Sathyabama Institute of Science & Technology WEBMAIL

John Bruce <johnbruce@sathyabama.ac.in>

Selected candidates list for Campus Drive

1 message

Ababil HR <hr@ababilhealthcare.com> Fri, Mar 29, 2019 at 7:22 PM
To: John Bruce <johnbruce@sathyabama.ac.in>
Cc: Ababil Balakumaran <balakumaran@ababilhealthcare.com>

Dear Mr.John,

Greetings from Ababil Healthcare Pvt Ltd !!

FYI

I would like to share the below details for your reference.

Kindly pass the information to all and we will update the Joining dates and location as soon as possible.

S.NO	NAME	QUALIFICATION	COLLEGE	POSITION	Reviewed By		FINAL FEEDBACK
					Primary	Final	
1	Eswar Prasad	EIE	Sathyabama University	Biomedical Trainee	HR	AH Boss	SELECTED
2	Aravindan	EIE	Sathyabama University	Biomedical Trainee	HR	AH Boss	SELECTED

Note:
Kindly convey the same information to the selected Students and told them to come to our Board for the Document Verification Process in order to hold the position.
Happy to hear from you ASAP.

Thanks & Regards
P.Bala Murugan
HR Executive
Contact:9384825942
Email: hr@ababilhealthcare.com

AETINS
Helping to Insure

07th June 2019

Dear **Mr. BADAM MANEESH**

RE: CONTRACTUAL MANAGEMENT TRAINEE

We are pleased to inform that based on your application and subsequent interview with us, we have much pleasure in offering you the above appointment on the following terms and conditions:-

1. **DEPARTMENT**	You will be attached to the **Management Trainee.** Your commencement date is **20th June 2019.**
2. **REMUNERATION**	Your remuneration per month is **INR 15,000.00/-** Per Month **(Fifteen Thousand Only).** This will be paid before 7th day of each calendar month.
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7. **SECRECY & SECURITY**	You shall not disclose or divulge at any time, either during the currency of this agreement or thereafter, any secrets, transactions or information in or relative to the Company's business and in any products developed by or for the Company, which may come within your knowledge or possession in the course of your employment by the Company and which shall not be disclosed, divulged or made public, save in the course of your duties.
8. **RULES & REGULATIONS**	You are required to sign a non-disclosure agreement. You will be required to obey all the current rules and regulation and circulars issued from time to time by the company.

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Helping to Insure

9. **GENERAL**

(a) You shall devote the whole of your time, knowledge skill and attention to the performance of your duties with the Company and attend at the premises of the Company where you shall from time to time to be employed on such days including, if the exigencies of the Company business so require, On Sundays and Public Holidays and at such hours as shall be required.

(b) You shall not, at any time during the currency of this Agreement, directly or indirectly without the prior written consent of the Company, engage or interest yourself, whether for reward or gratuitously, in any work or business other than in respect of your duties to the Company.

(c) All products created or developed or licensed to be used by the Company either before you were or while you are in the employ of the Company, shall be and remain the property of the Company.

If you accept this offer on the terms stated, please sign and return the duplicate of this letter.
Thank You.

Yours sincerely
AETINS GLOBAL SERVICES PRIVATE LIMITED

SARASWATHY SARANGAPANY

VP OPERATIONS
07th June 2019

I _____ NRIC/ Passport No: _____
Having read and understood the terms and conditions here instated hereby accept the appointment and confirm that I shall/have commence duties on **20th June 2019**.

Signature:

Date:

AETINS
Helping to Insure

07th June 2019

Dear **Mr. BHAVIRISETTY HITESH SIVA**

RE: CONTRACTUAL MANAGEMENT TRAINEE

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Dear **Mr. BURLAGADDA RAVI TEJA**

RE: CONTRACTUAL MANAGEMENT TRAINEE

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Dear **Mr. CHAPPIDI SITA RAMARAJU**

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Dear **Mr. CHINNAREDDY SAIKUMAR REDDY**

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Dear **Mr. DODDA SAI KRISHNA**

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Dear **Mr. GOGADA TARUN KUMAR**

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Dear **Mr. HARISH .P**

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Dear **Mr. MAX JOSEPH MATHEWS**

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Dear **Mr. PENUGONDA OBI REDDY**

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07th June 2019

I _____ NRIC/ Passport No: _____
Having read and understood the terms and conditions here instated hereby accept the appointment and confirm that I shall/have commence duties on **20th June 2019**.

Signature:

Date:

AETINS
Helping to Insure

07th June 2019

Dear **Mr. RUBEN VARGHESE KADAKILETHU**

RE: CONTRACTUAL MANAGEMENT TRAINEE

We are pleased to inform that based on your application and subsequent interview with us, we have much pleasure in offering you the above appointment on the following terms and conditions:-

1. **DEPARTMENT**	You will be attached to the **Management Trainee.** Your commencement date is **20th June 2019.**
2. **REMUNERATION**	Your remuneration per month is **INR 15,000.00/-** Per Month **(Fifteen Thousand Only).** This will be paid before 7th day of each calendar month.
3. **WORKING HOURS**	**Monday to Friday :- 9:00 AM to 6:00 PM** **Lunch: 1:00 PM to 2:00 PM**
4. **TERMINATION**	Termination will be on the basis of giving one (1) week notice by either party or the payment by either party of a sum equivalent to one week's salary in lieu of notice.
5. **CONTRACT PERIOD**	Your contract is for 2 months which is from **(20th June 2019 – 19th July 2019)**
6. **ANNUAL LEAVE**	You are entitled to One (1) working day's leave with full pay for each month.
7. **SECRECY & SECURITY**	You shall not disclose or divulge at any time, either during the currency of this agreement or thereafter, any secrets, transactions or information in or relative to the Company's business and in any products developed by or for the Company, which may come within your knowledge or possession in the course of your employment by the Company and which shall not be disclosed, divulged or made public, save in the course of your duties.
8. **RULES & REGULATIONS**	You are required to sign a non-disclosure agreement. You will be required to obey all the current rules and regulation and circulars issued from time to time by the company.

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9. **GENERAL**

(a) You shall devote the whole of your time, knowledge skill and attention to the performance of your duties with the Company and attend at the premises of the Company where you shall from time to time to be employed on such days including, if the exigencies of the Company business so require, On Sundays and Public Holidays and at such hours as shall be required.

(b) You shall not, at any time during the currency of this Agreement, directly or indirectly without the prior written consent of the Company, engage or interest yourself, whether for reward or gratuitously, in any work or business other than in respect of your duties to the Company.

(c) All products created or developed or licensed to be used by the Company either before you were or while you are in the employ of the Company, shall be and remain the property of the Company.

If you accept this offer on the terms stated, please sign and return the duplicate of this letter.
Thank You.

Yours sincerely
AETINS GLOBAL SERVICES PRIVATE LIMITED

SARASWATHY SARANGAPANY

VP OPERATIONS
07th June 2019

I _____ NRIC/ Passport No: _____
Having read and understood the terms and conditions here instated hereby accept the appointment and confirm that I shall/have commence duties on **20th June 2019**.

Signature:

Date:

AETINS
Helping to Insure

07th June 2019

Dear **Mr. UDHAYAKUMAR .A**

RE: CONTRACTUAL MANAGEMENT TRAINEE

We are pleased to inform that based on your application and subsequent interview with us, we have much pleasure in offering you the above appointment on the following terms and conditions:-

1. **DEPARTMENT**	You will be attached to the **Management Trainee.** Your commencement date is **20th June 2019.**
2. **REMUNERATION**	Your remuneration per month is **INR 15,000.00/-** Per Month **(Fifteen Thousand Only).** This will be paid before 7th day of each calendar month.
3. **WORKING HOURS**	**Monday to Friday :- 9:00 AM to 6:00 PM** **Lunch: 1:00 PM to 2:00 PM**
4. **TERMINATION**	Termination will be on the basis of giving one (1) week notice by either party or the payment by either party of a sum equivalent to one week's salary in lieu of notice.
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6. **ANNUAL LEAVE**	You are entitled to One (1) working day's leave with full pay for each month.
7. **SECRECY & SECURITY**	You shall not disclose or divulge at any time, either during the currency of this agreement or thereafter, any secrets, transactions or information in or relative to the Company's business and in any products developed by or for the Company, which may come within your knowledge or possession in the course of your employment by the Company and which shall not be disclosed, divulged or made public, save in the course of your duties.
8. **RULES & REGULATIONS**	You are required to sign a non-disclosure agreement. You will be required to obey all the current rules and regulation and circulars issued from time to time by the company.

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Helping to Insure

9. **GENERAL**

(a) You shall devote the whole of your time, knowledge skill and attention to the performance of your duties with the Company and attend at the premises of the Company where you shall from time to time to be employed on such days including, if the exigencies of the Company business so require, On Sundays and Public Holidays and at such hours as shall be required.

(b) You shall not, at any time during the currency of this Agreement, directly or indirectly without the prior written consent of the Company, engage or interest yourself, whether for reward or gratuitously, in any work or business other than in respect of your duties to the Company.

(c) All products created or developed or licensed to be used by the Company either before you were or while you are in the employ of the Company, shall be and remain the property of the Company.

If you accept this offer on the terms stated, please sign and return the duplicate of this letter.
Thank You.

Yours sincerely
AETINS GLOBAL SERVICES PRIVATE LIMITED

SARASWATHY SARANGAPANY

VP OPERATIONS
07th June 2019

I _____ NRIC/ Passport No: _____
Having read and understood the terms and conditions here instated hereby accept the appointment and confirm that I shall/have commence duties on **20th June 2019**.

Signature:

Date:

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INTERNSHIP LETTER

Dinesh Imandi
306- b block, Khazipattur
Chennai – 603103
TN
IND

Dear Dinesh,

On behalf of **Amazon Development Centre (India) Private Limited**, a company incorporated under the laws of India, having its registered office at # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055. Karnataka India (hereinafter the "Company" or "Amazon India"), we are very pleased to issue this Internship Letter for the position of an **Intern** at **Chennai**, India.

Your internship with the Company will be subject to your acceptance of this Internship Letter and the terms and conditions set forth hereinbelow on or before 10 business days in the manner provided for by the Company.

Upon your acceptance of this Internship Letter, the same shall form a valid and binding agreement between Amazon India and you, and you shall be bound by the terms and conditions stipulated herein below.

1. Date of Commencement

Your internship with Amazon India will commence on **22-Oct-2018** and shall end as per the provisions contained in Section 12 herein below. The said duration of internship shall hereinafter be referred to as the "Term".

2. Duties

2.1 You will be engaged in the position of **QAE Intern**. Your manager will advise you about your duties and responsibilities after your joining with us. You will be expected to perform your duties to the best of your ability at all times as per the responsibilities advised by your

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manager at the time of joining or as amended from time to time, as well as such other tasks as may be required by Amazon India.

2.2 You will be required to comply with Amazon India's rules, regulations and policies from time to time in force, including, without limitation, those policies set out in Amazon India's Policies and Procedures (as may be applicable to you), as communicated to you. Amazon India reserves the right to change Amazon India's Policies and Procedures from time to time at its sole discretion and you shall be bound by the same, so far as may be applicable to you.

2.3 You acknowledge that during the Term, as the business of Amazon India changes, it may be necessary to rotate you in other departments / units. Amazon India therefore reserves the right to change your role and responsibilities from time to time at its sole discretion and without assigning any reason, it being understood that you will not be assigned responsibilities which you cannot reasonably perform.

2.4 Unless specified in writing, you shall not be authorised to enter into any contractual obligations on behalf of Amazon India or its affiliates including creating a lien (statutory or other), security interest, mortgage, pledge, assignment, encumbrance, chattel or conditional sale or other title retention agreement or any other financial obligations or otherwise on behalf of Amazon India or its affiliates.

3. Hours of Work

The normal business hours of the office, at which you work, will apply to you and these will be advised on commencement of internship and when there is a change. You may be required to work in shifts for different workhours or workdays during the week depending on the business or team that you may be working for. You will be advised by your manager or department about such requirements at the time of joining and from time to time during the course of your internship, as appropriate. Certain business teams also operate on 24x7 basis and hence, may have rotational shifts or related requirements for their respective team members. Please refer to Amazon India's Policies and Procedures for further details.

4. Place of Work

Your initial place of work will be at Amazon India's facility in Chennai. However, you should be aware that the Company and/or its affiliates have offices throughout the world and because of the nature of your duties, the Company has the right to transfer you from one place to another or from one section to another or from one unit to any other unit of the Company, its parent company or to any of its sister concerns, which are either existing or may be set up in future. The decision of the Company in this regard shall be final and binding on you.

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5. Remuneration

5.1 Your internship stipend will be Rs.**20,000** per month made payable in arrears and subject to all lawful deductions of tax.

5.2 Amazon India has the right to deduct from your stipend any sums which you may owe Amazon India, including without limitation, any over-payments or loans made to you by Amazon India or any demand raised by any judicial or quasi-judicial authority for your acts or omissions and / or losses suffered by Amazon India as a result of your negligence or breach of the terms contained in this Internship Letter/Amazon India's Policies (as may be applicable to you), or your failure to return Amazon India's property.

5.3 You will be reimbursed for any reasonable expenses incurred by you in the course of the performance of your internship on behalf of Amazon India, subject to your compliance with the Expenses Policy contained in Amazon India's Policies and Procedures (as may be applicable to you).

6. Leave and Benefits

You will not be entitled to any leaves or such other employee benefits during the term of your internship with Amazon India.

7. Confidential Information and Confidentiality Obligations

7.1 "Confidential Information" means and includes any information that relates to the business of the Company that is not generally available to the public. Without limiting the foregoing, Confidential Information includes:

(1) the identity of, contractual terms with, and any information relating to, the Company's business partners, customers, services clients, sellers, agents, employees, contractors, investors, joint venturers, vendors, or suppliers and the terms on which the Company does business with each such entity, or generally;

(2) computer code (including source code and object code) or software developed, modified, or used by the Company;

(3) data of any sort compiled by the Company, including, but not limited to, data relating to products and services, advertising and marketing, and existing or prospective customers, clients, vendors, or business partners;

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(4) algorithms, procedures or techniques, or the essential ideas and principles underlying such algorithms, procedures or techniques, developed by, or whose workings are otherwise known to, the Company (but excluding any public domain algorithms, procedures, or techniques), whether or not such algorithms, procedures or techniques are embodied in a computer program, including, but not limited to, techniques for identifying prospective customers, communicating effectively with prospective or current customers, reducing operating costs, or increasing system reliability;

(5) the fact that the Company uses, has used, or has evaluated for potential use any particular database, source of data, algorithm, procedure or technique, or the essential ideas and principles underlying such algorithm, procedure or technique, developed or supplied by a party other than the Company (including any algorithms, procedures or techniques in the public domain), whether or not such algorithms, procedures or techniques are embodied in a computer program;

(6) pricing or marketing strategies developed, investigated, acquired (from a third party or otherwise), evaluated, modified, tested or employed by the Company, or any information related to, or that might reasonably be expected to lead to, the development of such strategies;

(7) information about the Company's future plans, including, but not limited to, plans for expanding into new products, geographical areas, market segments, or services;

(8) any information that would typically be included in the Company's financial statements, including, but not limited to, the amount of the Company's assets, liabilities, net worth, revenues, expenses, or net income;

(9) the following information which shall hereinafter be referred to as the "Disclosure Information":

(a) any and all algorithms, procedures or techniques related to the Company's business activities or to your work with the Company, and the essential ideas and principles underlying such algorithms, procedures or techniques, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your internship with the Company, whether or not such algorithms, procedures or techniques are embodied in a computer program;

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(b) any and all pricing or marketing strategies, the essential ideas and principles on which such strategies are based, and any information that might reasonably be expected to lead to the development of such strategies, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your internship with the Company;

(c) information relating to any and all products and services, and the essential ideas and principles underlying any and all products and services, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your internship with the Company, whether or not such products or services are marketed, sold, or provided by the Company; and

(d) any other ideas or information conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your internship with the Company, if the idea or information could reasonably be expected to prove useful or valuable to the Company;

(10) any other information gained in the course of your internship with the Company that could reasonably be expected to prove deleterious to the Company if disclosed to third parties, including without limitation, any information that could reasonably be expected to aid a competitor or potential competitor of the Company in competing more effectively with the Company;

(11) any information received by the Company from third parties, whether or not under obligation of confidentiality;

(12) any information derived from any of the above, including any intellectual property rights attached thereto; and

(13) any copies of the above mentioned information.

7.2 Confidentiality Obligations:

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(i) You acknowledge that you have acquired and/or will acquire Confidential Information during the course of, or incident to, your internship with the Company, and that the ability of the Company to continue in business could be seriously jeopardized if such Confidential Information were to be used by you or by other persons or firms to compete with the Company. Accordingly, you agree that you shall not, directly or indirectly, at any time, during the term of your internship with the Company or at any time thereafter, and without regard to when or for what reason, if any, such internship shall terminate, use or cause to be used any Confidential Information in connection with any activity or business except the business of the Company, and shall not disclose or cause to be disclosed any Confidential Information to any individual, partnership, corporation, or other entity unless such disclosure has been specifically authorized in writing by the Company, or except as may be required by any applicable law or by order of a court of competent jurisdiction, or any regulatory or governmental body. Further, you agree that you will give the Company prompt notice of any such order/direction of a court/ regulatory or governmental body so that the Company may seek relief by way of a protective order or other appropriate remedy, and further will provide any assistance which the Company may reasonably require in order to secure such order or such remedy (with your expenses reasonably incurred in providing such assistance to be reimbursed by the Company). In the event such protective order or other remedy is not obtained, you shall furnish only that portion of the Confidential Information which is legally required by the governmental entity or regulatory authority; and will use reasonable efforts to obtain confidential treatment for any Confidential Information so disclosed.

(i) During the course of your internship with the Company and at the date of termination thereof (hereinafter the "Date of Termination"), you shall promptly disclose and deliver over to the Company, without additional compensation, in writing, or in such form and manner as the Company may reasonably require, the Disclosure Information defined in Section 7.1(9) hereinabove, to the extent that such disclosure could reasonably be expected to be of interest to the Company.

(i) Nothing in this Internship Letter shall be deemed to dilute or waive any rights related to the protection of trade secrets that the Company may have under common law or any applicable statutes.

8. Intellectual Property Rights

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8.1 All patents, copyrights, trade secrets, trade/commercial names, proprietary rights, logos, slogans and all other intellectual property rights developed by or for the Company by any person, including but not limited to intellectual property rights relating to any and/or all of the Confidential Information, ("Intellectual Property Rights") shall be owned by the Company.

8.2 For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, you hereby agree to irrevocably, perpetually and unconditionally sell, assign, transfer and convey to the Company and its successors your entire right, title and interest in the Confidential Information and/or Intellectual Property Rights and any improvements thereto throughout the world, including, without limitation:

(i) all patents, copyrights, trade secrets, trade/commercial names, logos, other proprietary rights and all other intellectual property rights in the Confidential Information and all rights to secure registrations, renewals and extensions of the same;

(i) all rights to make, have made, use, practice, import, export and otherwise fully exploit the Confidential Information and any and all improvements that you or Company may hereafter make or develop;

(i) all rights to file and prosecute applications for patent, copyright and all other intellectual property protection covering the Confidential Information and improvements thereon, and the processes and designs embodied therein, in India, the United States and in every other country and jurisdiction throughout the world;

(i) all rights under any patent, copyright and all other intellectual property which may be issued on the Confidential Information or the improvements thereon, and any processes and designs therein, and all rights to enjoy the same; and

(i) all documents, notes, notebooks, drawings, schematics, prototypes, magnetically encoded media, electronically stored information, or other materials related to the Confidential Information.

8.3 During the period of your internship with the Company and as may be reasonably necessary subsequent to your internship, you agree to cooperate with the Company as may be necessary to obtain patent, copyright and all other intellectual property protection for the Intellectual Property Rights and improvements thereto throughout the world and agree to do such further acts and execute and deliver to the Company such instruments as may be

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required to perfect, register or enforce the Company's ownership of the rights assigned, transferred or conveyed. If such cooperation is required after the Date of Termination, the Company shall compensate you at a reasonable rate for the time and related expenses actually spent by you at the Company's request. If you fail or refuse to execute any such instruments, you hereby appoint the Company as your attorney-in-fact to act on your behalf and to execute such instruments. This appointment shall be irrevocable and deemed to be a power coupled with an interest.

8.4 For the purposes of the assignment, transfer or conveyance referred to hereinabove, you acknowledge and covenant that your internship with the Company and the benefits received thereunder shall be treated as good and valuable consideration and that you are not entitled to any further consideration in any form or manner whatsoever in relation thereto.

8.5 Notwithstanding any other provision hereof to the contrary, this Internship Letter does not obligate you to assign or offer to assign to the Company any of your rights in an invention for which no equipment, supplies, facilities, Intellectual Property Rights, Confidential Information or trade secret information of the Company was used and which was developed entirely on your 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 or is related to, any work performed by you for the Company.

8.6 No Grant of Rights.
You agree that all rights, title and interest in the Intellectual Property Rights and Confidential Information shall be owned exclusively by the Company. Nothing herein contained shall be construed as a grant by implication, estoppel or otherwise, of a license of any kind by either you to the Company, or by the Company to you, for example, to make, have made, use or sell any product using the Intellectual Property Rights, Confidential Information, or as a license under any patent, patent application, utility model, copyright, mask work right, or any other intellectual property right.

9. Data Protection

9.1 You authorise Amazon India to collect, process and transfer all your personal information obtained by Amazon India for the purpose of proactively managing the relationship.

9.2 You further authorise the transfer to, and storage of, your personal information in the worldwide database currently located in Seattle, Washington, U.S.A. (or such other location as Amazon India determines from time to time). Human Resources and selected

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management throughout the Amazon group worldwide will be authorised to access this database.

