
From:Pooja JOSHI <pooja.joshi@asia.bnpparibas.com>

Sent:July 25 2021 07:20:56 PM SGT

To:sushmaephrinkv.28@gmail.com

Cc:

Subject:Formal offer with BNP Paribas India Solutions: Sushmaephrin Ephrem

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Classification: Confidential



BNP PARIBAS

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Sushmaephrin Ephrem

July 18, 2021

Dear **Sushmaeph**rin,

Employment Agreement ("Agreement")

We are pleased to make this conditional offer of employment to you with **BNP Paribas India Solutions Pvt. Ltd. ("BNPP")** in India on the terms and conditions set out in this agreement.

For the purposes of this Agreement, an **"affiliate"** shall include any subsidiary or holding company of BNPP.

1. Commencement Date

- 1.1.** Your employment will commence on **July 26, 2021**, unless otherwise mutually agreed by you and BNPP in writing.
- 1.2.** Your employment with BNPP will initially be subject to a probationary period of 6 months from the date of your commencement of employment with BNPP in India. You will not be considered as having successfully completed your probationary period unless and until a

written confirmation is issued to you by Human Resources. For the avoidance of doubt, BNPP may extend your probationary period at its sole discretion.

2. **Position**

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You will be employed on a full time basis as **Associate Software Engineer** with **Global Markets IT Department** and shall perform all duties commensurate with and appropriate to your position. Your corporate title shall be **Associate**. BNPP may amend your position, corporate title (if applicable) and/or reporting line as appropriate in the future to align your role with applicable policies, procedures or practices.

3. **Remuneration**

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3.1 Your annual salary will be **INR 430,085** (less applicable deductions), payable over 12 months, for each complete month of service (pro-rated for any incomplete month of service), inclusive of all the following allowances and benefits:

Basic Salary	INR 129,000
House Rent Allowance	INR 64,560
Executive Allowance	INR 149,520
Leave Travel Allowance	INR 25,000

Conveyance Allowance	INR 19,200
Medical Reimbursement	INR 15,000
Provident Fund	INR 21,600
Gratuity Fund valued @ 4.81% of Basic Salary	INR 6,205
Total Cost to Company	INR 430,085

- 3.2 Your salary and benefits will be subject to applicable taxes which will be withheld by BNPP from your salary or bonus payment.
- 3.3 Any remuneration which you receive from BNPP shall be inclusive of any fees, expenses or other remuneration which you may be entitled to receive in relation to any office or directorship you may be required to perform in connection with your employment and includes consideration for all covenants made by you under this Agreement (including without limitation the covenants and restrictions set out in clauses 9 and 10).
- 3.4 You will receive provident fund and related benefits in accordance with [the provisions of the Employees' Provident Fund & Miscellaneous Provisions Act 1952 (as amended from time to time)].

3.5 You will be entitled to gratuity benefit in accordance with the Payment of Gratuity Act 1972 (as amended from time to time).

3.6 You will be entitled to employee state insurance coverage in accordance with the Employees State Insurance (Central Rules) 1950 (as amended from time to time).

The complete Terms and Conditions of the Employment Agreement ("Agreement") are attached herewith.

We welcome you to BNP Paribas India Solutions Pvt. Ltd. and wish you a long and successful career with us.

Yours sincerely,

For **BNP Paribas India Solutions Pvt. Ltd.**

Mitu Seth

Director, Head - Human Resources

Imran Patel

Senior Vice President - Human
Resources

Please note:

- 1) Please consider this as a formal offer from us. The signed copy of the Employment Agreement ("Agreement") will be sent to you once the Covid19 related lockdown situation has been resolved.
- 2) The mandatory background verification process may be delayed and not conclude before your onboarding due to the current situation. The offer and continuation of employment (if onboarded) is subject to a clear and satisfactory background check report.
- 3) Kindly acknowledge receipt of this email as well as acceptance of the terms and conditions mentioned.

Important points after virtual onboarding:

- § Due to the current pandemic situation, you will be required to travel to the nearest BNP Paribas office at a mutually agreed time (during office hours) to collect assets & access card for being able to work from home.
- § You are expected to have a stable internet connection and other necessary infrastructure to be able to work productively after collecting assets and activating your accesses.
- § You will need to plan your travel and collect the assets within 4 weeks from date of joining. Failure to do so within 4 weeks will lead to leave without pay being initiated till you collect the assets.
- § Please do follow all necessary guidelines towards social distancing and travel as mandated by government for your safety.
- § Before arriving to office for collecting assets, kindly declare if you or any of your family members staying with you have recently been infected or come in contact with any Covid positive patient. If so, please do follow all necessary quarantine requirements mandated by authorities before arriving to office for collection of assets.

Thanks and Regards,

Pooja.G.Joshi.

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