Building
Lexington, KY 40506-0225
P: 859-257-1717

The Immigration Reform and Control Act of 1986 requires that all employees be eligible for employment in the United States. As a result, this offer is contingent upon your ability to present documents to the Lexington Campus Employment Office that verify both your identity and employment authorization. These documents will enable you to secure an I-9 certification through the Lexington Campus Employment Office. Enclosed you will find a list of documentation that is acceptable for I-9 certification (http://www.uky.edu/hr/employment/i-9-form-documentation-requirements).

If you accept this offer, you will need to send us either a copy of your diploma or a statement from the registrar or University official where you received your Ph.D. that you have received your doctoral degree and completed all degree requirements in order for your appointment to be processed. The University of Kentucky does not accept faxed copies. Additionally, we will need a copy of your passport, transcripts for your PhD, and updated CV that includes the date your Ph.D. was awarded. Please send to Stacey Wilks via email at stacey.wilks@uky.edu.

This offer will remain in effect until July 1st and is contingent on your ability to obtain a visa for entry to the United States. We will request that the International Student and Scholar Services issue a form DS2019 for your J-1 visa application. If you have any questions on any aspect of the offer, please feel free to call or write. Please sign and date in the spaces indicated below and return to me one copy of this offer letter no later than the aforementioned deadline. I believe that you will enjoy the professional interactions as well as the living environment of Lexington, Kentucky. I look forward to hearing from you.

Sincerely,

Type text here

Chintan K. Kikani,
Assistant Professor

Name
Chair

I accept this offer at the University of Kentucky on the effective date stated and I understand the conditions of my appointment.

Name

Date

Christian Brady
Interim Dean, College of Arts & Sciences

JAPAN SOCIETY FOR THE PROMOTION OF SCIENCE
日本学術振興会

(Award Letter)

JSPS/OF 340
December 17, 2021
ID No. P22081

Dear Dr. Maharshi Bhaswant CHEETHIRALA:

RE: FY2022 JSPS Postdoctoral Fellowship for Research in Japan (Standard)

I am pleased to inform you that the Japan Society for the Promotion of Science (JSPS) has decided to approve the application of Professor Teruo MIYAZAWA, Tohoku University, and to award you a fellowship under the "FY2022 JSPS Postdoctoral Fellowship for Research in Japan (Standard)" to conduct research in Japan under the leadership of your host researcher for a period of (24) consecutive months. Regarding the terms of fellowship, please see the attached "Certificate of Financial Support."

For this Fellowship award to be valid, you must start your fellowship in Japan within the period of April 1, 2022 through September 30, 2022.

Please note that this award is valid only if you obtain your Ph.D. degree before your Fellowship commences. Following the guidance in the enclosed booklet "JSPS Program Guidelines", please send us a copy of your diploma or an original of doctorate certificate by the mentioned deadline. Otherwise, your Fellowship will become invalid.

After reading the "Guidelines", if you agree to all of the conditions stipulated therein and decide to accept the Fellowship, please sign the "Notice of Acceptance and Pledge" and send it to JSPS via your host researcher.

In future correspondence with JSPS, please use your above-indicated ID number.

Sincerely yours,

S. Satomi

Dr. SATOMI Susumu
President
Japan Society for the Promotion of Science

Enclosures:
1. Certificate of Financial Support
2. Program Guidelines (FY2022)
3. Air Ticket Application Information
4. A Guide to Insurance Policy for JSPS fellows
5. LIFE in JAPAN
6. Science Dialogue
7. JSPS Researchers Network

cc: Teruo MIYAZAWA, Tohoku University

UAEU

جامعة الإمارات العربية المتحدة
United Arab Emirates University

PRIVATE AND CONFIDENTIAL

Date: 21 April 2022

Mr. Manigandan Sekar
Address : India

Telephone no.: +919791025158
Email: manisek87@gmail.com

Dear Mr. Manigandan

RE: EMPLOYMENT OFFER

We are pleased to inform you that we would like to offer you employment with the United Arab Emirates University to hold the position pursuant to the terms and conditions set out below:

1. **EMPLOYMENT**

Position Title / Grade :	Research Assistant / 19
Department / Work Place:	College of Engineering
Commencing Date :	To Be Confirmed
Reporting To:	Dr. Mahmoud Moustafa Elgendi

2. **TERM**

Your employment shall be for a period of Seven months starting on the commencing date mentioned above. Employment may be renewed by mutual agreement between the parties and is subject to on-going funding.