10. Exclusivity

During your internship, you will be required to devote your full time, attention and abilities to your assignment, and to act in the best interests of Amazon India at all times. You shall not, without the written consent of Amazon India, be in any way directly or indirectly engaged or concerned in any other business or undertaking or undertake any internship therein.

11. Relationship of parties

This internship opportunity neither creates the relationship of employer and employee between the Company and you, nor does it assure or guarantee future employment with the Company.

12. Termination of Internship

12.1 Your internship will automatically end on **07-Jun-2019**, unless terminated earlier as per the provisions of this Section.

12.2 This Internship Letter may be terminated either by the Company or by you at any point of time during the Term, without providing any reasons for such termination. Such termination shall be valid and effective only if communicated to the other party in writing at least one day prior to the date of termination.

12.3 On the expiry or sooner termination of your internship for any reason whatsoever, you will return to Amazon India, without delay, all assets belonging to Amazon India, correspondence, records, specifications, models, notes, formulations, lists, papers, reports and other documents and all copies thereof and other property belonging to Amazon India or relating to its business affairs or dealing which are in your possession or under your control. At Amazon India's option, you agree to provide a written certification of your compliance with this Section. Further, you agree to sign a termination certificate in accordance with Amazon India's Policies and Procedures, which will reaffirm your compliance of your post-termination obligations, including return of Amazon India's property/properties and releasing Amazon India from all claims, liabilities and obligations. Where Amazon has made any excess payment to you as part of your relieving formalities, whether or not such excess payment is termed "Full and Final Settlement", you shall be obligated and liable to repay such excess amount forthwith upon being notified by Amazon.

13. Background Investigation

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13.1 It is Amazon India's policy to investigate all its new interns. Your internship is conditional upon the information contained in your application form and/or curriculum vitae being true and accurate, including (but not limited to) your educational and professional qualifications, the documents furnished by you being genuine, and upon reference checks to be conducted by Amazon India being successfully completed.

13.2 You authorise Amazon India to conduct such searches with government or enforcement authorities as are necessary to enable it to verify that you do not hold any criminal convictions.

14. Foreign Nationals

14.1 In case you are not an Indian national and, under any law, are required to obtain applicable visa / work permit / authorisation or permission from appropriate government authorities to work in India, you are required to ensure all such permissions are obtained before commencement of internship with Amazon India.

14.2 You are also required to ensure all future correspondence and permissions for continued stay and internship in the country as per the governing law are complied with at all times. If required, Amazon shall be at liberty to demand copies / originals of such permission.

14.3 It is made clear that possessing valid work permit / authorisation at all times of your internship is an inherent requirement of your internship with Amazon India. Any time after the execution of this Internship Letter, if it is found that you do not have required work permit / visa, Amazon India shall terminate your internship, without notice, with immediate effect, without any liability towards you.

15. Representations and Warranties

You hereby represent and warrant to the Company that:

15.1 you shall not, during the course of your internship with the Company, use or disclose any document/s that in any way constitutes confidential, proprietary of trade secret information of a third party, except pursuant to written authorization by such third party to do so;

15.2 you are not in unauthorized possession or control of any document/s that in any way constitutes confidential, proprietary of trade secret information of a third party;

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15.3 You confirm that there are no other agreements executed by you with third parties that conflict with the terms and conditions of your internship with Amazon India or that restrict your ability to execute this Internship Letter.

15.4 You hereby represent and warrant that the information furnished by you for the purpose of your internship with the Company is true and correct to the best of your information, knowledge and belief.

16. Notices

All notices issued by you to the Company or by the Company to you shall be sent either by registered post, courier through a recognised courier service provider or email transmission which shall be deemed to have been received the next working day provided the notice is also sent by registered post the next working day after email transmission.

17. Waiver

Failure of the Company to insist upon strict adherence of any term of this Internship Letter on any occasion/s shall not be considered a waiver thereof or deprive the Company of the right thereafter to insist upon strict adherence to that term or any other term of this Internship Letter.

18. Severability

The holding of any provision of this Internship Letter to be illegal, invalid, or unenforceable by a court of competent jurisdiction shall not affect any other provision hereof, which shall remain in full force and effect.

19. Liability for Breach

You acknowledge and accept that your breach of any of the terms contained in this Internship Letter and/or Amazon India's Policies and Procedures (as may be applicable to you) may cause the Company irreparable harm for which there is no adequate remedy at law, and therefore, the Company shall be entitled to the issuance by a court of competent jurisdiction of an order of injunction, restraining order, or other equitable relief in favor of itself, without the necessity of posting a bond, restraining you from committing or continuing to commit any such violation. Exercise or waiver by the Company of its rights to obtain an injunction, restraining order, or other equitable relief hereunder shall not be deemed a waiver of any right to assert any other remedy the Company may have at law or in equity. In any legal action or other proceeding by the Company against you in connection with this Internship Letter (e.g., for recovery of damages or

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other relief), the Company will be entitled to recover its reasonable attorneys' fees and other costs incurred.

20. Governing Law and Jurisdiction

Your internship, and any disputes which may arise under, out of, or in connection with your internship, shall be governed by and construed in accordance with the laws of India; and the Courts having territorial jurisdiction over the registered office of the Company shall alone have exclusive jurisdiction to try and entertain such disputes to the exclusion of any other Courts situated elsewhere.

21. Agreement/Modifications

The terms described in this Internship Letter and in Amazon's Policies and Procedures (as may be applicable to you), will cumulatively constitute the terms of your internship, and shall supersede any previous discussions, offers, or agreements relating to your internship, or the subject matter hereof. Any additions to, deletions of, or modifications of these terms are valid and effective only if the same are carried out in writing and signed by you and an officer of Amazon India.

22. Headings

The Section headings appearing in this Internship Letter are used for convenience of reference only and shall not be considered a part of this Internship Letter or in any way modify, amend or affect the meaning of any of its provisions.

23. Survival

Your obligations under Sections 7, 12, 17, 18, 19, 20 and this Section 23 hereof shall survive the termination of this Internship Letter and of your internship with the Company.

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You undertake to be bound by any rules and regulations enforced by Amazon India from time to time in relation to the conduct, discipline, medical leave and holidays or on any matters relating to service conditions which will be deemed as rules, regulations and order as a part of these terms of internship.

For and on behalf of Amazon Development Centre (India) Private Limited

AUTHORIZATION

By

Signed by:KARTIK KUMAR AGARWAL
Date: 2018.10.08 10:17:40 +05:30
Location: India

ACCEPTANCE

I acknowledge receipt of this Internship Letter and, after reading and understanding the same, I accept the same on the terms set out herein.

REGISTERED OFFICE : # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055. Karnataka India

Tel. : + 91 - 80 - 6787 3000, Fax : +91 - 80 - 3007 1031 / 33 CIN : U72200KA2004FTC034233

Acknowledged by karthiksince1998@gmail.com (Karthik D on 10/8/2018 8:00:26 AM)

amazon | Development Centre India

INTERNSHIP LETTER

Karthik D
14/128,venkateshwara nagar, 4 th street,polichallur
chennai – 600074
TN
IND

Dear Karthik,

On behalf of **Amazon Development Centre (India) Private Limited**, a company incorporated under the laws of India, having its registered office at # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055. Karnataka India (hereinafter the "Company" or "Amazon India"), we are very pleased to issue this Internship Letter for the position of an **Intern** at **Chennai**, India.

Your internship with the Company will be subject to your acceptance of this Internship Letter and the terms and conditions set forth hereinbelow on or before 10 business days in the manner provided for by the Company.

Upon your acceptance of this Internship Letter, the same shall form a valid and binding agreement between Amazon India and you, and you shall be bound by the terms and conditions stipulated herein below.

1. Date of Commencement

Your internship with Amazon India will commence on **22-Oct-2018** and shall end as per the provisions contained in Section 12 herein below. The said duration of internship shall hereinafter be referred to as the "Term".

2. Duties

2.1 You will be engaged in the position of **Support Engineer Intern**. Your manager will advise you about your duties and responsibilities after your joining with us. You will be expected to perform your duties to the best of your ability at all times as per the responsibilities

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advised by your manager at the time of joining or as amended from time to time, as well as such other tasks as may be required by Amazon India.

2.2 You will be required to comply with Amazon India's rules, regulations and policies from time to time in force, including, without limitation, those policies set out in Amazon India's Policies and Procedures (as may be applicable to you), as communicated to you. Amazon India reserves the right to change Amazon India's Policies and Procedures from time to time at its sole discretion and you shall be bound by the same, so far as may be applicable to you.

2.3 You acknowledge that during the Term, as the business of Amazon India changes, it may be necessary to rotate you in other departments / units. Amazon India therefore reserves the right to change your role and responsibilities from time to time at its sole discretion and without assigning any reason, it being understood that you will not be assigned responsibilities which you cannot reasonably perform.

2.4 Unless specified in writing, you shall not be authorised to enter into any contractual obligations on behalf of Amazon India or its affiliates including creating a lien (statutory or other), security interest, mortgage, pledge, assignment, encumbrance, chattel or conditional sale or other title retention agreement or any other financial obligations or otherwise on behalf of Amazon India or its affiliates.

3. Hours of Work

The normal business hours of the office, at which you work, will apply to you and these will be advised on commencement of internship and when there is a change. You may be required to work in shifts for different workhours or workdays during the week depending on the business or team that you may be working for. You will be advised by your manager or department about such requirements at the time of joining and from time to time during the course of your internship, as appropriate. Certain business teams also operate on 24x7 basis and hence, may have rotational shifts or related requirements for their respective team members. Please refer to Amazon India's Policies and Procedures for further details.

4. Place of Work

Your initial place of work will be at Amazon India's facility in Chennai. However, you should be aware that the Company and/or its affiliates have offices throughout the world and because of the nature of your duties, the Company has the right to transfer you from one place to another or from one section to another or from one unit to any other unit of the Company, its parent

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company or to any of its sister concerns, which are either existing or may be set up in future. The decision of the Company in this regard shall be final and binding on you.

5. Remuneration

5.1 Your internship stipend will be Rs.**20,000** per month made payable in arrears and subject to all lawful deductions of tax.

5.2 Amazon India has the right to deduct from your stipend any sums which you may owe Amazon India, including without limitation, any over-payments or loans made to you by Amazon India or any demand raised by any judicial or quasi-judicial authority for your acts or omissions and / or losses suffered by Amazon India as a result of your negligence or breach of the terms contained in this Internship Letter/Amazon India's Policies (as may be applicable to you), or your failure to return Amazon India's property.

5.3 You will be reimbursed for any reasonable expenses incurred by you in the course of the performance of your internship on behalf of Amazon India, subject to your compliance with the Expenses Policy contained in Amazon India's Policies and Procedures (as may be applicable to you).

6. Leave and Benefits

You will not be entitled to any leaves or such other employee benefits during the term of your internship with Amazon India.

7. Confidential Information and Confidentiality Obligations

7.1 "Confidential Information" means and includes any information that relates to the business of the Company that is not generally available to the public. Without limiting the foregoing, Confidential Information includes:

(1) the identity of, contractual terms with, and any information relating to, the Company's business partners, customers, services clients, sellers, agents, employees, contractors, investors, joint venturers, vendors, or suppliers and the terms on which the Company does business with each such entity, or generally;

(2) computer code (including source code and object code) or software developed, modified, or used by the Company;

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(3) data of any sort compiled by the Company, including, but not limited to, data relating to products and services, advertising and marketing, and existing or prospective customers, clients, vendors, or business partners;

(4) algorithms, procedures or techniques, or the essential ideas and principles underlying such algorithms, procedures or techniques, developed by, or whose workings are otherwise known to, the Company (but excluding any public domain algorithms, procedures, or techniques), whether or not such algorithms, procedures or techniques are embodied in a computer program, including, but not limited to, techniques for identifying prospective customers, communicating effectively with prospective or current customers, reducing operating costs, or increasing system reliability;

(5) the fact that the Company uses, has used, or has evaluated for potential use any particular database, source of data, algorithm, procedure or technique, or the essential ideas and principles underlying such algorithm, procedure or technique, developed or supplied by a party other than the Company (including any algorithms, procedures or techniques in the public domain), whether or not such algorithms, procedures or techniques are embodied in a computer program;

(6) pricing or marketing strategies developed, investigated, acquired (from a third party or otherwise), evaluated, modified, tested or employed by the Company, or any information related to, or that might reasonably be expected to lead to, the development of such strategies;

(7) information about the Company's future plans, including, but not limited to, plans for expanding into new products, geographical areas, market segments, or services;

(8) any information that would typically be included in the Company's financial statements, including, but not limited to, the amount of the Company's assets, liabilities, net worth, revenues, expenses, or net income;

(9) the following information which shall hereinafter be referred to as the "Disclosure Information":

(a) any and all algorithms, procedures or techniques related to the Company's business activities or to your work with the Company, and the essential ideas and principles underlying such algorithms, procedures or techniques, conceived, originated, adapted, discovered,

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developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your internship with the Company, whether or not such algorithms, procedures or techniques are embodied in a computer program;

(b) any and all pricing or marketing strategies, the essential ideas and principles on which such strategies are based, and any information that might reasonably be expected to lead to the development of such strategies, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your internship with the Company;

(c) information relating to any and all products and services, and the essential ideas and principles underlying any and all products and services, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your internship with the Company, whether or not such products or services are marketed, sold, or provided by the Company; and

(d) any other ideas or information conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your internship with the Company, if the idea or information could reasonably be expected to prove useful or valuable to the Company;

(10) any other information gained in the course of your internship with the Company that could reasonably be expected to prove deleterious to the Company if disclosed to third parties, including without limitation, any information that could reasonably be expected to aid a competitor or potential competitor of the Company in competing more effectively with the Company;

(11) any information received by the Company from third parties, whether or not under obligation of confidentiality;

(12) any information derived from any of the above, including any intellectual property rights attached thereto; and

(13) any copies of the above mentioned information.

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7.2 Confidentiality Obligations:

(i) You acknowledge that you have acquired and/or will acquire Confidential Information during the course of, or incident to, your internship with the Company, and that the ability of the Company to continue in business could be seriously jeopardized if such Confidential Information were to be used by you or by other persons or firms to compete with the Company. Accordingly, you agree that you shall not, directly or indirectly, at any time, during the term of your internship with the Company or at any time thereafter, and without regard to when or for what reason, if any, such internship shall terminate, use or cause to be used any Confidential Information in connection with any activity or business except the business of the Company, and shall not disclose or cause to be disclosed any Confidential Information to any individual, partnership, corporation, or other entity unless such disclosure has been specifically authorized in writing by the Company, or except as may be required by any applicable law or by order of a court of competent jurisdiction, or any regulatory or governmental body. Further, you agree that you will give the Company prompt notice of any such order/direction of a court/ regulatory or governmental body so that the Company may seek relief by way of a protective order or other appropriate remedy, and further will provide any assistance which the Company may reasonably require in order to secure such order or such remedy (with your expenses reasonably incurred in providing such assistance to be reimbursed by the Company). In the event such protective order or other remedy is not obtained, you shall furnish only that portion of the Confidential Information which is legally required by the governmental entity or regulatory authority; and will use reasonable efforts to obtain confidential treatment for any Confidential Information so disclosed.

(i) During the course of your internship with the Company and at the date of termination thereof (hereinafter the "Date of Termination"), you shall promptly disclose and deliver over to the Company, without additional compensation, in writing, or in such form and manner as the Company may reasonably require, the Disclosure Information defined in Section 7.1(9) hereinabove, to the extent that such disclosure could reasonably be expected to be of interest to the Company.

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(i) Nothing in this Internship Letter shall be deemed to dilute or waive any rights related to the protection of trade secrets that the Company may have under common law or any applicable statutes.

8. Intellectual Property Rights

8.1 All patents, copyrights, trade secrets, trade/commercial names, proprietary rights, logos, slogans and all other intellectual property rights developed by or for the Company by any person, including but not limited to intellectual property rights relating to any and/or all of the Confidential Information, ("Intellectual Property Rights") shall be owned by the Company.

8.2 For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, you hereby agree to irrevocably, perpetually and unconditionally sell, assign, transfer and convey to the Company and its successors your entire right, title and interest in the Confidential Information and/or Intellectual Property Rights and any improvements thereto throughout the world, including, without limitation:

(i) all patents, copyrights, trade secrets, trade/commercial names, logos, other proprietary rights and all other intellectual property rights in the Confidential Information and all rights to secure registrations, renewals and extensions of the same;

(i) all rights to make, have made, use, practice, import, export and otherwise fully exploit the Confidential Information and any and all improvements that you or Company may hereafter make or develop;

(i) all rights to file and prosecute applications for patent, copyright and all other intellectual property protection covering the Confidential Information and improvements thereon, and the processes and designs embodied therein, in India, the United States and in every other country and jurisdiction throughout the world;

(i) all rights under any patent, copyright and all other intellectual property which may be issued on the Confidential Information or the improvements thereon, and any processes and designs therein, and all rights to enjoy the same; and

(i) all documents, notes, notebooks, drawings, schematics, prototypes, magnetically encoded media, electronically stored information, or other materials related to the Confidential Information.

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8.3 During the period of your internship with the Company and as may be reasonably necessary subsequent to your internship, you agree to cooperate with the Company as may be necessary to obtain patent, copyright and all other intellectual property protection for the Intellectual Property Rights and improvements thereto throughout the world and agree to do such further acts and execute and deliver to the Company such instruments as may be required to perfect, register or enforce the Company's ownership of the rights assigned, transferred or conveyed. If such cooperation is required after the Date of Termination, the Company shall compensate you at a reasonable rate for the time and related expenses actually spent by you at the Company's request. If you fail or refuse to execute any such instruments, you hereby appoint the Company as your attorney-in-fact to act on your behalf and to execute such instruments. This appointment shall be irrevocable and deemed to be a power coupled with an interest.

8.4 For the purposes of the assignment, transfer or conveyance referred to hereinabove, you acknowledge and covenant that your internship with the Company and the benefits received thereunder shall be treated as good and valuable consideration and that you are not entitled to any further consideration in any form or manner whatsoever in relation thereto.

8.5 Notwithstanding any other provision hereof to the contrary, this Internship Letter does not obligate you to assign or offer to assign to the Company any of your rights in an invention for which no equipment, supplies, facilities, Intellectual Property Rights, Confidential Information or trade secret information of the Company was used and which was developed entirely on your 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 or is related to, any work performed by you for the Company.

8.6 No Grant of Rights.

You agree that all rights, title and interest in the Intellectual Property Rights and Confidential Information shall be owned exclusively by the Company. Nothing herein contained shall be construed as a grant by implication, estoppel or otherwise, of a license of any kind by either you to the Company, or by the Company to you, for example, to make, have made, use or sell any product using the Intellectual Property Rights, Confidential Information, or as a license under any patent, patent application, utility model, copyright, mask work right, or any other intellectual property right.

9. Data Protection

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9.1 You authorise Amazon India to collect, process and transfer all your personal information obtained by Amazon India for the purpose of proactively managing the relationship.

9.2 You further authorise the transfer to, and storage of, your personal information in the worldwide database currently located in Seattle, Washington, U.S.A. (or such other location as Amazon India determines from time to time). Human Resources and selected management throughout the Amazon group worldwide will be authorised to access this database.

10. Exclusivity

During your internship, you will be required to devote your full time, attention and abilities to your assignment, and to act in the best interests of Amazon India at all times. You shall not, without the written consent of Amazon India, be in any way directly or indirectly engaged or concerned in any other business or undertaking or undertake any internship therein.

11. Relationship of parties

This internship opportunity neither creates the relationship of employer and employee between the Company and you, nor does it assure or guarantee future employment with the Company.

12. Termination of Internship

12.1 Your internship will automatically end on **07-Jun-2019**, unless terminated earlier as per the provisions of this Section.

12.2 This Internship Letter may be terminated either by the Company or by you at any point of time during the Term, without providing any reasons for such termination. Such termination shall be valid and effective only if communicated to the other party in writing at least one day prior to the date of termination.

12.3 On the expiry or sooner termination of your internship for any reason whatsoever, you will return to Amazon India, without delay, all assets belonging to Amazon India, correspondence, records, specifications, models, notes, formulations, lists, papers, reports and other documents and all copies thereof and other property belonging to Amazon India or relating to its business affairs or dealing which are in your possession or under your control. At Amazon India's option, you agree to provide a written certification of your compliance with this Section. Further, you agree to sign a termination certificate in accordance with Amazon India's Policies and Procedures, which will reaffirm your compliance of your post-termination obligations, including return of Amazon India's

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property/properties and releasing Amazon India from all claims, liabilities and obligations. Where Amazon has made any excess payment to you as part of your relieving formalities, whether or not such excess payment is termed "Full and Final Settlement", you shall be obligated and liable to repay such excess amount forthwith upon being notified by Amazon.

13. Background Investigation

13.1 It is Amazon India's policy to investigate all its new interns. Your internship is conditional upon the information contained in your application form and/or curriculum vitae being true and accurate, including (but not limited to) your educational and professional qualifications, the documents furnished by you being genuine, and upon reference checks to be conducted by Amazon India being successfully completed.

13.2 You authorise Amazon India to conduct such searches with government or enforcement authorities as are necessary to enable it to verify that you do not hold any criminal convictions.

14. Foreign Nationals

14.1 In case you are not an Indian national and, under any law, are required to obtain applicable visa / work permit / authorisation or permission from appropriate government authorities to work in India, you are required to ensure all such permissions are obtained before commencement of internship with Amazon India.

14.2 You are also required to ensure all future correspondence and permissions for continued stay and internship in the country as per the governing law are complied with at all times. If required, Amazon shall be at liberty to demand copies / originals of such permission.

14.3 It is made clear that possessing valid work permit / authorisation at all times of your internship is an inherent requirement of your internship with Amazon India. Any time after the execution of this Internship Letter, if it is found that you do not have required work permit / visa, Amazon India shall terminate your internship, without notice, with immediate effect, without any liability towards you.

15. Representations and Warranties

You hereby represent and warrant to the Company that:

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15.1 you shall not, during the course of your internship with the Company, use or disclose any document/s that in any way constitutes confidential, proprietary of trade secret information of a third party, except pursuant to written authorization by such third party to do so;

15.2 you are not in unauthorized possession or control of any document/s that in any way constitutes confidential, proprietary of trade secret information of a third party;

15.3 You confirm that there are no other agreements executed by you with third parties that conflict with the terms and conditions of your internship with Amazon India or that restrict your ability to execute this Internship Letter.

15.4 You hereby represent and warrant that the information furnished by you for the purpose of your internship with the Company is true and correct to the best of your information, knowledge and belief.

16. Notices

All notices issued by you to the Company or by the Company to you shall be sent either by registered post, courier through a recognised courier service provider or email transmission which shall be deemed to have been received the next working day provided the notice is also sent by registered post the next working day after email transmission.

17. Waiver

Failure of the Company to insist upon strict adherence of any term of this Internship Letter on any occasion/s shall not be considered a waiver thereof or deprive the Company of the right thereafter to insist upon strict adherence to that term or any other term of this Internship Letter.

18. Severability

The holding of any provision of this Internship Letter to be illegal, invalid, or unenforceable by a court of competent jurisdiction shall not affect any other provision hereof, which shall remain in full force and effect.

19. Liability for Breach

You acknowledge and accept that your breach of any of the terms contained in this Internship Letter and/or Amazon India's Policies and Procedures (as may be applicable to you) may cause

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the Company irreparable harm for which there is no adequate remedy at law, and therefore, the Company shall be entitled to the issuance by a court of competent jurisdiction of an order of injunction, restraining order, or other equitable relief in favor of itself, without the necessity of posting a bond, restraining you from committing or continuing to commit any such violation. Exercise or waiver by the Company of its rights to obtain an injunction, restraining order, or other equitable relief hereunder shall not be deemed a waiver of any right to assert any other remedy the Company may have at law or in equity. In any legal action or other proceeding by the Company against you in connection with this Internship Letter (e.g., for recovery of damages or other relief), the Company will be entitled to recover its reasonable attorneys' fees and other costs incurred.

20. Governing Law and Jurisdiction

Your internship, and any disputes which may arise under, out of, or in connection with your internship, shall be governed by and construed in accordance with the laws of India; and the Courts having territorial jurisdiction over the registered office of the Company shall alone have exclusive jurisdiction to try and entertain such disputes to the exclusion of any other Courts situated elsewhere.

21. Agreement/Modifications

The terms described in this Internship Letter and in Amazon's Policies and Procedures (as may be applicable to you), will cumulatively constitute the terms of your internship, and shall supersede any previous discussions, offers, or agreements relating to your internship, or the subject matter hereof. Any additions to, deletions of, or modifications of these terms are valid and effective only if the same are carried out in writing and signed by you and an officer of Amazon India.

22. Headings

The Section headings appearing in this Internship Letter are used for convenience of reference only and shall not be considered a part of this Internship Letter or in any way modify, amend or affect the meaning of any of its provisions.

23. Survival

Your obligations under Sections 7, 12, 17, 18, 19, 20 and this Section 23 hereof shall survive the termination of this Internship Letter and of your internship with the Company.

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amazon | Development Centre India

You undertake to be bound by any rules and regulations enforced by Amazon India from time to time in relation to the conduct, discipline, medical leave and holidays or on any matters relating to service conditions which will be deemed as rules, regulations and order as a part of these terms of internship.

For and on behalf of Amazon Development Centre (India) Private Limited

AUTHORIZATION

By

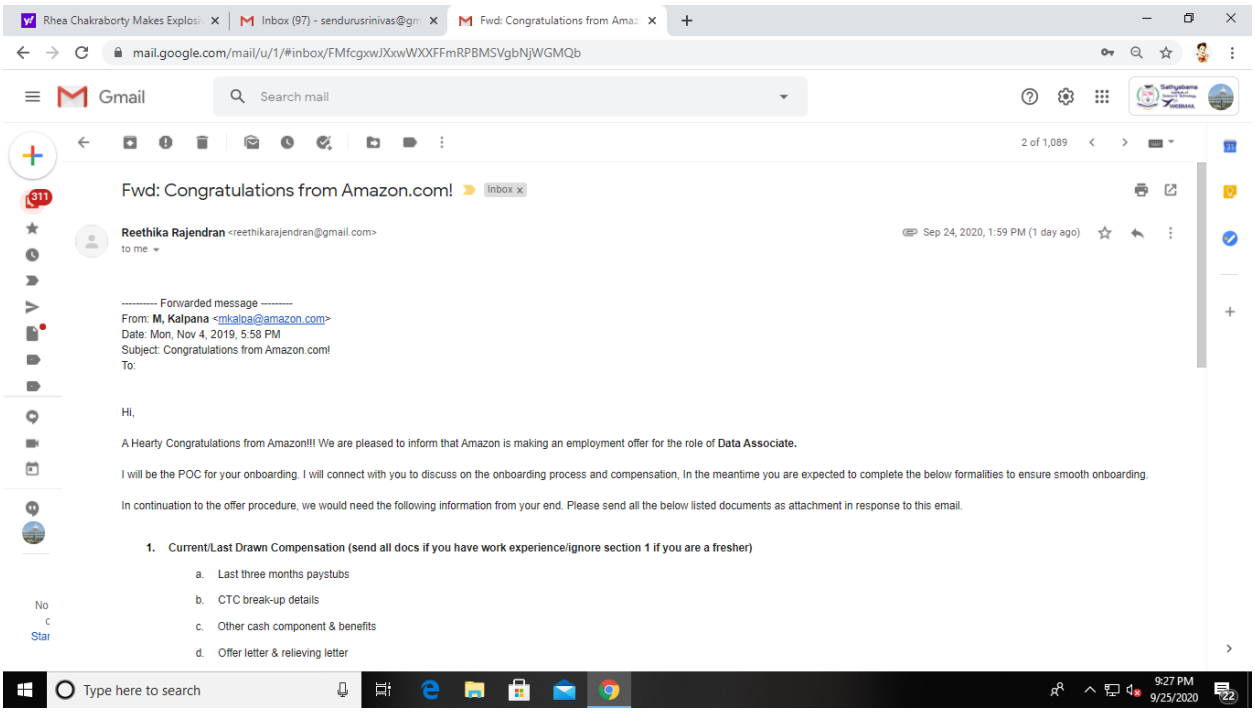
Signed by:KARTIK KUMAR AGARWAL
Date: 2018.10.08 10:20:24 +05:30
Location: India

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Rhea Chakraborty Makes Explosi
Inbox (97) - sendurusrinivas@gm
Fwd: Congratulations from Amaz
mail.google.com/mail/u/1/#inbox/FMfcgxwJXxwWXXFFmRPBMSVgbNjWGMQb
Gmail
Search mail
2 of 1,089
Fwd: Congratulations from Amazon.com!
Inbox x
Reethika Rajendran <reethikarajendran@gmail.com>
to me
Sep 24, 2020, 1:59 PM (1 day ago)
---------- Forwarded message ---------
From: M, Kalpana <mkalpa@amazon.com>
Date: Mon, Nov 4, 2019, 5:58 PM
Subject: Congratulations from Amazon.com!
To:
Hi,
A Hearty Congratulations from Amazon!!! We are pleased to inform that Amazon is making an employment offer for the role of Data Associate.
I will be the POC for your onboarding. I will connect with you to discuss on the onboarding process and compensation, In the meantime you are expected to complete the below formalities to ensure smooth onboarding.
In continuation to the offer procedure, we would need the following information from your end. Please send all the below listed documents as attachment in response to this email.
1. Current/Last Drawn Compensation (send all docs if you have work experience/ignore section 1 if you are a fresher)
a. Last three months paystubs
b. CTC break-up details
c. Other cash component & benefits
d. Offer letter & relieving letter
Type here to search
9:27 PM
9/25/2020

Acknowledged by nithinpotter@gmail.com (Nithin Thota on 10/10/2018 11:57:51 AM)

amazon | Development Centre India

INTERNSHIP LETTER

Nithin Nageswara Rao Thota
flat no:4-d, block-2, ramaniyam water front, mettu street, kazipathur
chennai – 603103
TN
IND

Dear Nithin,

On behalf of **Amazon Development Centre (India) Private Limited**, a company incorporated under the laws of India, having its registered office at # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055. Karnataka India (hereinafter the "Company" or "Amazon India"), we are very pleased to issue this Internship Letter for the position of an **Intern** at **Chennai**, India.

Your internship with the Company will be subject to your acceptance of this Internship Letter and the terms and conditions set forth hereinbelow on or before 10 business days in the manner provided for by the Company.

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2.1 You will be engaged in the position of **Support Engineer - Intern**. Your manager will advise you about your duties and responsibilities after your joining with us. You will be expected to perform your duties to the best of your ability at all times as per the responsibilities

advised by your manager at the time of joining or as amended from time to time, as well as such other tasks as may be required by Amazon India.

2.2 You will be required to comply with Amazon India's rules, regulations and policies from time to time in force, including, without limitation, those policies set out in Amazon India's Policies and Procedures (as may be applicable to you), as communicated to you. Amazon India reserves the right to change Amazon India's Policies and Procedures from time to time at its sole discretion and you shall be bound by the same, so far as may be applicable to you.

2.3 You acknowledge that during the Term, as the business of Amazon India changes, it may be necessary to rotate you in other departments / units. Amazon India therefore reserves the right to change your role and responsibilities from time to time at its sole discretion and without assigning any reason, it being understood that you will not be assigned responsibilities which you cannot reasonably perform.

2.4 Unless specified in writing, you shall not be authorised to enter into any contractual obligations on behalf of Amazon India or its affiliates including creating a lien (statutory or other), security interest, mortgage, pledge, assignment, encumbrance, chattel or conditional sale or other title retention agreement or any other financial obligations or otherwise on behalf of Amazon India or its affiliates.

3. Hours of Work

The normal business hours of the office, at which you work, will apply to you and these will be advised on commencement of internship and when there is a change. You may be required to work in shifts for different workhours or workdays during the week depending on the business or team that you may be working for. You will be advised by your manager or department about such requirements at the time of joining and from time to time during the course of your internship, as appropriate. Certain business teams also operate on 24x7 basis and hence, may have rotational shifts or related requirements for their respective team members. Please refer to Amazon India's Policies and Procedures for further details.

4. Place of Work

Your initial place of work will be at Amazon India's facility in Chennai. However, you should be aware that the Company and/or its affiliates have offices throughout the world and because of the nature of your duties, the Company has the right to transfer you from one place to another or from one section to another or from one unit to any other unit of the Company, its parent

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company or to any of its sister concerns, which are either existing or may be set up in future. The decision of the Company in this regard shall be final and binding on you.

5. Remuneration

5.1 Your internship stipend will be Rs.**20,000** per month made payable in arrears and subject to all lawful deductions of tax.

5.2 Amazon India has the right to deduct from your stipend any sums which you may owe Amazon India, including without limitation, any over-payments or loans made to you by Amazon India or any demand raised by any judicial or quasi-judicial authority for your acts or omissions and / or losses suffered by Amazon India as a result of your negligence or breach of the terms contained in this Internship Letter/Amazon India's Policies (as may be applicable to you), or your failure to return Amazon India's property.

5.3 You will be reimbursed for any reasonable expenses incurred by you in the course of the performance of your internship on behalf of Amazon India, subject to your compliance with the Expenses Policy contained in Amazon India's Policies and Procedures (as may be applicable to you).

6. Leave and Benefits

You will not be entitled to any leaves or such other employee benefits during the term of your internship with Amazon India.

7. Confidential Information and Confidentiality Obligations

7.1 "Confidential Information" means and includes any information that relates to the business of the Company that is not generally available to the public. Without limiting the foregoing, Confidential Information includes:

(1) the identity of, contractual terms with, and any information relating to, the Company's business partners, customers, services clients, sellers, agents, employees, contractors, investors, joint venturers, vendors, or suppliers and the terms on which the Company does business with each such entity, or generally;

(2) computer code (including source code and object code) or software developed, modified, or used by the Company;

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(3) data of any sort compiled by the Company, including, but not limited to, data relating to products and services, advertising and marketing, and existing or prospective customers, clients, vendors, or business partners;

(4) algorithms, procedures or techniques, or the essential ideas and principles underlying such algorithms, procedures or techniques, developed by, or whose workings are otherwise known to, the Company (but excluding any public domain algorithms, procedures, or techniques), whether or not such algorithms, procedures or techniques are embodied in a computer program, including, but not limited to, techniques for identifying prospective customers, communicating effectively with prospective or current customers, reducing operating costs, or increasing system reliability;

(5) the fact that the Company uses, has used, or has evaluated for potential use any particular database, source of data, algorithm, procedure or technique, or the essential ideas and principles underlying such algorithm, procedure or technique, developed or supplied by a party other than the Company (including any algorithms, procedures or techniques in the public domain), whether or not such algorithms, procedures or techniques are embodied in a computer program;

(6) pricing or marketing strategies developed, investigated, acquired (from a third party or otherwise), evaluated, modified, tested or employed by the Company, or any information related to, or that might reasonably be expected to lead to, the development of such strategies;

(7) information about the Company's future plans, including, but not limited to, plans for expanding into new products, geographical areas, market segments, or services;

(8) any information that would typically be included in the Company's financial statements, including, but not limited to, the amount of the Company's assets, liabilities, net worth, revenues, expenses, or net income;

(9) the following information which shall hereinafter be referred to as the "Disclosure Information":

(a) any and all algorithms, procedures or techniques related to the Company's business activities or to your work with the Company, and the essential ideas and principles underlying such algorithms, procedures or techniques, conceived, originated, adapted, discovered,

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developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your internship with the Company, whether or not such algorithms, procedures or techniques are embodied in a computer program;

(b) any and all pricing or marketing strategies, the essential ideas and principles on which such strategies are based, and any information that might reasonably be expected to lead to the development of such strategies, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your internship with the Company;

(c) information relating to any and all products and services, and the essential ideas and principles underlying any and all products and services, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your internship with the Company, whether or not such products or services are marketed, sold, or provided by the Company; and

(d) any other ideas or information conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your internship with the Company, if the idea or information could reasonably be expected to prove useful or valuable to the Company;

(10) any other information gained in the course of your internship with the Company that could reasonably be expected to prove deleterious to the Company if disclosed to third parties, including without limitation, any information that could reasonably be expected to aid a competitor or potential competitor of the Company in competing more effectively with the Company;

(11) any information received by the Company from third parties, whether or not under obligation of confidentiality;

(12) any information derived from any of the above, including any intellectual property rights attached thereto; and

(13) any copies of the above mentioned information.

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7.2 Confidentiality Obligations:

(i) You acknowledge that you have acquired and/or will acquire Confidential Information during the course of, or incident to, your internship with the Company, and that the ability of the Company to continue in business could be seriously jeopardized if such Confidential Information were to be used by you or by other persons or firms to compete with the Company. Accordingly, you agree that you shall not, directly or indirectly, at any time, during the term of your internship with the Company or at any time thereafter, and without regard to when or for what reason, if any, such internship shall terminate, use or cause to be used any Confidential Information in connection with any activity or business except the business of the Company, and shall not disclose or cause to be disclosed any Confidential Information to any individual, partnership, corporation, or other entity unless such disclosure has been specifically authorized in writing by the Company, or except as may be required by any applicable law or by order of a court of competent jurisdiction, or any regulatory or governmental body. Further, you agree that you will give the Company prompt notice of any such order/direction of a court/ regulatory or governmental body so that the Company may seek relief by way of a protective order or other appropriate remedy, and further will provide any assistance which the Company may reasonably require in order to secure such order or such remedy (with your expenses reasonably incurred in providing such assistance to be reimbursed by the Company). In the event such protective order or other remedy is not obtained, you shall furnish only that portion of the Confidential Information which is legally required by the governmental entity or regulatory authority; and will use reasonable efforts to obtain confidential treatment for any Confidential Information so disclosed.

(i) During the course of your internship with the Company and at the date of termination thereof (hereinafter the "Date of Termination"), you shall promptly disclose and deliver over to the Company, without additional compensation, in writing, or in such form and manner as the Company may reasonably require, the Disclosure Information defined in Section 7.1(9) hereinabove, to the extent that such disclosure could reasonably be expected to be of interest to the Company.

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(i) Nothing in this Internship Letter shall be deemed to dilute or waive any rights related to the protection of trade secrets that the Company may have under common law or any applicable statutes.

8. Intellectual Property Rights

8.1 All patents, copyrights, trade secrets, trade/commercial names, proprietary rights, logos, slogans and all other intellectual property rights developed by or for the Company by any person, including but not limited to intellectual property rights relating to any and/or all of the Confidential Information, ("Intellectual Property Rights") shall be owned by the Company.

8.2 For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, you hereby agree to irrevocably, perpetually and unconditionally sell, assign, transfer and convey to the Company and its successors your entire right, title and interest in the Confidential Information and/or Intellectual Property Rights and any improvements thereto throughout the world, including, without limitation:

(i) all patents, copyrights, trade secrets, trade/commercial names, logos, other proprietary rights and all other intellectual property rights in the Confidential Information and all rights to secure registrations, renewals and extensions of the same;

(i) all rights to make, have made, use, practice, import, export and otherwise fully exploit the Confidential Information and any and all improvements that you or Company may hereafter make or develop;

(i) all rights to file and prosecute applications for patent, copyright and all other intellectual property protection covering the Confidential Information and improvements thereon, and the processes and designs embodied therein, in India, the United States and in every other country and jurisdiction throughout the world;

(i) all rights under any patent, copyright and all other intellectual property which may be issued on the Confidential Information or the improvements thereon, and any processes and designs therein, and all rights to enjoy the same; and

(i) all documents, notes, notebooks, drawings, schematics, prototypes, magnetically encoded media, electronically stored information, or other materials related to the Confidential Information.

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8.3 During the period of your internship with the Company and as may be reasonably necessary subsequent to your internship, you agree to cooperate with the Company as may be necessary to obtain patent, copyright and all other intellectual property protection for the Intellectual Property Rights and improvements thereto throughout the world and agree to do such further acts and execute and deliver to the Company such instruments as may be required to perfect, register or enforce the Company's ownership of the rights assigned, transferred or conveyed. If such cooperation is required after the Date of Termination, the Company shall compensate you at a reasonable rate for the time and related expenses actually spent by you at the Company's request. If you fail or refuse to execute any such instruments, you hereby appoint the Company as your attorney-in-fact to act on your behalf and to execute such instruments. This appointment shall be irrevocable and deemed to be a power coupled with an interest.

8.4 For the purposes of the assignment, transfer or conveyance referred to hereinabove, you acknowledge and covenant that your internship with the Company and the benefits received thereunder shall be treated as good and valuable consideration and that you are not entitled to any further consideration in any form or manner whatsoever in relation thereto.

8.5 Notwithstanding any other provision hereof to the contrary, this Internship Letter does not obligate you to assign or offer to assign to the Company any of your rights in an invention for which no equipment, supplies, facilities, Intellectual Property Rights, Confidential Information or trade secret information of the Company was used and which was developed entirely on your 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 or is related to, any work performed by you for the Company.

8.6 No Grant of Rights.

You agree that all rights, title and interest in the Intellectual Property Rights and Confidential Information shall be owned exclusively by the Company. Nothing herein contained shall be construed as a grant by implication, estoppel or otherwise, of a license of any kind by either you to the Company, or by the Company to you, for example, to make, have made, use or sell any product using the Intellectual Property Rights, Confidential Information, or as a license under any patent, patent application, utility model, copyright, mask work right, or any other intellectual property right.

9. Data Protection

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9.1 You authorise Amazon India to collect, process and transfer all your personal information obtained by Amazon India for the purpose of proactively managing the relationship.

9.2 You further authorise the transfer to, and storage of, your personal information in the worldwide database currently located in Seattle, Washington, U.S.A. (or such other location as Amazon India determines from time to time). Human Resources and selected management throughout the Amazon group worldwide will be authorised to access this database.

10. Exclusivity

During your internship, you will be required to devote your full time, attention and abilities to your assignment, and to act in the best interests of Amazon India at all times. You shall not, without the written consent of Amazon India, be in any way directly or indirectly engaged or concerned in any other business or undertaking or undertake any internship therein.

11. Relationship of parties

This internship opportunity neither creates the relationship of employer and employee between the Company and you, nor does it assure or guarantee future employment with the Company.

12. Termination of Internship

12.1 Your internship will automatically end on **07-Jun-2019**, unless terminated earlier as per the provisions of this Section.

12.2 This Internship Letter may be terminated either by the Company or by you at any point of time during the Term, without providing any reasons for such termination. Such termination shall be valid and effective only if communicated to the other party in writing at least one day prior to the date of termination.

12.3 On the expiry or sooner termination of your internship for any reason whatsoever, you will return to Amazon India, without delay, all assets belonging to Amazon India, correspondence, records, specifications, models, notes, formulations, lists, papers, reports and other documents and all copies thereof and other property belonging to Amazon India or relating to its business affairs or dealing which are in your possession or under your control. At Amazon India's option, you agree to provide a written certification of your compliance with this Section. Further, you agree to sign a termination certificate in accordance with Amazon India's Policies and Procedures, which will reaffirm your compliance of your post-termination obligations, including return of Amazon India's

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property/properties and releasing Amazon India from all claims, liabilities and obligations. Where Amazon has made any excess payment to you as part of your relieving formalities, whether or not such excess payment is termed "Full and Final Settlement", you shall be obligated and liable to repay such excess amount forthwith upon being notified by Amazon.