3. **COMPENSATION**

You will be employed on a temporary grant hire basis and you will receive a monthly Gross Payment of Eight thousand Dirhams (AED 8,000.00).

4. **PROBATIONARY PERIOD**

The Probation Period of the Employees appointed for the first time, shall be for three (3) months only, starting from the actual Commencement Date of Work, renewable for other similar terms. The service of the new Employee may be terminated during the Probation Period if the Employee proves not to be fit for the job

5. **WORKING HOURS**

The Second Party will normally work eight hours (8:00) per day from Monday to Thursday and Four hours and thirty minutes in the Friday.

6. **ANNUAL LEAVE**

You are entitled to an annual leave at the rate of one working day per month. The timing of your leave will be subject to the University's approval. Your annual leave should be applied within your contract period. Any unused leaves at the end of your contract will not be paid as cash in lieu.

7. **SICK LEAVE**

You are entitled to sick leave with full pay for up to Five (5) working days. Any continuous or otherwise, and any extra days shall be without salary.

Prepared by: Abdulaziz

Audit by: Nasser

8. **NATIONAL HOLIDAYS**

You will be entitled to a paid leave on national holidays and as decreed by the appropriate authority.

9. **INSURANCE**

The University will provide you with free health insurance based on the University's insurance scheme.

10. **TERMINATION**

This is a temporary grant funded position. The University may terminate your employment by giving you One (1) month prior written notice (or cash-in lieu of notice). The University may terminate your employment without any notice for disciplinary reasons. You may terminate your employment by giving one (1) month prior written notice to the University.

11. **END OF SERVICE**

This position is not eligible for any end-of-service gratuity payment.

12. **QUALIFICATIONS/EXPERIENCE**

You warrant the University that all qualifications and statements of experience presented in any application, resume or other documents submitted in connection with this appointment are true, and you acknowledge that any fraudulent misrepresentation of qualifications or experience shall be sufficient grounds for your dismissal without notice or compensation.

13. **UNIVERSITY POLICIES**

Terms and conditions of your employment shall be applied in accordance with regulations set out in the UAE University HR Policies a copy of which is available on the HR Department web page with benefits being limited to those stated in this offer .

14. **GOVERNING LAW AND DISPUTE**

This offer of employment is subject to the laws of the UAE. In the event the parties fail to resolve any dispute amicably, the matter shall be referred to the competent courts in the UAE.

15. **LANGUAGE**

Where this offer or subsequent contract is in Arabic and English, the Arabic version shall prevail.

16. **CONDITIONS**

This offer of employment is subject to you passing the health and medical tests required by the competent UAE authorities, signing this employment offer letter with the University, and the University obtaining relevant security clearances and visas. Please note that the medical screening process includes tests for HIV, Hepatitis, Leprosy and TB. You may wish to review these categories with your family physician prior to moving to the UAE.

Additionally: Soon after commencing date of your employment contract, you must provide HR within Six months, an equivalency of your degree from the Ministry of Education, UAE.
Please browse the following side:
https://www.moe.gov.ae/en/eservices/servicecard/pages/universitycertificateequilization.aspx

Prepared by: Abdulaziz

Audit by: Nasser

Please indicate your acceptance of our offer by signing and returning to us a scanned copy of this letter within one week of receiving the same. Alternatively, you may communicate your acceptance via an email message

Yours sincerely,

Aisha Al Dhaheri
Director, Human Resources Dept.

I hereby confirm my acceptance of the offer of employment on the terms detailed above and those contained in the HR Policies.

Mr. Manigandan Sekar

.....

Prepared by: Abdulaziz

Audit by: Nasser