13. Background Investigation

13.1 It is Amazon India's policy to investigate all its new interns. Your internship is conditional upon the information contained in your application form and/or curriculum vitae being true and accurate, including (but not limited to) your educational and professional qualifications, the documents furnished by you being genuine, and upon reference checks to be conducted by Amazon India being successfully completed.

13.2 You authorise Amazon India to conduct such searches with government or enforcement authorities as are necessary to enable it to verify that you do not hold any criminal convictions.

14. Foreign Nationals

14.1 In case you are not an Indian national and, under any law, are required to obtain applicable visa / work permit / authorisation or permission from appropriate government authorities to work in India, you are required to ensure all such permissions are obtained before commencement of internship with Amazon India.

14.2 You are also required to ensure all future correspondence and permissions for continued stay and internship in the country as per the governing law are complied with at all times. If required, Amazon shall be at liberty to demand copies / originals of such permission.

14.3 It is made clear that possessing valid work permit / authorisation at all times of your internship is an inherent requirement of your internship with Amazon India. Any time after the execution of this Internship Letter, if it is found that you do not have required work permit / visa, Amazon India shall terminate your internship, without notice, with immediate effect, without any liability towards you.

15. Representations and Warranties

You hereby represent and warrant to the Company that:

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15.1 you shall not, during the course of your internship with the Company, use or disclose any document/s that in any way constitutes confidential, proprietary of trade secret information of a third party, except pursuant to written authorization by such third party to do so;

15.2 you are not in unauthorized possession or control of any document/s that in any way constitutes confidential, proprietary of trade secret information of a third party;

15.3 You confirm that there are no other agreements executed by you with third parties that conflict with the terms and conditions of your internship with Amazon India or that restrict your ability to execute this Internship Letter.

15.4 You hereby represent and warrant that the information furnished by you for the purpose of your internship with the Company is true and correct to the best of your information, knowledge and belief.

16. Notices

All notices issued by you to the Company or by the Company to you shall be sent either by registered post, courier through a recognised courier service provider or email transmission which shall be deemed to have been received the next working day provided the notice is also sent by registered post the next working day after email transmission.

17. Waiver

Failure of the Company to insist upon strict adherence of any term of this Internship Letter on any occasion/s shall not be considered a waiver thereof or deprive the Company of the right thereafter to insist upon strict adherence to that term or any other term of this Internship Letter.

18. Severability

The holding of any provision of this Internship Letter to be illegal, invalid, or unenforceable by a court of competent jurisdiction shall not affect any other provision hereof, which shall remain in full force and effect.

19. Liability for Breach

You acknowledge and accept that your breach of any of the terms contained in this Internship Letter and/or Amazon India's Policies and Procedures (as may be applicable to you) may cause

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the Company irreparable harm for which there is no adequate remedy at law, and therefore, the Company shall be entitled to the issuance by a court of competent jurisdiction of an order of injunction, restraining order, or other equitable relief in favor of itself, without the necessity of posting a bond, restraining you from committing or continuing to commit any such violation. Exercise or waiver by the Company of its rights to obtain an injunction, restraining order, or other equitable relief hereunder shall not be deemed a waiver of any right to assert any other remedy the Company may have at law or in equity. In any legal action or other proceeding by the Company against you in connection with this Internship Letter (e.g., for recovery of damages or other relief), the Company will be entitled to recover its reasonable attorneys' fees and other costs incurred.

20. Governing Law and Jurisdiction

Your internship, and any disputes which may arise under, out of, or in connection with your internship, shall be governed by and construed in accordance with the laws of India; and the Courts having territorial jurisdiction over the registered office of the Company shall alone have exclusive jurisdiction to try and entertain such disputes to the exclusion of any other Courts situated elsewhere.

21. Agreement/Modifications

The terms described in this Internship Letter and in Amazon's Policies and Procedures (as may be applicable to you), will cumulatively constitute the terms of your internship, and shall supersede any previous discussions, offers, or agreements relating to your internship, or the subject matter hereof. Any additions to, deletions of, or modifications of these terms are valid and effective only if the same are carried out in writing and signed by you and an officer of Amazon India.

22. Headings

The Section headings appearing in this Internship Letter are used for convenience of reference only and shall not be considered a part of this Internship Letter or in any way modify, amend or affect the meaning of any of its provisions.

23. Survival

Your obligations under Sections 7, 12, 17, 18, 19, 20 and this Section 23 hereof shall survive the termination of this Internship Letter and of your internship with the Company.

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amazon | Development Centre India

You undertake to be bound by any rules and regulations enforced by Amazon India from time to time in relation to the conduct, discipline, medical leave and holidays or on any matters relating to service conditions which will be deemed as rules, regulations and order as a part of these terms of internship.

For and on behalf of Amazon Development Centre (India) Private Limited

AUTHORIZATION

By

Signed by:KARTIK KUMAR AGARWAL
Date: 2018.10.08 10:20:59 +05:30
Location: India

ACCEPTANCE

I acknowledge receipt of this Internship Letter and, after reading and understanding the same, I accept the same on the terms set out herein.

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Atos | Syntel

28th March, 2019

Intent to Offer

This Offer / Letter of Intent is valid for 6 weeks from the date of issuance.

Dear Alavala Prameelanjali,

Syntellect ID: SBE1945002

Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (AC1)** with Syntel Private Limited ("Company").

Upon your acceptance of this Intent to offer and subject to you meeting all the applicable requirements under this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. Please note that, unless you receive a definitive offer letter this Intent to offer is merely to record the intended offer of employment and it shall not be construed as an employment with company nor it will be a legally binding offer/contract of employment.

The contents of this Intent to Offer are strictly confidential between you and the Company. Please treat this Intent to Offer and the contents hereof as personal and confidential.

This Offer of Intent is valid subject to:

a) Your successful completion of the **Graduate/Diploma/Post-Graduate** program within the stipulated period of 8 semesters / 6 semesters as the case may be, with a minimum percentage of **60%**; and no standing backlogs.
b) You successfully clearing the medical test if the company so desires and you being found and remaining medically (both physically and mentally) fit.
c) You are producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company.

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The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case

Your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Company family and look forward to a very fruitful association with you.

Yours Sincerely,

For Syntel Pvt. Ltd,

Adarsh Krishna

Head – Global Recruitment

I have read this Offer of Intent and accept the stipulated terms and conditions

Signature

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Encl: Annexure

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ANNEXURE A

SALARY DISTRIBUTION

Name : Alavala Prameelanjali			
Designation : Associate Consultant	-		
Band : AC1	-		
Pay and Allowances	**%**	**Monthly**	**Yearly**
Basic Pay (A)	40%	9,033	108,400
HRA (B)	50%	4,517	54,200
Meal Allowance (CC)	-	1,500	18,000
Special Allowance (D)	-	2,830	33,960
City Allowance (EE)	-	903	10,840
Bonus (F)	-	2,000	24,000
Co.'s Contribution to PF (G)	-	1,800	21,600
Transport Expenses	-	1,600	19,200
Medical Reimbursement Expenses	-	1,250	15,000
	-		
Sub-Total - I (H)	100%	**25,433**	**305,200**
	-		
Reimbursements and Other Benefits	-		
Leave Travel Assistance	-	400	4,800
Sub-Total - II	-	**400**	**4,800**
	-		
Total Compensation (I + II)	-	**25,833**	**310,000**

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ANNEXURE B

We would also like you to brush up your concepts on the below foundation skills – your expertise on the aforesaid topics could enable you get an opportunity to work on some in-demand skills which are critical to the organization. You would have an opportunity to be fast tracked into training and get assigned to projects sooner.

SQL	DML, DDL, DQL, TCL, DCL, Sub Query, Joins, Sets, Date & String Functions, Constraints
HTML5	Form Elements & Attributes, Video, Audio, Events, Doctypes
CSS3	Selectors, Box Model, Backgrounds
Java Script	Statements, Functions, Events, Array, Date, Conditions
JS JSON	JSON basic, JSON vs XML
Core Java	OOPS concepts, Access Specifiers & Modifiers, Packages, Exception Handling, Collections, JDBC

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28th March, 2019

Intent to Offer

This Offer / Letter of Intent is valid for 6 weeks from the date of issuance.

Dear Akshith Kumar Manchala,

Syntellect ID: SBE1940775

Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (AC1)** with Syntel Private Limited ("Company").

Upon your acceptance of this Intent to offer and subject to you meeting all the applicable requirements under this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. Please note that, unless you receive a definitive offer letter this Intent to offer is merely to record the intended offer of employment and it shall not be construed as an employment with company nor it will be a legally binding offer/contract of employment.

The contents of this Intent to Offer are strictly confidential between you and the Company. Please treat this Intent to Offer and the contents hereof as personal and confidential.

This Offer of Intent is valid subject to:

a) Your successful completion of the **Graduate/Diploma/Post-Graduate** program within the stipulated period of 8 semesters / 6 semesters as the case may be, with a minimum percentage of **60%**; and no standing backlogs.
b) You successfully clearing the medical test if the company so desires and you being found and remaining medically (both physically and mentally) fit.
c) You are producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company.

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case

Your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Company family and look forward to a very fruitful association with you.

Yours Sincerely,

For Syntel Pvt. Ltd,



Adarsh Krishna

Head – Global Recruitment

I have read this Offer of Intent and accept the stipulated terms and conditions

Signature

Encl: Annexure

ANNEXURE A

SALARY DISTRIBUTION

Name : Akshith Kumar Manchala			
Designation : Associate Consultant	-		
Band : AC1	-		
Pay and Allowances	**%**	**Monthly**	**Yearly**
Basic Pay (A)	40%	9,033	108,400
HRA (B)	50%	4,517	54,200
Meal Allowance (CC)	-	1,500	18,000
Special Allowance (D)	-	2,830	33,960
City Allowance (EE)	-	903	10,840
Bonus (F)	-	2,000	24,000
Co.'s Contribution to PF (G)	-	1,800	21,600
Transport Expenses	-	1,600	19,200
Medical Reimbursement Expenses	-	1,250	15,000
	-		
Sub-Total - I (H)	**100%**	**25,433**	**305,200**
	-		
Reimbursements and Other Benefits	-		
Leave Travel Assistance	-	400	4,800
Sub-Total - II	-	**400**	**4,800**
	-		
Total Compensation (I + II)	-	**25,833**	**310,000**

ANNEXURE B

We would also like you to brush up your concepts on the below foundation skills – your expertise on the aforesaid topics could enable you get an opportunity to work on some in-demand skills which are critical to the organization. You would have an opportunity to be fast tracked into training and get assigned to projects sooner.

SQL	DML, DDL, DQL, TCL, DCL, Sub Query, Joins, Sets, Date & String Functions, Constraints
HTML5	Form Elements & Attributes, Video, Audio, Events, Doctypes
CSS3	Selectors, Box Model, Backgrounds
Java Script	Statements, Functions, Events, Array, Date, Conditions
JS JSON	JSON basic, JSON vs XML
Core Java	OOPS concepts, Access Specifiers & Modifiers, Packages, Exception Handling, Collections, JDBC

28th March, 2019

Intent to Offer

This Offer / Letter of Intent is valid for 6 weeks from the date of issuance.

Dear N Sasi Kiran,

Syntellect ID: SBE1944438

Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (AC1)** with Syntel Private Limited ("Company").

Upon your acceptance of this Intent to offer and subject to you meeting all the applicable requirements under this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. Please note that, unless you receive a definitive offer letter this Intent to offer is merely to record the intended offer of employment and it shall not be construed as an employment with company nor it will be a legally binding offer/contract of employment.

The contents of this Intent to Offer are strictly confidential between you and the Company. Please treat this Intent to Offer and the contents hereof as personal and confidential.

This Offer of Intent is valid subject to:

a) Your successful completion of the **Graduate/Diploma/Post-Graduate** program within the stipulated period of 8 semesters / 6 semesters as the case may be, with a minimum percentage of **60%**; and no standing backlogs.
b) You successfully clearing the medical test if the company so desires and you being found and remaining medically (both physically and mentally) fit.
c) You are producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company.

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case

Your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Company family and look forward to a very fruitful association with you.

Yours Sincerely,

For Syntel Pvt. Ltd,



Adarsh Krishna

Head – Global Recruitment

I have read this Offer of Intent and accept the stipulated terms and conditions

Signature

Encl: Annexure

ANNEXURE A

SALARY DISTRIBUTION

Name : N Sasi Kiran			
Designation : Associate Consultant	-		
Band : AC1	-		
Pay and Allowances	**%**	**Monthly**	**Yearly**
Basic Pay (A)	40%	9,033	108,400
HRA (B)	50%	4,517	54,200
Meal Allowance (CC)	-	1,500	18,000
Special Allowance (D)	-	2,830	33,960
City Allowance (EE)	-	903	10,840
Bonus (F)	-	2,000	24,000
Co.'s Contribution to PF (G)	-	1,800	21,600
Transport Expenses	-	1,600	19,200
Medical Reimbursement Expenses	-	1,250	15,000
	-		
Sub-Total - I (H)	**100%**	**25,433**	**305,200**
	-		
Reimbursements and Other Benefits	-		
Leave Travel Assistance	-	400	4,800
Sub-Total - II	-	**400**	**4,800**
	-		
Total Compensation (I + II)	-	**25,833**	**310,000**

ANNEXURE B

We would also like you to brush up your concepts on the below foundation skills – your expertise on the aforesaid topics could enable you get an opportunity to work on some in-demand skills which are critical to the organization. You would have an opportunity to be fast tracked into training and get assigned to projects sooner.

SQL	DML, DDL, DQL, TCL, DCL, Sub Query, Joins, Sets, Date & String Functions, Constraints
HTML5	Form Elements & Attributes, Video, Audio, Events, Doctypes
CSS3	Selectors, Box Model, Backgrounds
Java Script	Statements, Functions, Events, Array, Date, Conditions
JS JSON	JSON basic, JSON vs XML
Core Java	OOPS concepts, Access Specifiers & Modifiers, Packages, Exception Handling, Collections, JDBC

Candidate ID: 2942293 /520345,

Date of Joining: 09/24/2019,

Joining Location: Chennai-PCT,

Designation: Analyst,

Dear Akhilesh.S,

To ensure that you experience a smooth onboarding, we would like to help you with a brief agenda for your day one at Capgemini.

1.	Welcome Address
2.	Verification of master data sheet, which contains your detailed information.
3.	Verification of joining documents*
4.	Receipt of employee handbook and visitor-cum-bus pass
5.	Submission of signed documents
6.	Receipt of hard copy of offer letter
7.	ID cum access card formalities
8.	Bank account opening formalities
9.	Meeting the buddy

Please report by 8:30 am at Chennai-PCT office, for joining formalities as per the address mentioned below:

Address

B-45 & B-46, SIPCOT IT Park,
Old Mahabalipuram Road, Siruseri, Chennai – 603103, India

Please carry a complete set of original and photocopied documents (2 sets) as specified below.

1.	Hard copy / email copy of Capgemini offer letter shared with you
2.	Employment Documents: **Current Employment(Immediate Previous)** a) Relieving letter /Experience Certificate(if both these documents are not there, Resignation Acceptance Resignation acceptance mail is mandatory/Automated Copy of email resignation/Approved mail resignation (mentioning of last working day from the HR is mandatory) b) Payslips for last 3 months c) Form 16 d) Salary Account 6 months Bank Statement e) Letter of appointment/Offer letter from employer which captures start date **Previous Employment** Service/Relieving Certificate all employments- Mentioning date of joining ,designation and last working day
3.	**Education Documents** a) 10 Marksheet and certificate. b) 12th marksheet and Certificate. c) Graduation Marksheets and certificate/Diploma certificate. d) Post-Graduation Marksheets and degree certificate(If applicable) e) Any other relevant certificate
4.	**Proof of identity/ Address** a) PAN Card b) AADHAR Card c) Passport In case any of the proof of Identity/Address mentioned above not available then any TWO of the below proofs i) Voters Id ii) Driving License iii) Ration card iv) Electricity Bills v) Gas card vi) Notarized Self Affidavit
5.	Passport size photographs(6 nos)
6.	**Self Employed/CO-owner/Freelancing/ Partnership employment(s)(if applicable)** a) Form 16/Form 26AS b) Bank statement for 6 months c) Shop License
7.	Cancelled Cheque of Saving Bank Account having IFSC Code details - Mandatory
8.	Details of your Provident Fund, Employees' Pension Scheme and Universal Account Number, if earlier member PF/EPS scheme Mandatory.

Please note that Capgemini may ask you to submit additional documents as and when required, especially with respect to the Background verification process.

In the absence of the above listed documents your onboarding may be delayed or deferred.

Kindly note:

- Capgemini has a dress code policy and you need to always dress in formal attire.
- If you are driving to office on the first day, please ensure you are there by 8:15AM, and contact security at the main gate for your entry pass.

Best Regards,
Team HR
The information contained in this message is proprietary and confidential. Copyright © 2013. All rights reserved by Capgemini.

EMPLOYMENT OFFER LETTER

Capgemini Ref: 2942293 /520345,

09/23/2019,

Akhilesh.S
13/2 mb street,near lord venketeshwara
temple,hanuman junction,haddo,port blair,Andaman,
India

Confidential

Dear Akhilesh.S,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with **Capgemini Technology Services India Limited** (**'Capgemini'** or **'Company'**) starting from **09/24/2019** (or such other date as may be communicated to you by the Company), as per details given below.

A) Your current designation will be **Analyst**/**A4**

B) You will be required to work at the Company's offices in location **Chennai-PCT**

C) On joining you will be under probation for 6(six) months from the date of joining. During this period your all-inclusive Annual target compensation (on a cost to company basis) will be **INR 300,002.00 (Rupees Three Lakh and Two only).** Please refer **Annexure-A** for details. Subsequent to your successful completion of training and probation after six months from your date of joining, your all-inclusive annual target compensation (on a cost to company basis) will be revised to **INR 380,006.00 (Rupees Three Lakhs Eighty Thousand and Six only**). Please refer **Annexure -B** for details.

Your compensation shall be paid on a monthly basis, in arrears. The company shall deduct tax at source at the time of making payment.

The breakup of your all-inclusive annual target compensation is as follows:

Annexure - A

Akhilesh.S

Analyst

Total Cost to Company (CTC). **Rs.300,002.00**

Monthly Components	**Per Month**	**Annualized**
Basic	Rs 10,000.00	Rs 120,000.00
House Rent Allowance	Rs. 4,089.00	Rs 49,068.00
Other Reimbursements & Allowances#	Rs. 0.00	Rs.0.00
Personal Allowance	Rs. 5,000.00	Rs. 60,000.00
Advance Statutory Bonus	Rs. 2,980.00	Rs. 35,760.00
Gross monthly salary	**Rs.22,069.00**	**Rs. 264,828.00**
Statutory payments ++		
Capgemini's contribution to PF ++	Rs.1,800.00	Rs.21,600.00
Gratuity (accrual only)		Rs.5,772.00
Total Fixed Compensation		**Rs.292,200.00**
Total Cash Compensation		**Rs.292,200.00**
Benefits		
Medical, Accident & Life Insurance Premium		**Rs.** 7,802.00
Capgemini contribution to ESI		Rs.0.00
Total Cost to Company		**Rs. 300,002.00**

Total Cost to Company		**Rs. 300,002.00**

Annexure - B

Akhilesh.S

Analyst

Total Cost to Company (CTC).

Rs.380,006.00

Monthly Components	**Per Month**	**Annualized**
Basic	Rs.10,860.00	Rs.130,320.00
House Rent Allowance	Rs.5,430.00	Rs.65,160.00
Other Reimbursements & Allowances#	Rs.5,285.00	Rs.63,420.00
Personal Allowance	Rs.4,140.00	Rs.49,680.00
Advanced Statutory Bonus	Rs.2,980.00	Rs.35,760.00
Gross monthly salary	**Rs.28,695.00**	**Rs.344,340.00**
Statutory payments ++		
Capgemini's contribution to PF ++	Rs.1,800.00	Rs.21,600.00
Gratuity (accrual only)	Rs.522.00	Rs.6,264.00
Total Fixed Compensation	**Rs.31,017.00**	**Rs.372,204.00**
Special Incentives##	Rs.0.00	Rs.0.00
Total Cash Compensation	**Rs.31,017.00**	**Rs.372,204.00**
Benefits		
Medical, Accident & Life Insurance Premium		Rs.7,802.00
Capgemini contribution to ESI		Rs.0.00

Total Cost to Company		**Rs.380,006.00**

You may choose any of the following optional instruments that are a part of the Other Allowance & Reimbursements. Balance amount that is not claimed will be paid as Taxable on monthly basis after withholding taxes. For details on claiming these instruments please check the Other Allowance and Reimbursements FAQ and Claim Forms.

Other Allowance & Reimbursements	Annualized
Telephone	19,800.00
LTA	60,000.00
Meal Coupons	24,000.00
Vehicle Reimbursement	21,600.00

Notes:

1. The payroll processing will be as per Company policy notified from time to time.

2. Employees should decide on the Other Allowances and Reimbursements (OAAR) at the time of joining; any changes will be accepted as per Company policy applicable from time to time.

3. For claiming tax benefit in case of admissible allowances and reimbursements (eg. LTA, telephone etc), you will have to submit supporting (bills) to the Company's satisfaction along with the reimbursement claim form in the prescribed format and within the timeline stipulated by the Company. The reimbursements will be processed as per the applicable Company's policies, which are subject to change without notice. The payments described above will not be further grossed up for taxes and you will be responsible for the payment of all taxes due with respect to such payments, which will be deducted at source as per the applicable law. In case of any under-withholding, you shall be responsible to pay the necessary tax and any interest/penalty thereon.

4. In cases where Permanent Account Number (PAN) is not produced, highest tax rates will apply to all amounts on which tax is deductible at source under the applicable tax law.

5. The Company reserves the right to change the compensation structure and/or the compensation components from time to time.

++ These statutory payments are included based on current applicable practice and law and are subject to changes based on changes in law from time to time. Also, please further note, that any changes /modification to statutory payments, due to change and/or amendment in law, shall not be treated as change in service condition(s) and therefore no notice of such change will be provided to you. However,Company shall endeavor to inform you, via separate email communication, aboutany changes/ modification to statutory payment.

++ Employee's contribution towards PF and ESI will be made from the monthly salary. If employee moves out of ESI coverage on account of his/her salary crossing the defined threshold, deduction of employer and employee's contribution would continue up to the ESI contribution cycle defined by law.

** This is the maximum limit you are eligible for. You may choose any of the following optional components under 'Other Allowance & Reimbursements' Non taxable components (except Meal Coupons) would be paid based on a claim by employee through payroll. Taxable component would be paid on a monthly basis. All payments will be based on Company's policies.

D.) The following elements are included in the compensation package stated above:

1. Provident Fund- You will be covered under the Capgemini Technology Services India Limited Employees' Provident Fund (PF) scheme wherein, the Company will contribute towards PF at the statutory rate as may be defined by the government from time to time. Your contribution and the Company's contribution have been included as a part of the above-mentioned compensation.

2. Gratuity- Upon cessation of employment after completion of continuous service of at least five (5) years with the Company, you will be eligible for gratuity as per the Payment of Gratuity Act. The amount towards gratuity accrual forms a part of the above-mentioned compensation.

3. ESIC- In the event you are eligible, you will be covered under the Employees' State Insurance Act wherein, the Company will contribute towards ESIC at the statutory rate. Your contribution and the Company's contribution form a part of the above-mentioned compensation.

NOTE:

a.) All statutory payments are demonstrated based on current applicable practice and law and may be subject to changes based on changes in law from time to time. Further, any changes/modification to statutory payments, due to change and/or amendment in law, shall not be treated as change in service condition(s) and therefore no notice of such change will be provided to you. However, Company shall endeavor to inform you, via separate communication, about any changes/modification to statutory payment.

E.) As an employee of the Company, you shall be entitled to the following benefits subject to any change made by the Company from time to time:

1. Group Medical Insurance- In accordance with the Company's policy, you and your immediate family (as defined in the Company's policy) shall be covered under the Medical Insurance policy held by the Company. Additionally, if you are required to travel abroad, you may be covered under the Company's Overseas Medical Insurance Policy.

2. Group Personal Accident Insurance- You shall be covered under the Personal Accident Insurance Policy held by the Company.

3. Group Term Life Insurance- You shall also be covered under the Group Term Life Insurance Policy held by the Company.

4. Transport Facility- Bus transport facility may be available, by paying nominal charges as per Company's policy, on various routes at different Company locations. If you opt for the facility, the applicable charges will be deducted from your salary in the monthly payroll.

5. Annual Leave/Public Holidays- You will be eligible for annual leaves and public holidays as determined by the Company's Leave Policy which is subject to change from time to time.

If you become indebted to the Company for any reason, the Company may, if it so elects, set off any sum due to the Company from you against the compensation payable to you and collect any remaining balance from you.

F.) Probationary Period:

1. You will be on probation for a period of six months from your date of joining the Company and continuity of your employment with the Company is dependent on confirmation of your employment. The Company reserves the right to revise the probation period depending on your performance and/or other consideration.
2. At any time during your probation period the Company may confirm your employment by way of a written communication, if your performance is found to be satisfactory. Your probation shall be deemed extended, for a period not exceeding 30 days, in a situation where you do not receive the aforesaid written communication from the Company.

G.) Performance Review: You will be eligible to participate in Company's performance review process as per Company policy.

H.) Conditions of hire:

1. Your employment with the Company will be subject to the following pre-conditions:

   a. You will submit relevant documents as mandated by the Company;

   b. You obtain requisite certification or complete mandated assessments which are basis for offering you employment opportunity with the Company;

   c. You obtain a clear discharge and/or relieving letter from your most recent employer (prior to joining the Company). Nevertheless you must submit a clear discharge and/or relieving letter within fifteen (15) days of joining the Company;

   d. You represent that acceptance of employment with the Company does not breach any terms/provisions of your previous employment agreement or any other agreement to which you are bound.

   e. You acknowledge that the Company has offered you employment based on the fact that there are no pending claims, actions, suits or proceedings against you which might reasonably be expected to have an adverse effect on your ability to perform your duties hereunder and/or upon the Company.

   f. You provide two satisfactory references, one being from your most recent employer (prior to joining Capgemini);

   g. Your background verification check (including address, academics, employment, criminal etc as applicable) conducted by the Company is cleared; and

   h. You represent that you have not been involved in any fraud, unethical and/or immoral acts, departmental inquiry in your previous employment(s) and/or been part of any pending investigation (whether judicial, quasi-judicial or otherwise) which you have not disclosed from the Company prior to your joining.

   i. Your employment shall be subjected to the below-mentioned additional terms and conditions.

   a.You should clear the final degree examination and submit your degree marks sheet and/or certificate, as a proof of passing. In the event you fail to clear the final examination in the first attempt or fail to submit the proof of the same

by 30-October-2019, our Offer shall stand automatically revoked or otherwise your employment with the Company shall cease immediately without any further obligation or liability upon the Company.

b.You will be required to clear the mandatory Entry Level Certification Training Test of the Company in the first attempt. The details of the mandatory certification and the test will be communicated to you upon your joining the Company. If you do not successfully clear such test, your employment with the Company shall cease immediately without any further obligation or liability upon the Company.

c.As a condition of your employment with the Company, you will be required to undergo certain specialized training, certification and/or skill up gradation, at the cost, resource and expense of the Company. In consideration thereof, you shall be required to sign a training agreement or service agreement with the Company, and inter alia provide a commitment to work for the Company for 24 months, failing which there would be certain monetary liabilities that you would need to bear. Prior to acceptance of our Offer, you may request HR Department for more details in this respect including draft of such an agreement, for your review.
You fill the complete Back ground verification link given along with the welcome mail of the offer.

j. You have achieved minimum 60% aggregate in all semesters of your graduation.

k. You submit the following mandatory documents before the date of joining..

1. Highest Degree/Provisional Certificate and Final year Mark sheet.

2.In case you do not have the Education documents on the Day of joining, you should submit the same to the HR not later than 3 months from Date of Joining.

l. You will join our Fresher training and for successful completion of training you will be evaluated upon defined parameters and will be required to score a minimum percentage. Details pertaining to fresher training will be provided to you separately at the time of on-boarding.

2. Your employment is inter alia based on the information furnished by you to the Company including declarations and undertakings thereto. If at any time during your employment with the Company, the Company discovers that you have furnished any false, fake, forged information (including documentation) for securing employment with the Company or otherwise, the Company reserves the right to take disciplinary action against you, including, but not limited to, right to terminate your employment without notice and your employment with the Company will be void ab-initio.

I.) Your employment with the Company will also be governed by the terms and conditions of employment contained in **Exhibit 1** attached hereto.

J.) The Company's address for sending notice in relation to your employment is as below:

Kind Attn: Head - Human Resources

Address: Capgemini Technology Services India Limited,
Capgemini Knowledge Park, IT 3 IT 4, SEZ, Thane-Belapur Rd, TTC Industrial Area, Airoli, Navi Mumbai, Maharashtra 400708

Email: hremployeeservices.in@capgemini.com

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 our people the opportunity to pursue their careers, to achieve their personal best, and to balance their personal and professional goals. 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 a token of your acceptance of our offer of employment 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 offer shall automatically lapse unless (i) you confirm your acceptance of it and return a copy to us within the prescribed time and (ii) you join us on or before your date of joining stated in this Employment Offer Letter.

For Capgemini Technology Services India Limited



Anilkumar Singh
Head - Talent Acquisition & Resourcing

Acceptance

I have read and understood the contents of this Employment Offer Letter and Exhibits hereto (hereinafter 'Letter ') and accept all the terms and conditions of this Letter in its totality. I confirm that there are no other oral/written understandings other than as detailed herein between me and Capgemini Technology Services India Limited.

This Letter supersedes all previous agreements (written or oral) between the parties in relation to the subject-matter. I confirm that I am not breaching any terms or provisions of any prior agreement or arrangement by accepting this offer.

_____

Name: **Akhilesh.S**

Date: 09/23/2019

EXHIBIT 1

Terms & Conditions of Employment with Capgemini Technology Services India Limited

1. CURRENT WORK LOCATION:

1.1 Capgemini Technology Services India Limited (**"Capgemini"** or **"Company"**) may require you to work at other Company locations and/or on customers' sites both, within or outside India. The Company shall seek to give you reasonable notice of extensive travel requirements, and to take into account your personal circumstances where appropriate.

1.2 Depending upon exigencies of business you may be transferred/deputed, at Company's sole discretion, within India or outside by the Company in any capacity as the Company may desire from time to time, from:

a) one location to another; or

b) one team/department/account/function/Business Unit to another; or

c) one project/job to another; or

d) the Company to any other group entity or affiliate or any other business associate as the Company may deem appropriate from time to time.

1.3 Such transfer/deputation/assignment/relocation shall not entitle you to ask for revision in your salary or any terms or conditions of your service. The Company does not guarantee the continuation of any benefits or perquisite at the new location. In all such cases of transfer/deputation/assignment/relocation you will be governed by the relocation policies and policies of the Company existing at that time. Consequent to such transfer/deputation/assignment/relocation, you will be governed by the terms and conditions of service as applicable to your category of employees in the new location (which includes but is not limited to office days/hours and holidays).

2. DUTIES AND RESPONSIBILITIES:

2.1 You shall devote your skill, knowledge and working time to the conscientious performance of your duties and responsibilities towards the Company. You shall perform your duties with diligence, devotion and discretion. You shall comply with all directions given to you by your reporting manager/supervisor and shall faithfully observe all the rules, regulations and Company policies. Further, the Company may, at any time, in its sole discretion, suitably modify your roles, responsibilities and duties.

3. COMPENSATION:

3.1 Your all-inclusive annual target compensation and corresponding details are provided in the Employment offer letter.

4. TRAINING:

4.1 During the term of your employment, the Company may offer you an opportunity to undergo certain specialized training, certification and/or skill upgradation from time to time, which shall inter alia enhance your career opportunities at the Company and otherwise. In case you accept the Company's offer for training, the Company is likely to incur expenses including in relation to training costs, course fees, recruitment and induction costs, salary and benefits during training period, opportunity loss, etc. Depending on the nature of training/certification and corresponding cost and expenses, the Company may require you to execute training agreement with the Company for a specific period (which will be indicated to you at that time) in consideration of the cost the Company would be incurring for such training/certification. Under such training agreement, you shall agree to inter alia serve a minimum term of employment with the Company, failing which you will be required to reimburse the Company for the cost of training/certification identified in the training agreement and any other costs related to the training/certification.

5. COVENANTS AND REPRESENTATIONS:

5.1 You also agree that during the term of your employment with the Company and for twelve (12) months after the cessation of employment, regardless of the reason of cessation of employment, you will not:

a.) directly or indirectly, on your own behalf or on behalf of or in conjunction with any person or legal entity, recruit, hire, solicit, or induce, or attempt to recruit, hire, solicit, or induce, any employee of the Company with whom you had dealings, personal contact or supervised while performing your duties or otherwise, to terminate their employment relationship with the Company;

b.) directly or indirectly, solicit or attempt to solicit business, customers or suppliers of the Company or of its affiliates;

c.) directly or indirectly, solicit or attempt to solicit or undertake employment with any client of the Company or any organization where you have been taken or sent for training, deputation or secondment or professional work by the Company; and

d.) provide or attempt to provide professional services similar to those provided by the Company to its current or prospective customers, with whom you (i) had business interactions or any other dealings on behalf of the Company during your employment with the Company and/or (ii) had been directly associated with the customer in relation to a project.

5.2 You and the Company acknowledge and agree that the duration and scope of the Covenants contained herein are fair and reasonable. Accordingly, you and the Company agree that, in the event that any of the covenants contained herein are nevertheless determined by a judicial or quasi judicial body to be unenforceable because of the duration or scope thereof, the judicial or quasi judicial body making such determination may reduce such duration and/or scope to the extent necessary to enable such judicial or quasi judicial body to determine that such covenant is reasonable and enforceable, and to enforce such covenant as so amended

5.3 You will also be governed by all applicable rules, processes, procedures, and policies (including but not limited to Information Security Management System (ISMS) policies and procedures, Code of Business Ethics of the Company, which are not specifically mentioned in this Letter. The applicable rules/processes/procedures/policies are available on the Company's Intranet and you are expected to go through the same carefully. For any clarification in relation to applicable rules/processes/procedures/policies, please get in touch with concerned department. If at anytime 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 right to terminate your employment without notice.

5.4 Capgemini prides itself as a company with the highest order of ethical conduct in its dealings with employees, customers, service

provider, agents, governments or any other third party. It is important that you fully understand this philosophy and the relevant policies. If at anytime during your employment with the Company, you are found to be in violation of such policy and/or generally accepted ethical/moral standards, the Company reserves the right to take disciplinary action against you, including right to terminate your employment without notice.

5.5 You declare that you are medically fit to carry out the duties expected of you by the Company. You represent that you have no communicable disease and you are not addicted to drugs or any other substance of abuse. During the term of your employment with the Company, you are required to be medically fit to perform the duties assigned to you from time to time. As to whether you are medically fit, is an issue which will be professionally determined by the Company and you shall be bound by such determination. The Company may require you to undergo periodical medical examination as and when intimated to you by the Company.

5.6 You represent that you are not in breach of any contract with any third party or restricted in any way in your ability to undertake or perform your duties towards the Company. You covenant that you will be fully responsible for any personal liabilities that may arise as the result of an agreement or arrangement between you and any third party and that the Company will in no way be concerned with such liabilities.

5.7 You will at all times maintain your ability to be employable and in the event of any change in your personal circumstances resulting in possible alteration to the employability status, you will keep the Company informed in writing about such change.

5.8 During your employment with the Company, to meet the exigencies of business, the Company may require you to (i) work on any project that you are assigned to, on any technical platforms/skills and nature of the project or (ii) work night hours or (iii) work in shifts (including night shifts).

5.9 Regardless of any secondment to any of the Company's affiliated entity/business associate/joint venture or where you may be required to work overseas for any such entity for an extensive period, you shall at all times remain an employee of the Company exclusively and shall not be entitled to any such foreign salary or benefits (including medical insurance, green card sponsorship, etc.) payable or applicable to employees of such other Capgemini entities other than the salary and benefits specified in the Employment Letter and/or the salary and benefits that may be determined by Capgemini and communicated to you in writing.

5.10 Unless specifically 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. You shall also not enter into any commitments or dealings on behalf of the Company for which you have no express authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous sanction of the Company.

5.11 During the period of employment, you agree not to draw, accept or endorse any cheque or bill on behalf of the Company or, in any way, pledge the Company's credit except so far as you may have been authorized by the Company to do so, either generally or in any particular case.

5.12 During the term of your employment, you shall not communicate with the media or with journalists in relation to the Company or its affairs, without obtaining a specific prior written permission from the Company.

5.13 You acknowledge and provide your consent vide Consent Letter for use of personal information including Sensitive Personal Data or Information ("SPDI") to the Company (a) to share your sensitive personal data or information about you and/or your dependents (wherever applicable) provided to the Company with third parties for purposes deemed appropriate by the Company from time to time; (b) to share information about you with affiliates of the Company for administrative purposes/audit and with clients/prospects in relation to any staff augmentation requirements; (c) to treat any personal data to which you have access in the course of your employment strictly in accordance with Company policies and not using any such data other than in connection with and except to the extent necessary for the purposes for which it was disclosed to you. You further acknowledge and consent for use of your personal images and voices in marketing material, videos, etc; and confirm that you have read and understood the Company's Privacy Policy in relation to the collection, processing, use, storage and transfer of SPDI and you agree to the terms thereof.

5.14 You agree to comply with all laws, ordinances, regulations applicable in relation to your employment with the Company including but not limited to the anti-corruption laws, anti bribery laws such as Prevention of Corruption Act, 1988 of India, the Foreign Corrupt Practices Act, 1977 of the United States and the Bribery Act 2010 of the United Kingdom and/or data privacy laws. Without limiting the generality of the foregoing, you represent and covenant that you have not, and shall not, at any time, during your employment with the Company, pay, give, or offer or promise to pay or give, any money or any other thing of value, directly or indirectly, to, or for the benefit of: (i) any public servant, government official, political party or candidate for political office; or (ii) any other person, firm, corporation or other entity, with knowledge that some, or all of that money, or other thing of value will be paid, given, offered or promised to a public servant, government official, political party or candidate for political office, for the purpose of obtaining or retaining any business, or to obtain any other unfair advantage, in connection with the Company's business.

5.15 You hereby represent to the Company that:

a.) you are legally permitted to reside and be employed in India;

b.) you have reviewed these terms and conditions and that you understand the terms, purposes and effects of the same;

c.) you have accepted these terms and conditions only after having had the opportunity to seek clarifications;

d.) you have not been subjected to duress or undue influence of any kind to accept these terms and conditions and these terms and conditions will not impose an undue hardship upon you;

e.) you have accepted these terms and conditions of your own free will and without relying upon any statements made by the Company or any of its representatives, agents or employees; and

f.) you have all requisite power and authority, and do not require the consent of any third party to accept our offer.

6. CONFIDENTIALITY:

6.1 This is a highly Confidential and Private document. You are required to maintain, at all times, the confidentiality and ensure that the contents or details of this Letter are not shared with anyone.

6.2 You are aware that in the course of your employment with the Company, you shall have access to Confidential Information. ''Confidential Information'' shall mean and include, but not limited to, proprietary, confidential, sensitive, personal information about inventions, products, designs, methods, know-how, techniques, trade secrets, systems, processes, strategies, software programs, content, data, techniques, plans, designs, programs, customer information, works of authorship, intellectual property rights, customer lists, employee lists and any other personally identifiable information about any employee of the Company or its affiliate or personally identifiable information of its customers or clients of its customers, user lists, vendor lists, content provider lists, supplier lists, pricing information, projects, budgets, plans, projections, forecasts, financial information and proposals, intellectual property, terms of this Letter and any other information which due to the nature or character of such information, any prudent person might reasonably under similar circumstances treat such as confidential or would expect the Company to regard such information as Confidential, all regardless as to whether such information is in written form or electronic form or disclosed orally before or after the date hereof.

6.3 You agree that you may receive in strict confidence all Confidential Information of the Company, its affiliates or its clients or prospective clients of the Company or its affiliates. You further agree to maintain and to assist the Company in maintaining the

confidentiality of all such Confidential Information, and to prevent it from any unauthorized use.

6.4 You agree and confirm that, you will, at all times:

a) maintain in confidence all such Confidential Information and will not use such Confidential Information other than asnecessary to carry out the purpose for which it was shared with you;

b) not disclose, divulge, display, publish, or disseminate any such Confidential Information to any person except with the Company's prior written consent;

c) treat all such Confidential Information with the same degree of care that you accord to your own confidential information, but in no case less than reasonable care;

d) prevent the unauthorized use, dissemination or publication of such Confidential Information;

e) not copy or reproduce any such Confidential Information except as is reasonably necessary for the purpose for which it was shared with you;

f) not share such Confidential Information with any third party (specifically those person who are in the same field of activitiesas that of the Company or are in direct or indirect competition to the Company);

g) not use such Confidential Information in any way so as to procure any commercial advantage for yourself or for any third party or in a manner that is directly or indirectly detrimental to the Company;

h) neither obtain nor claim any ownership interest in any knowledge or information obtained from such Confidential Information; and

i) not use or attempt to use any such Confidential Information in any manner that may harm or cause loss or may bereasonably expected to harm or cause loss, whether directly or indirectly, to the Company, its affiliates or its customers.

6.5 All such Confidential Information shall remain the sole and exclusive property of the Company, and no license, interest or rights (including, without limitation, any intellectual property rights) to such Confidential Information, or any copy, portion or embodiment thereof, is granted or implied to be granted. Nothing in this Letter shall limit in any way the Company's right to develop, use, license, create derivative works of, or otherwise exploit its own Confidential Information.

6.6 You shall be under no obligation of maintaining confidentiality of such Confidential Information as per provisions of this clause if the information:

a) was in your possession before receiving the same from the Company pursuant to this Letter;

b) is or becomes a matter of public knowledge through no fault of yours; or

c) is rightfully received by you from a third party without a duty of confidentiality.

6.7 If you are served with a court or governmental order requiring disclosure of any part of such Confidential Information, you shall, unless prohibited by law, promptly notify the Company before any disclosure and cooperate fully (reasonable expense to be borne by the Company) with Company and its legal counsel in opposing, seeking a protective order or limit, or appealing any such subpoena, legal process, request or order to the extent deemed appropriate by the Company.

6.8 Upon cessation of your employment with the Company or on a written request of the Company, whichever is earlier, you shall return or destroy (at the Company's option) any part of such Confidential Information that consists of original, and copies of, source material provided to you and still in your possession and, if requested by the Company, shall provide written confirmation to the Company to that effect.

6.9 You shall not, whether during your employment and/or after cessation of your employment, for whatever reason, use, disclose, divulge, publish or distribute to any person or entity, otherwise than as necessary for the proper performance of your duties and responsibilities under this Letter, or as required by law, any confidential information, messages, data or trade secrets acquired by you in the course of your employment with the Company.

6.10 If you are found to be in breach of this clause, the Company reserves the right to take disciplinary action against you, including right to terminate your employment without notice.

6.11 You shall maintain the confidentiality of all price sensitive information and shall handle all such information on a strict 'need to know' basis i.e. disclose only to those within the Company who need the information to discharge their duty. You shall not pass on such information to any person directly or indirectly by way of making a recommendation for the purchase or sale of securities. Further, during your employment, you shall be subject to applicable trading restrictions e.g. when the trading window is closed, you shall not trade in the Company or any of its affiliates' securities during such period.

7. INTELLECTUAL PROPERTY:

7.1 "Intellectual Property Rights" shall mean all industrial and intellectual property rights (including both economic and moral rights), including, without limitation, patents, patent applications, patent rights, trademarks, trademark applications, trade names, service marks, service mark applications, copyrights, copyright applications, databases, algorithms, manuscripts, computer programs and other software, know-how, trade secrets, proprietary processes and formulae, inventions, trade dress, logos, design and all documentation and media constituting, describing or relating to the above.

7.2 You represent that all services performed by you for the Company shall be your original work and shall not incorporate any third party materials or work in which you or any third party asserts an ownership interest or Intellectual Property Right. Provided that in the event the Company is held liable or is faced with a claim for your violation of any Intellectual Property Rights belonging to a third party, you undertake to indemnify the Company (and/or any of its affiliates, as the case may be) against any and all losses, liabilities, claims, actions, costs and expenses, including reasonable attorney's fees and court fees resulting there from.

7.3 If at any time during your employment with the Company, you (either alone or with others) whether or not during normal business hours or arising in the scope of your duties of employment make, conceive, create, discover, invent or reduce to practice any invention, modification, discovery, design, development, improvement, process, software program, work of authorship, documentation, formula, data, technique, know-how, trade secret or any Intellectual Property Right whatsoever (including all work in progress) or any interest therein (whether or not patentable or registrable under copyright, trademark or similar statutes or subject to analogous protection) (collectively **'Developments'**) that:

a) relates to the business of the Company (or its affiliate), or to its customers or suppliers, or to any of the products or services being developed, manufactured, sold or provided by the Company (or any of its affiliate) or which may be used in relation therewith;

b) results from tasks assigned to you by the Company; or

c) results from the use of premises or personal property (whether tangible or intangible) loaned, eased or contracted for by the Company or its affiliate,

such Developments (including all work in progress) and the benefits thereof shall immediately become the sole and absolute property of the Company, as works made for hire or otherwise, and you shall immediately disclose to the Company, without cost or delay and without communicating to others the same, each such Development and all available information relating thereto (with all necessary plans and models).

7.4 You hereby irrevocably, absolutely and perpetually assign any and all rights (including any Intellectual Property Rights) you may have or acquire in the Developments and all benefits and/or rights resulting there from to the Company and its assigns without additional compensation on worldwide basis. You acknowledge that the salary and other payments receivable by you from the Company is adequate compensation for such assignment. You hereby waive and quitclaim to the Company any and all claims of any nature whatsoever that you may now have or may hereafter have in and to the Developments (including all work in progress).

7.5 All such assignment of rights shall be perpetual irrevocable, universal and shall not lapse, even if the Company fails at any time to commercially exploit any such Developments. Notwithstanding the provisions of Section 19(4) of the Copyright Act, 1957, any assignmentin so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if the Company does not exercise the rights under the assignment within a period of one year from the date of assignment. You hereby agree to waive any right to and refrain from raising any objection or claims to the Copyright Board with respect to any assignment, pursuant to Section 19A of the Copyright Act, 1957. You further agree to assist and cooperate with the Company in perfecting the Company's rights in any of the Developments.

7.6 Any assignment of copyright hereunder (and any ownership of a copyright as a work made for hire) includes all rights of paternity, integrity, disclosure and withdrawal and any other rights that may be known as or referred to as 'moral rights' (collectively **'Moral Rights'**). If, you are deemed under applicable law to retain any rights in any Developments, including without limitation any Moral Rights, you hereby waive, and agree to waive, all such rights. To the extent that such waivers are deemed unenforceable under applicable law, you grant, and agree to grant, to the Company or its assigns the exclusive, perpetual, irrevocable, universal and royalty-free license to use, modify and market the Development, without identifying you or seeking your consent.

7.7 If you are not employed with the Company at the time when the Company requests your assistance in connection with the foregoing, the Company will pay you for your reasonable time expended in complying with the above terms at an hourly rate equal to the effective hourly rate at which you were paid the Company immediately prior to your termination as an employee.

7.8 Should the Company be unable to secure the signature on any document necessary to apply for, prosecute, obtain, protect or enforce any Intellectual Property Rights, due to any cause, you hereby irrevocably designate and appoint the Company and each of its duly authorized officers and agents as your agent and attorneys to do all lawfully permitted acts to further the prosecution, issuance, and enforcement of the Intellectual Property Rights or protection in respect of the Developments, with the same force and effect as if executed and delivered by you.

7.9 Notwithstanding the foregoing, you will also be bound by Capgemini's policy with respect to Intellectual Property.

8. CONFLICT OF INTEREST:

8.1 During your employment, you will not, directly or indirectly, whether alone or as a partner joint venture, officer, director, employee, consultant, agent, independent contractor or stockholder of any company, business or other commercial enterprise: (i) engage in any business activity similar in nature to any business conducted or planned by the Company, or (ii) compete in any way with products or services being developed, marketed, distributed or otherwise provided by the Company.

8.2 You shall not undertake, whether directly or indirectly any full time or part time employment or operate or manage business of any kind whatsoever, so long as you are in employment with the Company.

8.3 During you employment if you become aware of any potential or actual conflict between your interests and those of the Company, then you shall immediately inform the Company about such conflict. Where the Company is of the opinion that such a conflict does or could exist, it may direct you to take appropriate action(s) to resolve such a conflict, and you shall comply with such instructions.

8.4 During the course of your employment, you shall not, either directly or indirectly, receive or accept for your own benefit or the benefit of any person or entity other than the Company any gratuity, emolument, or payment of any kind from any person having or intending to have any business with the Company.

8.5 To perform your duties towards the Company, you will have access to email, internet, Company assets (desktop, laptop, mobile phones etc.) and other Company infrastructure. You shall ensure that at all times your use of such facilities meets the ethical and social standards of the workplace. Further, your use of such facilities must not interfere with your duties and must not be illegal or contrary to the interests of the Company.

9. RETIREMENT/TERMINATION:

a.) Retirement

(i) You will automatically retire from employment with the Company on the last day of the month in which you complete sixty (60) years of age. It is hereby clarified that the Company reserves it right to change the retirement age.

b.) Notice Period/Termination

(i) During the probation period, your employment with the Company may be terminated (i) by you, upon giving the Company three months' written notice or at the Company's discretion, payment of gross salary in lieu of notice or (ii) by the Company, upon giving you two months' written notice or payment of gross salary in lieu thereof.

Upon confirmation, your employment with the Company may be terminated (i) by you, upon giving the Company three months' written notice or at the Company's discretion, payment of gross salary in lieu of notice or (ii) by the Company, upon giving you three months' written notice or payment of gross salary in lieu thereof.

(ii) Notwithstanding anything to the contrary, the Company reserves the right to relieve you from services of the Company only upon your satisfactory handover of all the duties and responsibilities assigned to you (including but not limited to any knowledge transfer and serving the notice period conditions).

(iii) Notwithstanding the aforesaid or anything else to the contrary, the Company may suspend, dismiss, discharge or terminate your employment with immediate effect by a notice in writing (without salary in lieu of notice), in the event of (i) fraudulent, dishonest or undisciplined conduct by you, (ii) you committing a breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/property, (iii) your insubordination or failure to comply with the directions given to you by persons so authorized, (iv) your insolvency or conviction for any offence involving moral turpitude, (v) your breach of any terms or conditions of this Letter or the Company's policies or other documents or directions of the Company, (vi) you going on or abetting a strike in contravention of any law for the time being in force, (vii) you conducting yourself in a manner which is regarded by the Company as prejudicial to its own interests or to the interests of its clients or (viii)misconduct by you as provided under the labour laws and/or in the Company policies.

(iv) In the event of willful neglect or breach of any of the terms hereof or refusal on your part to carry out the lawful instructions of any authorized officer of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice and with no obligation to pay you any compensation.

(v) In case you absent yourself from duty continuously, without prior authorization, for ten (10) consecutive calendar days or more

(v) In case you absent yourself from duty continuously, without prior authorization, for ten (10) consecutive calendar days or more you shall be deemed to have left and relinquished the service on your own accord and such relinquishment of service shall be deemed as a repudiation of your employment. In such circumstances, the Company will have the discretion of (a) adjusting salary against the notice period of such abandonment and recover any outstanding dues towards payable to the Company; and (b) presume that you have voluntarily abandoned the services of the Company and strike off your name from the Company's payroll.

c.) Effects of Cessation of Employment

(i) Upon cessation of your employment with the Company (whether by virtue of termination/resignation/retirement), you will immediately return to the Company all of the Company's Confidential Information, tools, assets, accessories, formulae, documents, specifications, books etc. in your custody, care of charge and obtain clearance certificate from the relevant person/office/department, on production of which alone your dues, if any, will be settled by the Company, failing which the Company reserves the right to adjust the dues against any amounts payable to you or separately claim the same from you or use available legal remedies to recover the assets or any other amount due to the Company.

(ii) If any Letter of Authority or Power of Attorney is issued to you, you will undertake to return it on demand or immediately upon cessation of your employment with the Company.

(iii) Upon cessation of your employment with the Company, the Company may require you to sign appropriate release terms without any additional compensation.

10. LIMITATION OF LIABILITY AND INDEMNITY:

10.1 Neither party shall be liable to the other party for any indirect, incidental, contingent, consequential, punitive, exemplary, special or similar damages, including but not limited to, loss of profits or loss of data, whether incurred as a result of negligence or otherwise, irrespective of whether either party has been advised of the possibility of the incurrence by the other Party of any such damages.

10.2 The Company's liability arising out of or in connection with this Letter, whether based in contract, tort (including negligence and strict liability) or otherwise, shall not exceed the amount paid by the Company to you for a period of three (3) months preceding the cause ofaction.

10.3 Notwithstanding anything to the contrary contained herein, you shall indemnify and keep indemnified the Company, its directors, officers and employees from and against all claims, demands, actions, suits and proceedings (including any losses, damages, costs, charges and expenses), whatsoever that may be brought or made against the Company by any third party as a result of any act or omission, non-performance or non-observance by you of any of the terms and conditions of this Letter and/or arising from your failure to comply to any statute or enactment/s (including but not limited anti-bribery laws and data protection laws).

11. MISCELLANEOUS:

11.1 Notice: All notices to you in relation to your employment shall be in writing and in English language and shall be served either by hand delivery or by sending the same by registered post or by email (as per Company records) or by courier or by speed post addressed to the address mentioned hereinabove. It will be your responsibility to inform the Company of any change in your address and contact details including telephone numbers, personal email addresses etc.

All notices to the Company in relation to your employment shall be in writing and in English language and shall be served either by hand delivery or by sending the same by registered post or by courier or by speed post addressed to the Company's office address referred in the Employment Letter or by email with a physical copy by any of the abovementioned ways.

11.2 Severability: The parties acknowledge and agree that if any of the provision of this Letter is deemed invalid, void, illegal, and unenforceable that provision stands severed from this Letter and the remaining provisions of this Letter shall remain valid and enforceable.

11.3 Publicity: You shall not use the name and/or trademark/logo of Capgemini, its group companies, subsidiaries or associates before media (irrespective of the form whether print, audio visual, electronic etc.) in any other manner which is detrimental to the interest, image and goodwill of the Company and its affiliates without prior written consent of the Company. In the event you intend to share/disclose article which includes any information about the Company or its affiliates/customers for possible publication or dissemination outside the Capgemini group, you agree to inform the Company and obtain its prior written consent on the article you wish to disclose. Further, you agree to make such modifications/deletions/revisions to the article as are requested by the Company to protect its property/interest/reputation.

11.4 Non-Disparagement: During the term of your employment with the Company and at all times thereafter, you will not make any false, defamatory or disparaging statements about the Company, or the employees, officers or directors of the Company that are reasonably likely to cause damage to any such entity or person.

11.5 Waiver: No delay or failure of any party in exercising or enforcing any of its rights or remedies whatsoever shall operate as a waiver of those rights or remedies or so as to preclude or impair the exercise or enforcement of those rights or remedies. No single or partial exercise or enforcement of any right or remedy by any party shall preclude or impair any other or further exercise or enforcement of that right or remedy by that Party. Save as expressly provided in this Letter neither party shall be deemed to have waived any of its rights or remedies whatsoever unless the waiver is made in writing, signed by a duly authorized representative of that party and may be given subject to any conditions thought fit by the grantor. Unless otherwise expressly stated any waiver shall be effective only in the instance and for the purpose for which it is given.

11.6 Integration: This Letter alongwith its Exhibit constitutes the entire understanding between the parties and supersedes all previous agreements (written or oral) between the Parties in relation to its subject-matter.

11.7 Survival: Clauses 5.1, 5.13, 6, 7, 9(c), 10, 11.1, 11.7, 11.8 and 11.9 and any other clause which by its nature is expected to survive shall all survive the expiry/termination (for whatever reason) of the Letter and shall continue to apply.

11.8 Dispute Resolution/Governing Law: The Parties to this Agreement 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. 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 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.

11.9 Rights to Injunctive Relief: You hereby expressly acknowledges that any breach or threatened breach by you of any of your obligations set forth in this Letter and/or any of the Company policies may result in significant and continuing injury and irreparable harm to Company, the monetary value of which would be impossible to establish. Therefore, you agree that Company shall be entitled to injunctive relief in a court of appropriate jurisdiction with respect to such provisions.

CONSENT LETTER

For use of Personal Information & Sensitive Personal Data or Information

I,_____ _____residing at _____ _____ _____, do hereby provide my express consent to my employer, 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) background verification agencies for the purpose of verifying the information submitted by me basis which I have been made an offer of employment,
b) payroll processing agencies for processing my payroll (including reimbursement claims),
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.
g) service providers providing services for biometric access to office premises for monitoring attendance.
h) foreign consulates, embassies etc and service providers (including travel agents) for the purpose of processing of visa, work permits etc.

2. Further, I also acknowledge and provide my consent to the Company to transfer and share (within India and outside of India) suchinformation 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:

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931341/1

Abin Jogen
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Abin Jogen,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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 subject to 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

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

Abin Jogen

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: _____

Candidate Name: Abin Jogen

Date: 15/12/2018

Capgemini

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931260/1

Adharsh R
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Adharsh R,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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 subject to 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.

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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.

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We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini

Puneet Kumra
Head - Fresher Hiring

Scanned by CamScanner

ANNEXURE 1

Adharsh R

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: _____

Candidate Name: Adharsh R

Date: 15/12/2018

Scanned by CamScanner

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931339/1

ADITHYA.N
Sathyabama Institute of Science and Technology

Letter of Intent (''LOI'')

Dear ADITHYA.N,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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.

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We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

ADITHYA.N
Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini



Puneet Kumra
Head – Fresher Hiring

Signature:_____

Candidate Name: ADITHYA.N

Date: _____

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

Date: December 11, 2018

Ref No: HR/Campus/LO20193139/1

AMAVASYA MAHESH
Sathyabama Institute of Science and Technology

Letter of Intent (''LOI'')

Dear AMAVASYA MAHESH,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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.

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We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

AMAVASYA MAHESH
Analyst and A4

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For & On Behalf of Capgemini



Puneet Kumra
Head – Fresher Hiring

Signature:_____

Candidate Name: AMAVASYA MAHESH

Date: _____

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931289/1

Amritha Vijay
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Amritha Vijay,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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.

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Upon joining Capgemini,

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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.
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Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini

Puneet Kumra
Head - Fresher Hiring

Scanned by CamScanner

ANNEXURE 1

Amritha Vijay

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: Amritha

Candidate Name: Amritha Vijay

Date: 14.12.2018

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931290/1

Anjali
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Anjali,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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.

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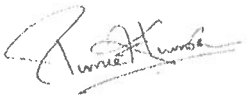
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We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

Anjali

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: Anjali

Candidate Name: Anjali

Date: 15.12.2018

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931349/1

ARAVIND .G
Sathyabama Institute of Science and Technology

Letter of Intent (''LOI'')

Dear ARAVIND .G

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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'').

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Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

ARAVIND .G
Analyst and A4

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For & On Behalf of Capgemini



Puneet Kumra
Head – Fresher Hiring

Signature:_____

Candidate Name: ARAVIND .G

Date: _____

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931315/1

Aravind Thagulla
Sathyabama Institute of Science and Technology

Letter of Intent (''LOI'')

Dear Aravind Thagulla,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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'').

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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

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

Aravind Thagulla

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini



Puneet Kumra
Head – Fresher Hiring

Signature: _____

Candidate Name: Aravind Thagulla

Date: _____

Capgemini

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931343/1

Arnab Das
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Arnab Das,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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 subject to the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

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We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini

Puneet Kumra
Head - Fresher Hiring

Scanned by CamScanner

ANNEXURE 1

Arnab Das

Analyst and A4

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For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: Arnab Das

Candidate Name: Arnab Das

Date: 13th December, 2018

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Capgemini

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931295/1

A S Ashwini
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear A S Ashwini,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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").

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Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

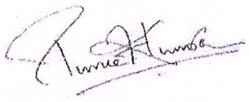
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We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

A S Ashwini

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: _____

Candidate Name: A S Ashwini

Date: 14-12-2018

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931267/1

Babloo Kumar
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Babloo Kumar,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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.

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Thanking you,
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For & On Behalf of Capgemini

Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

Babloo Kumar

Analyst and A4

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For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: Babloo Kumar

Candidate Name: Babloo Kumar

Date: 17/12/18

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931283/1

Bellala Naveena
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Bellala Naveena,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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").

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We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



Puneet Kumra
Head - Fresher Hiring

Scanned by CamScanner

ANNEXURE 1

Bellala Naveena

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: _____

Candidate Name: **Bellala Naveena**

Date: 13.12.2018

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931287/1

Bellam Giri Prasad
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Bellam Giri Prasad,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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").

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Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini

Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

Bellam Giri Prasad

Analyst and A4

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For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: B.

Candidate Name: Bellam Giri Prasad

Date: 14/12/2018

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931292/1

E Bhuvaneswari
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear E Bhuvaneswari,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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").

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For & On Behalf of Capgemini

Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

E Bhuvaneswari

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For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: E. Bhuvaneswari

Candidate Name: E Bhuvaneswari

Date: 14 - 12 - 2018

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931318/1

Bonda Narasimha Sai Krishna
Sathyabama Institute of Science and Technology

Letter of Intent (''LOI'')

Dear, Bonda Narasimha Sai Krishna

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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 subject to 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.

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It is very essential that you effectively leverage this platform to complete the courses and clear the assignmentsandassessments.Theprogressmadebyyouinthislearningjourneywouldnotonlyhelpyou ingettingon-boardedonprioritybutalsohelpyoutobetrainedforadvancedskillsrelevanttoyourcareer at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitiveindustry.

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 withCapgemini.
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 sixmonths.
3. Duringyourprobationyoumayberequiredtoundergoclassroomtrainingsforsuchdurationas deemed necessary by Capgemini and your performance will be evaluated periodically during such trainingperiod.

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.

Wewouldrequestyoutogothroughtheaboveterms,andletusknowiftheyareacceptabletoyou,within seven days of the issuance of thisletter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



PuneetKumra
Head - Fresher Hiring

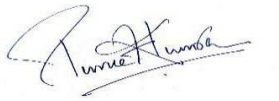
ANNEXURE 1

Bonda Narasimha Sai Krishna

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (RupeesThreeLakhonly).Subsequenttoyoursuccessfulcompletionoftrainingandprobation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of makingpayment.

For & On Behalf of Capgemini



PuneetKumra
Head – FresherHiring

Signature:_____

Candidate Name: Bonda Narasimha Sai Krishna

Date: _____

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931321/1

Chandrapati Bhanumanoj
Sathyabama Institute of Science and Technology

Letter of Intent (''LOI'')

Dear Chandrapati Bhanumanoj,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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 subject to 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,

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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.

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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

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

Chandrapati Bhanumanoj

Analyst and A4

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For & On Behalf of Capgemini



Puneet Kumra
Head – Fresher Hiring

Signature: _____

Candidate Name: Chandrapati Bhanumanoj

Date: _____

Capgemini Technology Services India Limited
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Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121
www.capgemini.com/in-en

Date: December 11, 2018

Ref No: HR/Campus/LO201931347/1

Chennem Reddy Nikhil Reddy
Sathyabama Institute of Science and Technology

Letter of Intent (''LOI'')

Dear Chennem Reddy Nikhil Reddy,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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'').

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PuneetKumra
Head - Fresher Hiring

ANNEXURE 1

Chennem Reddy Nikhil Reddy

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For & On Behalf of Capgemini



PuneetKumra
Head – FresherHiring

Signature:_____

Candidate Name: Chennem Reddy Nikhil Reddy

Date: _____

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www.capgemini.com/in-en

Date: December 11, 2018

Ref No: HR/Campus/LO201931318/1

Karthik Mahesh Vardhan Chitturi
Sathyabama Institute of Science and Technology

Letter of Intent (''LOI'')

Dear Karthik Mahesh Vardhan Chitturi,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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'').

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Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

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For & On Behalf of Capgemini



Puneet Kumra
Head – Fresher Hiring

Signature: _____

Candidate Name: Karthik Mahesh Vardhan Chitturi

Date: _____

Capgemini Technology Services India Limited
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www.capgemini.com/in-en

Date: December 11, 2018

Ref No: HR/Campus/LO201931297/1

Devalam Pavani
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Devalam Pavani,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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").

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www.capgemini.com/in-en

Date: December 11, 2018

Ref No: HR/Campus/LO201931302/1

Devisetti Veera V Satya Sai Sri Harsha
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Devisetti Veera V Satya Sai Sri Harsha,

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Scanned by CamScanner

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Thanking you,
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Puneet Kumra
Head - Fresher Hiring

Scanned by CamScanner

ANNEXURE 1

Devisetti Veera V Satya Sai Sri Harsha

Analyst and A4

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For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: D.V.V.S.S.Sri Harsha

Candidate Name: Devisetti Veera V Satya Sai Sri Harsha

Date: 16-12-2018

Scanned by CamScanner

Capgemini Technology Services India Limited
(Formerly known as IGATE Global Solutions Limited)
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www.capgemini.com/in-en

Date: December 11, 2018

Ref No: HR/Campus/LO201931342/1

Divya Angel A
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Divya Angel A,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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").

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Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

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For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: A Divya Angel

Candidate Name: Divya Angel A

Date: 15/12/2018

Capgemini Technology Services India Limited
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www.capgemini.com/in-en

Date: December 11, 2018

Ref No: HR/Campus/LO201931316/1

Manikantagupta Dupakuntla
Sathyabama Institute of Science and Technology

Letter of Intent (''LOI'')

Dear Manikantagupta Dupakuntla,

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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

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

Manikantagupta Dupakuntla

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini



Puneet Kumra
Head – Fresher Hiring

Signature:_____

Candidate Name: Manikantagupta Dupakuntla

Date: _____

Capgemini

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931317/1

Elugoti Ganga Nikhil
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Elugoti Ganga Nikhil,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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 subject to 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.

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We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini

Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

Elugoti Ganga Nikhil

Analyst and A4

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For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: E. Ganga Nikhil

Candidate Name: Elugoti Ganga Nikhil

Date: 15/12/2018

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931312/1

Enjam Dharma Teja
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Enjam Dharma Teja,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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").

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Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

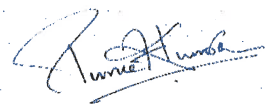
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We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

Enjam Dharma Teja

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: Enjam Dharma Teja

Candidate Name: Enjam Dharma Teja

Date: December 13, 2018

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931319/1

Gonugunta Surya Teja
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Gonugunta Surya Teja,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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.

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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.

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Upon joining Capgemini,

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Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

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We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini

Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

Gonugunta Surya Teja

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: G. Surya Teja

Candidate Name: Gonugunta Surya Teja

Date: 14-12-18

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931281/1

Govindappagari Vineela
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Govindappagari Vineela,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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.

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Upon joining Capgemini,

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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.

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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

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

Govindappagari Vineela

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: G. Vineela

Candidate Name: Govindappagari Vineela

Date: 14-12-2018

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931351/1

Indupalli Sandeep
Sathyabama Institute of Science and Technology

Letter of Intent (''LOI'')

Dear Indupalli Sandeep,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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'').

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ThedateofjoiningandthelocationofpostingwillbepurelybasedonbusinessrequirementsofCapgemini. Capgeminisolelyreservestherighttomakeanychangestothedateofjoiningandthelocationofposting during the course of your training and employment withCapgemini.

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It is very essential that you effectively leverage this platform to complete the courses and clear the assignmentsandassessments.Theprogressmadebyyouinthislearningjourneywouldnotonlyhelpyou ingettingon-boardedonprioritybutalsohelpyoutobetrainedforadvancedskillsrelevanttoyourcareer at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitiveindustry.

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Wewouldrequestyoutogothroughtheaboveterms,andletusknowiftheyareacceptabletoyou,within seven days of the issuance of thisletter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



PuneetKumra
Head - Fresher Hiring

ANNEXURE 1

Indupalli Sandeep
Analyst and A4

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For & On Behalf of Capgemini



PuneetKumra
Head – FresherHiring

Signature:_____

Candidate Name: Indupalli Sandeep

Date: _____

Capgemini

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931344/1

G Janbaga Sai Lakshmi
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear G Janbaga Sai Lakshmi,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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").

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Scanned by CamScanner

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Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini

Puneet Kumra
Head - Fresher Hiring

Scanned by CamScanner

ANNEXURE 1

G Janbaga Sai Lakshmi

Analyst and A4

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For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: Sailakshmi

Candidate Name: G Janbaga Sai Lakshmi

Date: 17/12/2018

Scanned by CamScanner

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

Date: December 11, 2018

Ref No: HR/Campus/LO2019314522/1

DHARMARAJ.G
Sathyabama Institute of Science and Technology

Letter of Intent (''LOI'')

Dear DHARMARAJ.G,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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 subject to 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

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

DHARMARAJ.G
Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini



Puneet Kumra
Head – Fresher Hiring

Signature:_____

Candidate Name: DHARMARAJ.G

Date: _____

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931358/1

Junnu Ashok Chakravarthy
Sathyabama Institute of Science and Technology

Letter of Intent (''LOI'')

Dear Junnu Ashok Chakravarthy,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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 subject to 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.

ThedateofjoiningandthelocationofpostingwillbepurelybasedonbusinessrequirementsofCapgemini. Capgeminisolelyreservestherighttomakeanychangestothedateofjoiningandthelocationofposting during the course of your training and employment withCapgemini.

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, assessmentsandwebinarsasdeemedappropriatebyCapgeminiandthesuccessfulcompletionofthesame is a prerequisite for joiningCapgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignmentsandassessments.Theprogressmadebyyouinthislearningjourneywouldnotonlyhelpyou ingettingon-boardedonprioritybutalsohelpyoutobetrainedforadvancedskillsrelevanttoyourcareer at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitiveindustry.

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Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

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Wewouldrequestyoutogothroughtheaboveterms,andletusknowiftheyareacceptabletoyou,within seven days of the issuance of thisletter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com

Thanking you,
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For & On Behalf of Capgemini



PuneetKumra
Head - Fresher Hiring

ANNEXURE 1

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For & On Behalf of Capgemini



PuneetKumra
Head – FresherHiring

Signature:_____

Candidate Name: Junnu Ashok Chakravarthy

Date: _____

Capgemini

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931327/1

Kamana Rushi Kiran Reddy
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Kamana Rushi Kiran Reddy,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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").

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Thanking you,
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Puneet Kumra
Head - Fresher Hiring

Scanned by CamScanner

ANNEXURE 1

Kamana Rushi Kiran Reddy

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For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: Rushi

Candidate Name: Kamana Rushi Kiran Reddy

Date: 15-12-2018

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931258/1

Kanteti Sai Krishna Prakash
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Kanteti Sai Krishna Prakash,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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").

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Puneet Kumra
Head - Fresher Hiring

Scanned by CamScanner

ANNEXURE 1

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For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: K. S. K. Prakash

Candidate Name: Kanteti Sai Krishna Prakash

Date: 14/12/2018

Scanned by CamScanner

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931268/1

Kaushik Prabhu V
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Kaushik Prabhu V,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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").

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Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

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For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: Kaushikprabhu V

Candidate Name: Kaushik Prabhu V

Date: 14/12/2018

Capgemini

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931277/1

Kishore Kumaar V S
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Kishore Kumaar V S,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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").

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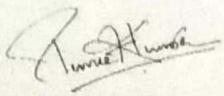
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Thanking you,
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For & On Behalf of Capgemini



Puneet Kumra
Head - Fresher Hiring

Scanned by CamScanner

ANNEXURE 1

Kishore Kumaar V S

Analyst and A4

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For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: Kishore Kumaar V S

Candidate Name: Kishore Kumaar V S

Date: 14/12/18

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931329/1

Konda Surya Chandra Reddy
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Konda Surya Chandra Reddy,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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").

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For & On Behalf of Capgemini

Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

Konda Surya Chandra Reddy

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: K. Surya Chandra

Candidate Name: Konda Surya Chandra Reddy

Date: 15/12/2018

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931333/1

Maddipati Sandhya
Sathyabama Institute of Science and Technology

Letter of Intent (''LOI'')

Dear Maddipati Sandhya,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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 subject to 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

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

Maddipati Sandhya

Analyst and A4

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For & On Behalf of Capgemini



Puneet Kumra
Head – Fresher Hiring

Signature: _____

Candidate Name: Maddipati Sandhya

Date: _____

Capgemini

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931284/1

Myrala Greeshma Kishori Manonmai Sai Seeta
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Myrala Greeshma Kishori Manonmai Sai Seeta,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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.

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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

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini

Puneet Kumra
Head - Fresher Hiring

Scanned by CamScanner

ANNEXURE 1

Myrala Greeshma Kishori Manonmai Sai Seeta

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: M. Greeshma

Candidate Name: Myrala Greeshma Kishori Manonmai Sai Seeta

Date: 16-12-2018

Scanned by CamScanner

Candidate ID: 4409002 /712281,

Date of Joining: 04/08/2021,

Joining Location: Chennai-PCT,

Designation: Analyst,

Dear Nevegeetha R,

To ensure that you experience a smooth onboarding, we would like to help you with a brief agenda for your day one at Capgemini.

1.	Welcome Address
2.	Verification of master data sheet, which contains your detailed information.
3.	Verification of joining documents*
4.	Receipt of employee handbook and visitor-cum-bus pass
5.	Submission of signed documents
6.	Receipt of hard copy of offer letter
7.	ID cum access card formalities
8.	Bank account opening formalities
9.	Meeting the buddy

Please report by 8:30 am at Chennai-PCT office, for joining formalities as per the address mentioned below:

Address

B-45 & B-46, SIPCOT IT Park,
Old Mahabalipuram Road, Siruseri, Chennai – 603103, India

Please carry a complete set of original and photocopied documents (2 sets) as specified below.

1.	Hard copy / email copy of Capgemini offer letter shared with you
2.	Employment Documents: **Current Employment(Immediate Previous)** a) Relieving letter /Experience Certificate(if both these documents are not there, Resignation Acceptance Resignation acceptance mail is mandatory/Automated Copy of email resignation/Approved mail resignation (mentioning of last working day from the HR is mandatory) b) Payslips for last 3 months c) Form 16 d) Salary Account 6 months Bank Statement e) Letter of appointment/Offer letter from employer which captures start date **Previous Employment** Service/Relieving Certificate all employments- Mentioning date of joining ,designation and last working day
3.	**Education Documents** a) 10 Marksheet and certificate. b) 12th marksheet and Certificate. c) Graduation Marksheets and certificate/Diploma certificate. d) Post-Graduation Marksheets and degree certificate(If applicable) e) Any other relevant certificate
4.	**Proof of identity/ Address** a) PAN Card b) AADHAR Card c) Passport In case any of the proof of Identity/Address mentioned above not available then any TWO of the below proofs i) Voters Id ii) Driving License iii) Ration card iv) Electricity Bills v) Gas card vi) Notarized Self Affidavit
5.	Passport size photographs(6 nos)
6.	**Self Employed/CO-owner/Freelancing/ Partnership employment(s)(if applicable)** a) Form 16/Form 26AS b) Bank statement for 6 months c) Shop License
7.	Cancelled Cheque of Saving Bank Account having IFSC Code details - Mandatory
8.	Details of your Provident Fund, Employees' Pension Scheme and Universal Account Number, if earlier member PF/EPS scheme Mandatory.

Please note that Capgemini may ask you to submit additional documents as and when required, especially with respect to the Background verification process.

In the absence of the above listed documents your onboarding may be delayed or deferred.

Kindly note:
- Capgemini has a dress code policy and you need to always dress in formal attire.
- If you are driving to office on the first day, please ensure you are there by 8:15 AM IST, and contact security at the main gate for your entry pass.

Best Regards,
Team HR

The information contained in this message is proprietary and confidential. Copyright © 2013. All rights reserved by Capgemini.

EMPLOYMENT OFFER LETTER

Capgemini Ref: 4409002 /712281,

04/06/2021,

Nevegeetha R
No 26 palaniyappa, St vijaya nagar,,Velacheri S.O,
Chennai ,Tamil Nadu,
India

Confidential

Dear Nevegeetha R,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with **Capgemini Technology Services India Limited** (**'Capgemini'** or **'Company'**) starting from **04/08/2021** (or such other date as may be communicated to you by the Company), as per details given below.

A) Your current designation will be **Analyst/A4**

B) You will be required to work at the Company's offices in location **Chennai-PCT**

C) Your all-inclusive annual target compensation (on a cost to company basis) will be INR 300,002.00 (Rupees Three Lakh and Two only) which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

The breakup of your all-inclusive annual target compensation is as follows:

Nevegeetha R,

Analyst

Total Cost to Company (CTC). **Rs.300,002.00**

Monthly Components	**Per Month**	**Annualized**
Basic	Rs 10,000.00	Rs 120,000.00
House Rent Allowance	Rs. 4,005.00	Rs 48,060.00
Other Reimbursements & Allowances#	Rs. 0.00	Rs.0.00
Personal Allowance	Rs. 5,000.00	Rs. 60,000.00
Advance Statutory Bonus	Rs. 3,064.00	Rs. 36,768.00
Gross monthly salary	**Rs.22,069.00**	**Rs. 264,828.00**
Statutory payments ++		
Capgemini's contribution to PF ++	Rs.1,800.00	Rs.21,600.00
Gratuity (accrual only)		Rs.5,772.00
Total Fixed Compensation		**Rs.292,200.00**
Total Cash Compensation		**Rs.292,200.00**
Benefits		
Medical, Accident & Life Insurance Premium		**Rs.** 7,802.00
Capgemini contribution to ESI		Rs.0.00
Total Cost to Company		**Rs. 300,002.00**

You may choose any of the following optional instruments that are a part of the Other Allowance & Reimbursements. Balance amount that is not claimed will be paid as Taxable on monthly basis after withholding taxes. For details on claiming these instruments please check the Other Allowance and Reimbursements FAQ and Claim Forms.

Other Allowance & Reimbursements	Annualized
Telephone	19,800.00
LTA	60,000.00
Meal Coupons	24,000.00
Vehicle Reimbursement	21,600.00

Notes:

1. The payroll processing will be as per Company policy notified from time to time.

2. Employees should decide on the Other Allowances and Reimbursements (OAAR) at the time of joining; any changes will be accepted as per Company policy applicable from time to time.

3. For claiming tax benefit in case of admissible allowances and reimbursements (eg. LTA, telephone etc), you will have to submit supporting (bills) to the Company's satisfaction along with the reimbursement claim form in the prescribed format and within the timeline stipulated by the Company. The reimbursements will be processed as per the applicable Company's policies, which are subject to change without notice. The payments described above will not be further grossed up for taxes and you will be responsible for the payment of all taxes due with respect to such payments, which will be deducted at source as per the applicable law. In case of any under-withholding, you shall be responsible to pay the necessary tax and any interest/penalty thereon.

4. In cases where Permanent Account Number (PAN) is not produced, highest tax rates will apply to all amounts on which tax is deductible at source under the applicable tax law.

5. The Company reserves the right to change the compensation structure and/or the compensation components from time to time.

++ These statutory payments are included based on current applicable practice and law and are subject to changes based on changes in law from time to time. Also, please further note, that any changes / modification to statutory payments, due to change and/or amendment in law, shall not be treated as change in service condition(s) and therefore no notice of such change will be provided to you. However, Company shall endeavor to inform you, via separate email communication, about any changes/ modification to statutory payment.

++ Employee's contribution towards PF will be made from the monthly salary.

This is the maximum limit you are eligible for. You may choose any of the following optional components under 'Other Allowance & Reimbursements' Non taxable components (except Meal Coupons) would be paid based on a claim by employee through payroll. Taxable component would be paid on a monthly basis. All payments will be based on Company's policies.

D.) The following elements are included in the compensation package stated above:

1. Provident Fund- You will be covered under the Capgemini Technology Services India Limited Employees' Provident Fund (PF) scheme wherein, the Company will contribute towards PF at the statutory rate as may be defined by the government from time to time. Your contribution and the Company's contribution have been included as a part of the above-mentioned compensation.

2. Gratuity- Upon cessation of employment after completion of continuous service of at least five (5) years with the Company, you will be eligible for gratuity as per the Payment of Gratuity Act. The amount towards gratuity accrual forms a part of the above-mentioned compensation.

3. ESIC- In the event you are eligible, you will be covered under the Employees' State Insurance Act wherein, the Company will contribute towards ESIC at the statutory rate. Your contribution and the Company's contribution form a part of the above-mentioned compensation.

NOTE:

a.) All statutory payments are demonstrated based on current applicable practice and law and may be subject to changes based on changes in law from time to time. Further, any changes/modification to statutory payments, due to change and/or amendment in law, shall not be treated as change in service condition(s) and therefore no notice of such change will be provided to you. However, Company shall endeavor to inform you, via separate communication, about any changes/modification to statutory payment.

E.) As an employee of the Company, you shall be entitled to the following benefits subject to any change made by the Company from time to time:

1. Group Medical Insurance- In accordance with the Company's policy, you and your immediate family (as defined in the Company's policy) shall be covered under the Medical Insurance policy held by the Company. Additionally, if you are required to travel abroad, you may be covered under the Company's Overseas Medical Insurance Policy.

2. Group Personal Accident Insurance- You shall be covered under the Personal Accident Insurance Policy held by the Company.

3. Group Term Life Insurance- You shall also be covered under the Group Term Life Insurance Policy held by the Company.

4. Transport Facility- Bus transport facility may be available, by paying nominal charges as per Company's policy, on various routes at different Company locations. If you opt for the facility, the applicable charges will be deducted from your salary in the monthly payroll.

5. Annual Leave/Public Holidays- You will be eligible for annual leaves and public holidays as determined by the Company's Leave Policy which is subject to change from time to time.

If you become indebted to the Company for any reason, the Company may, if it so elects, set off any sum due to the Company from you against the compensation payable to you and collect any remaining balance from you.

F.) Probationary Period:

1. You will be on probation for period of six months from your date of joining the Company and continuity of your employment with the Company is dependent on confirmation of your employment.The Company reserves the right to revise the probation period depending on your performance and/or other consideration.

2. At any time during your probation period the Company may confirm your employment by way of a written communication, if your performance is found to be satisfactory. Your probation shall be deemed extended, for a period not exceeding 30 days, in a situation where you do not receive the aforesaid written communication from the Company.

G.) Performance Review: You will be eligible to participate in Company's performance review process as per Company policy.

H.) Conditions of hire:

1. Your employment with the Company will be subject to the following pre-conditions:

a. You will submit relevant documents as mandated by the Company.

b. You obtain requisite certification or complete mandated assessments which are basis for offering you employment opportunity with the Company;

c. You obtain a clear discharge and/or relieving letter from your most recent employer (prior to joining the Company). Nevertheless you must submit a clear discharge and/or relieving letter within fifteen (15) days of joining the Company;

d. You represent that acceptance of employment with the Company does not breach any terms/provisions of your previous employment agreement or any other agreement to which you are bound.

e. You acknowledge that the Company has offered you employment based on the fact that there are no pending claims, actions, suits or proceedings against you which might reasonably be expected to have an adverse effect on your ability to perform your duties hereunder and/or upon the Company.

f. You provide two satisfactory references, one being from your most recent employer (prior to joining Capgemini);

g. Your background verification check (including address, academics, employment, criminal etc as applicable) conducted by the Company is cleared; and

h. You represent that you have not been involved in any fraud, unethical and/or immoral acts, departmental inquiry in your previous employment(s) and/or been part of any pending investigation (whether judicial, quasi-judicial or otherwise) which you have not disclosed from the Company prior to your joining.

i. Your employment shall be subjected to the below-mentioned additional terms and conditions.

a. You should clear the final degree examination and submit your degree marks sheet and/or certificate, as a proof of passing. In the event you fail to clear the final examination in the first attempt or fail to submit the proof of the same by 31-May-2021, our Offer shall stand automatically revoked or otherwise your employment with the Company shall cease immediately without any further obligation or liability upon the Company.

b. You will be required to clear the mandatory Entry Level Certification Training Test of the Company in the first attempt. The details of the mandatory certification and the test will be communicated to you upon your joining the Company. If you do not successfully clear such test, your employment with the Company shall cease immediately without any further obligation or liability upon the Company.

c. As a condition of your employment with the Company, you will be required to undergo certain specialized training, certification and/or skill up gradation, at the cost, resource and expense of the Company. In consideration thereof, you shall be required to sign a training agreement or service agreement with the Company, and inter alia provide a commitment to work for the Company for 24 months, failing which there would be certain monetary liabilities that you would need to bear. Prior to acceptance of our Offer, you may request HR Department for more details in this respect including draft of such an agreement, for your review.

You fill the complete Back ground verification link given along with the welcome mail of the offer.

2. Your employment is inter alia based on the information furnished by you to the Company including declarations and undertakings thereto. If at any time during your employment with the Company, the Company discovers that you have furnished any false, fake, forged information (including documentation) for securing employment with the Company or otherwise, the Company reserves the right to take disciplinary action against you, including, but not limited to, right to terminate your employment without notice and your employment with the Company will be void ab-initio.

I.) Your employment with the Company will also be governed by the terms and conditions of employment contained in **Exhibit 1** attached hereto.

J.) The Company's address for sending notice in relation to your employment is as below:

Kind Attn:	Head - Human Resources
Address:	Capgemini Technology Services India Limited, Capgemini Knowledge Park, IT 3 IT 4, SEZ, Thane-Belapur Rd, TTC Industrial Area, Airoli, Navi Mumbai, Maharashtra 400708
Email:	hremployeeservices.in@capgemini.com

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 our people the opportunity to pursue their careers, to achieve their personal best, and to balance their personal and professional goals. 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 a token of your acceptance of our offer of employment 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 offer shall automatically lapse unless (i) you confirm your acceptance of it and return a copy to us within the prescribed time and (ii) you join us on or before your date of joining stated in this Employment Offer Letter.

For Capgemini Technology Services India Limited



Anilkumar Singh
Head - Talent Acquisition & Resourcing

Acceptance

I have read and understood the contents of this Employment Offer Letter and Exhibits hereto (hereinafter 'Letter ') and accept all the terms and conditions of this Letter in its totality. I confirm that there are no other oral/written understandings other than as detailed herein between me and Capgemini Technology Services India Limited.

This Letter supersedes all previous agreements (written or oral) between the parties in relation to the subject-matter. I confirm that I am not breaching any terms or provisions of any prior agreement or arrangement by accepting this offer.

_____

Name: Nevegeetha R

Date: 04/06/2021

EXHIBIT 1

Terms & Conditions of Employment with Capgemini Technology Services India Limited

1. CURRENT WORK LOCATION:

1.1 Capgemini Technology Services India Limited (**"Capgemini"** or **"Company"**) may require you to work at other Company locations and/or on customers' sites both, within or outside India. The Company shall seek to give you reasonable notice of extensive travel requirements, and to take into account your personal circumstances where appropriate.

1.2 Depending upon exigencies of business you may be transferred/deputed, at Company's sole discretion, within India or outside by the Company in any capacity as the Company may desire from time to time, from:

a) one location to another; or

b) one team/department/account/function/Business Unit to another; or

c) one project/job to another; or

d) the Company to any other group entity or affiliate or any other business associate as the Company may deem appropriate from time to time.

1.3 Such transfer/deputation/assignment/relocation shall not entitle you to ask for revision in your salary or any terms or conditions of your service. The Company does not guarantee the continuation of any benefits or perquisite at the new location. In all such cases of transfer/deputation/assignment/relocation you will be governed by the relocation policies and policies of the Company existing at that time. Consequent to such transfer/deputation/assignment/relocation, you will be governed by the terms and conditions of service as applicable to your category of employees in the new location (which includes but is not limited to office days/hours and holidays).

2. DUTIES AND RESPONSIBILITIES:

2.1 You shall devote your skill, knowledge and working time to the conscientious performance of your duties and responsibilities towards the Company. You shall perform your duties with diligence, devotion and discretion. You shall comply with all directions given to you by your reporting manager/supervisor and shall faithfully observe all the rules, regulations and Company policies. Further, the Company may, at any time, in its sole discretion, suitably modify your roles, responsibilities and duties.

3. COMPENSATION:

3.1 Your all-inclusive annual target compensation and corresponding details are provided in the Employment offer letter.

4. TRAINING:

4.1 During the term of your employment, the Company may offer you an opportunity to undergo certain specialized training, certification and/or skill upgradation from time to time, which shall inter alia enhance your career opportunities at the Company and otherwise. In case you accept the Company's offer for training, the Company is likely to incur expenses including in relation to training costs, course fees, recruitment and induction costs, salary and benefits during training period, opportunity loss, etc. Depending on the nature of training/certification and corresponding cost and expenses, the Company may require you to execute training agreement with the Company for a specific period (which will be indicated to you at that time) in consideration of the cost the Company would be incurring for such training/certification. Under such training agreement, you shall agree to inter alia serve a minimum term of employment with the Company, failing which you will be required to reimburse the Company for the cost of training/certification identified in the training agreement and any other costs related to the training/certification.

5. COVENANTS AND REPRESENTATIONS:

5.1 You also agree that during the term of your employment with the Company and for twelve (12) months after the cessation of employment, regardless of the reason of cessation of employment, you will not:

a.) directly or indirectly, on your own behalf or on behalf of or in conjunction with any person or legal entity, recruit, hire, solicit, or induce, or attempt to recruit, hire, solicit, or induce, any employee of the Company with whom you had dealings, personal contact or supervised while performing your duties or otherwise, to terminate their employment relationship with the Company;

b.) directly or indirectly, solicit or attempt to solicit business, customers or suppliers of the Company or of its affiliates;

c.) directly or indirectly, solicit or attempt to solicit or undertake employment with any client of the Company or any organization where you have been taken or sent for training, deputation or secondment or professional work by the Company; and

d.) provide or attempt to provide professional services similar to those provided by the Company to its current or prospective customers, with whom you (i) had business interactions or any other dealings on behalf of the Company during your employment with the Company and/or (ii) had been directly associated with the customer in relation to a project.

5.2 You and the Company acknowledge and agree that the duration and scope of the Covenants contained herein are fair and reasonable. Accordingly, you and the Company agree that, in the event that any of the covenants contained herein are nevertheless determined by a judicial or quasi judicial body to be unenforceable because of the duration or scope thereof, the judicial or quasi judicial body making such determination may reduce such duration and/or scope to the extent necessary to enable such judicial or quasi judicial body to determine that such covenant is reasonable and enforceable, and to enforce such covenant as so amended

5.3 You will also be governed by all applicable rules, processes, procedures, and policies (including but not limited to Information Security Management System (ISMS) policies and procedures, Code of Business Ethics of the Company, which are not specifically mentioned in this Letter. The applicable rules/processes/procedures/policies are available on the Company's Intranet and you are expected to go through the same carefully. For any clarification in relation to applicable rules/processes/procedures/policies, please get in touch with concerned department. If at anytime 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 right to terminate your employment without notice.

5.4 Capgemini prides itself as a company with the highest order of ethical conduct in its dealings with employees, customers, service provider, agents, governments or any other third party. It is important that you fully understand this philosophy and the relevant policies. If at anytime during your employment with the Company, you are found to be in violation of such policy and/or generally accepted ethical/moral standards, the Company reserves the right to take disciplinary action against you, including right to terminate your

employment without notice.

5.5 You declare that you are medically fit to carry out the duties expected of you by the Company. You represent that you have no communicable disease and you are not addicted to drugs or any other substance of abuse. During the term of your employment with the Company, you are required to be medically fit to perform the duties assigned to you from time to time. As to whether you are medically fit, is an issue which will be professionally determined by the Company and you shall be bound by such determination. The Company may require you to undergo periodical medical examination as and when intimated to you by the Company.

5.6 You represent that you are not in breach of any contract with any third party or restricted in any way in your ability to undertake or perform your duties towards the Company. You covenant that you will be fully responsible for any personal liabilities that may arise as the result of an agreement or arrangement between you and any third party and that the Company will in no way be concerned with such liabilities.

5.7 You will at all times maintain your ability to be employable and in the event of any change in your personal circumstances resulting in possible alteration to the employability status, you will keep the Company informed in writing about such change.

5.8 During your employment with the Company, to meet the exigencies of business, the Company may require you to (i) work on any project that you are assigned to, on any technical platforms/skills and nature of the project or (ii) work night hours or (iii) work in shifts (including night shifts).

5.9 Regardless of any secondment to any of the Company's affiliated entity/business associate/joint venture or where you may be required to work overseas for any such entity for an extensive period, you shall at all times remain an employee of the Company exclusively and shall not be entitled to any such foreign salary or benefits (including medical insurance, green card sponsorship, etc.) payable or applicable to employees of such other Capgemini entities other than the salary and benefits specified in the Employment Letter and/or the salary and benefits that may be determined by Capgemini and communicated to you in writing.

5.10 Unless specifically 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. You shall also not enter into any commitments or dealings on behalf of the Company for which you have no express authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous sanction of the Company.

5.11 During the period of employment, you agree not to draw, accept or endorse any cheque or bill on behalf of the Company or, in any way, pledge the Company's credit except so far as you may have been authorized by the Company to do so, either generally or in any particular case.

5.12 During the term of your employment, you shall not communicate with the media or with journalists in relation to the Company or its affairs, without obtaining a specific prior written permission from the Company.

5.13 You acknowledge and provide your consent vide Consent Letter for use of personal information including Sensitive Personal Data or Information ("SPDI") to the Company (a) to share your sensitive personal data or information about you and/or your dependents (wherever applicable) provided to the Company with third parties for purposes deemed appropriate by the Company from time to time; (b) to share information about you with affiliates of the Company for administrative purposes/audit and with clients/prospects in relation to any staff augmentation requirements; (c) to treat any personal data to which you have access in the course of your employment strictly in accordance with Company policies and not using any such data other than in connection with and except to the extent necessary for the purposes for which it was disclosed to you. You further acknowledge and consent for use of your personal images and voices in marketing material, videos, etc; and confirm that you have read and understood the Company's Privacy Policy in relation to the collection, processing, use, storage and transfer of SPDI and you agree to the terms thereof.

5.14 You agree to comply with all laws, ordinances, regulations applicable in relation to your employment with the Company including but not limited to the anti-corruption laws, anti bribery laws such as Prevention of Corruption Act, 1988 of India, the Foreign Corrupt Practices Act, 1977 of the United States and the Bribery Act 2010 of the United Kingdom and/or data privacy laws. Without limiting the generality of the foregoing, you represent and covenant that you have not, and shall not, at any time, during your employment with the Company, pay, give, or offer or promise to pay or give, any money or any other thing of value, directly or indirectly, to, or for the benefit of: (i) any public servant, government official, political party or candidate for political office; or (ii) any other person, firm, corporation or other entity, with knowledge that some, or all of that money, or other thing of value will be paid, given, offered or promised to a public servant, government official, political party or candidate for political office, for the purpose of obtaining or retaining any business, or to obtain any other unfair advantage, in connection with the Company's business.

5.15 You hereby represent to the Company that:

a.) you are legally permitted to reside and be employed in India;

b.) you have reviewed these terms and conditions and that you understand the terms, purposes and effects of the same;

c.) you have accepted these terms and conditions only after having had the opportunity to seek clarifications;

d.) you have not been subjected to duress or undue influence of any kind to accept these terms and conditions and these terms and conditions will not impose an undue hardship upon you;

e.) you have accepted these terms and conditions of your own free will and without relying upon any statements made by the Company or any of its representatives, agents or employees; and

f.) you have all requisite power and authority, and do not require the consent of any third party to accept our offer.

6. CONFIDENTIALITY:

6.1 This is a highly Confidential and Private document. You are required to maintain, at all times, the confidentiality and ensure that the contents or details of this Letter are not shared with anyone.

6.2 You are aware that in the course of your employment with the Company, you shall have access to Confidential Information. "Confidential Information" shall mean and include, but not limited to, proprietary, confidential, sensitive, personal information about inventions, products, designs, methods, know-how, techniques, trade secrets, systems, processes, strategies, software programs, content, data, techniques, plans, designs, programs, customer information, works of authorship, intellectual property rights, customer lists, employee lists and any other personally identifiable information about any employee of the Company or its affiliate or personally identifiable information of its customers or clients of its customers, user lists, vendor lists, content provider lists, supplier lists, pricing information, projects, budgets, plans, projections, forecasts, financial information and proposals, intellectual property, terms of this Letter and any other information which due to the nature or character of such information, any prudent person might reasonably under similar circumstances treat such as confidential or would expect the Company to regard such information as Confidential, all regardless as to whether such information is in written form or electronic form or disclosed orally before or after the date hereof.

6.3 You agree that you may receive in strict confidence all Confidential Information of the Company, its affiliates or its clients or prospective clients of the Company or its affiliates. You further agree to maintain and to assist the Company in maintaining the confidentiality of all such Confidential Information, and to prevent it from any unauthorized use.

6.4 You agree and confirm that, you will, at all times:

a) maintain in confidence all such Confidential Information and will not use such Confidential Information other than as necessary to carry out the purpose for which it was shared with you;

b) not disclose, divulge, display, publish, or disseminate any such Confidential Information to any person except with the Company's prior written consent;

c) treat all such Confidential Information with the same degree of care that you accord to your own confidential information, but in no case less than reasonable care;

d) prevent the unauthorized use, dissemination or publication of such Confidential Information;

e) not copy or reproduce any such Confidential Information except as is reasonably necessary for the purpose for which it was shared with you;

f) not share such Confidential Information with any third party (specifically those person who are in the same field of activities as that of the Company or are in direct or indirect competition to the Company);

g) not use such Confidential Information in any way so as to procure any commercial advantage for yourself or for any third party or in a manner that is directly or indirectly detrimental to the Company;

h) neither obtain nor claim any ownership interest in any knowledge or information obtained from such Confidential Information; and

i) not use or attempt to use any such Confidential Information in any manner that may harm or cause loss or may be reasonably expected to harm or cause loss, whether directly or indirectly, to the Company, its affiliates or its customers.

6.5 All such Confidential Information shall remain the sole and exclusive property of the Company, and no license, interest or rights (including, without limitation, any intellectual property rights) to such Confidential Information, or any copy, portion or embodiment thereof, is granted or implied to be granted. Nothing in this Letter shall limit in any way the Company's right to develop, use, license, create derivative works of, or otherwise exploit its own Confidential Information.

6.6 You shall be under no obligation of maintaining confidentiality of such Confidential Information as per provisions of this clause if the information:

a) was in your possession before receiving the same from the Company pursuant to this Letter;

b) is or becomes a matter of public knowledge through no fault of yours; or

c) is rightfully received by you from a third party without a duty of confidentiality.

6.7 If you are served with a court or governmental order requiring disclosure of any part of such Confidential Information, you shall, unless prohibited by law, promptly notify the Company before any disclosure and cooperate fully (reasonable expense to be borne by the Company) with Company and its legal counsel in opposing, seeking a protective order or limit, or appealing any such subpoena, legal process, request or order to the extent deemed appropriate by the Company.

6.8 Upon cessation of your employment with the Company or on a written request of the Company, whichever is earlier, you shall return or destroy (at the Company's option) any part of such Confidential Information that consists of original, and copies of, source material provided to you and still in your possession and, if requested by the Company, shall provide written confirmation to the Company to that effect.

6.9 You shall not, whether during your employment and/or after cessation of your employment, for whatever reason, use, disclose, divulge, publish or distribute to any person or entity, otherwise than as necessary for the proper performance of your duties and responsibilities under this Letter, or as required by law, any confidential information, messages, data or trade secrets acquired by you in the course of your employment with the Company.

6.10 If you are found to be in breach of this clause, the Company reserves the right to take disciplinary action against you, including right to terminate your employment without notice.

6.11 You shall maintain the confidentiality of all price sensitive information and shall handle all such information on a strict 'need to know' basis i.e. disclose only to those within the Company who need the information to discharge their duty. You shall not pass on such information to any person directly or indirectly by way of making a recommendation for the purchase or sale of securities. Further, during your employment, you shall be subject to applicable trading restrictions e.g. when the trading window is closed, you shall not trade in the Company or any of its affiliates' securities during such period.

7. INTELLECTUAL PROPERTY:

7.1 "Intellectual Property Rights" shall mean all industrial and intellectual property rights (including both economic and moral rights), including, without limitation, patents, patent applications, patent rights, trademarks, trademark applications, trade names, service marks, service mark applications, copyrights, copyright applications, databases, algorithms, manuscripts, computer programs and other software, know-how, trade secrets, proprietary processes and formulae, inventions, trade dress, logos, design and all documentation and media constituting, describing or relating to the above.

7.2 You represent that all services performed by you for the Company shall be your original work and shall not incorporate any third party materials or work in which you or any third party asserts an ownership interest or Intellectual Property Right. Provided that in the event the Company is held liable or is faced with a claim for your violation of any Intellectual Property Rights belonging to a third party, you undertake to indemnify the Company (and/or any of its affiliates, as the case may be) against any and all losses, liabilities, claims, actions, costs and expenses, including reasonable attorney's fees and court fees resulting there from.

7.3 If at any time during your employment with the Company, you (either alone or with others) whether or not during normal business hours or arising in the scope of your duties of employment make, conceive, create, discover, invent or reduce to practice any invention,

modification, discovery, design, development, improvement, process, software program, work of authorship, documentation, formula, data, technique, know-how, trade secret or any Intellectual Property Right whatsoever (including all work in progress) or any interest therein (whether or not patentable or registrable under copyright, trademark or similar statutes or subject to analogous protection) (collectively **'Developments'**) that:

a) relates to the business of the Company (or its affiliate), or to its customers or suppliers, or to any of the products or services being developed, manufactured, sold or provided by the Company (or any of its affiliate) or which may be used in relation therewith;

b) results from tasks assigned to you by the Company; or

c) results from the use of premises or personal property (whether tangible or intangible) loaned, eased or contracted for by the Company or its affiliate,

such Developments (including all work in progress) and the benefits thereof shall immediately become the sole and absolute property of the Company, as works made for hire or otherwise, and you shall immediately disclose to the Company, without cost or delay and without communicating to others the same, each such Development and all available information relating thereto (with all necessary plans and models).

7.4 You hereby irrevocably, absolutely and perpetually assign any and all rights (including any Intellectual Property Rights) you may have or acquire in the Developments and all benefits and/or rights resulting there from to the Company and its assigns without additional compensation on worldwide basis. You acknowledge that the salary and other payments receivable by you from the Company is adequate compensation for such assignment. You hereby waive and quitclaim to the Company any and all claims of any nature whatsoever that you may now have or may hereafter have in and to the Developments (including all work in progress).

7.5 All such assignment of rights shall be perpetual irrevocable, universal and shall not lapse, even if the Company fails at any time to commercially exploit any such Developments. Notwithstanding the provisions of Section 19(4) of the Copyright Act, 1957, any assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if the Company does not exercise the rights under the assignment within a period of one year from the date of assignment. You hereby agree to waive any right to and refrain from raising any objection or claims to the Copyright Board with respect to any assignment, pursuant to Section 19A of the Copyright Act, 1957. You further agree to assist and cooperate with the Company in perfecting the Company's rights in any of the Developments.

7.6 Any assignment of copyright hereunder (and any ownership of a copyright as a work made for hire) includes all rights of paternity, integrity, disclosure and withdrawal and any other rights that may be known as or referred to as 'moral rights' (collectively **'Moral Rights'**). If, you are deemed under applicable law to retain any rights in any Developments, including without limitation any Moral Rights, you hereby waive, and agree to waive, all such rights. To the extent that such waivers are deemed unenforceable under applicable law, you grant, and agree to grant, to the Company or its assigns the exclusive, perpetual, irrevocable, universal and royalty-free license to use, modify and market the Development, without identifying you or seeking your consent.

7.7 If you are not employed with the Company at the time when the Company requests your assistance in connection with the foregoing, the Company will pay you for your reasonable time expended in complying with the above terms at an hourly rate equal to the effective hourly rate at which you were paid the Company immediately prior to your termination as an employee.

7.8 Should the Company be unable to secure the signature on any document necessary to apply for, prosecute, obtain, protect or enforce any Intellectual Property Rights, due to any cause, you hereby irrevocably designate and appoint the Company and each of its duly authorized officers and agents as your agent and attorneys to do all lawfully permitted acts to further the prosecution, issuance, and enforcement of the Intellectual Property Rights or protection in respect of the Developments, with the same force and effect as if executed

and delivered by you.

7.9 Notwithstanding the foregoing, you will also be bound by Capgemini's policy with respect to Intellectual Property.

8. CONFLICT OF INTEREST:

8.1 During your employment, you will not, directly or indirectly, whether alone or as a partner joint venture, officer, director, employee, consultant, agent, independent contractor or stockholder of any company, business or other commercial enterprise: (i) engage in any business activity similar in nature to any business conducted or planned by the Company, or (ii) compete in any way with products or services being developed, marketed, distributed or otherwise provided by the Company

8.2 You shall not undertake, whether directly or indirectly any full time or part time employment or operate or manage business of any kind whatsoever, so long as you are in employment with the Company.

8.3 During you employment if you become aware of any potential or actual conflict between your interests and those of the Company, then you shall immediately inform the Company about such conflict. Where the Company is of the opinion that such a conflict does or could exist, it may direct you to take appropriate action(s) to resolve such a conflict, and you shall comply with such instructions.

8.4 During the course of your employment, you shall not, either directly or indirectly, receive or accept for your own benefit or the benefit of any person or entity other than the Company any gratuity, emolument, or payment of any kind from any person having or intending to have any business with the Company.

8.5 To perform your duties towards the Company, you will have access to email, internet, Company assets (desktop, laptop, mobile phones etc.) and other Company infrastructure. You shall ensure that at all times your use of such facilities meets the ethical and social standards of the workplace. Further, your use of such facilities must not interfere with your duties and must not be illegal or contrary to the interests of the Company.

9. RETIREMENT/TERMINATION:

a.) Retirement

(i) You will automatically retire from employment with the Company on the last day of the month in which you complete sixty (60) years of age. It is hereby clarified that the Company reserves it right to change the retirement age.

b.) Notice Period/Termination

(i) During the probation period, your employment with the Company may be terminated (i) by you, upon giving the Company three months' written notice or at the Company's discretion, payment of gross salary in lieu of notice or (ii) by the Company, upon giving you two months' written notice or payment of gross salary in lieu thereof.

Upon confirmation, your employment with the Company may be terminated (i) by you, upon giving the Company three

months' written notice or at the Company's discretion, payment of gross salary in lieu of notice or (ii) by the Company, upon giving you three months' written notice or payment of gross salary in lieu thereof.

(ii) Notwithstanding anything to the contrary, the Company reserves the right to relieve you from services of the Company only upon your satisfactory handover of all the duties and responsibilities assigned to you (including but not limited to any knowledge transfer and serving the notice period conditions).

(iii) Notwithstanding the aforesaid or anything else to the contrary, the Company may suspend, dismiss, discharge or terminate your employment with immediate effect by a notice in writing (without salary in lieu of notice), in the event of (i) fraudulent, dishonest or undisciplined conduct by you, (ii) you committing a breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/property, (iii) your insubordination or failure to comply with the directions given to you by persons so authorized, (iv) your insolvency or conviction for any offence involving moral turpitude, (v) your breach of any terms or conditions of this Letter or the Company's policies or other documents or directions of the Company, (vi) you going on or abetting a strike in contravention of any law for the time being in force, (vii) you conducting yourself in a manner which is regarded by the Company as prejudicial to its own interests or to the interests of its clients or (viii)misconduct by you as provided under the labour laws and/or in the Company policies.

(iv) In the event of willful neglect or breach of any of the terms hereof or refusal on your part to carry out the lawful instructions of any authorized officer of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice and with no obligation to pay you any compensation.

(v) In case you absent yourself from duty continuously, without prior authorization, for ten (10) consecutive calendar days or more you shall be deemed to have left and relinquished the service on your own accord and such relinquishment of service shall be deemed as a repudiation of your employment. In such circumstances, the Company will have the discretion of (a) adjusting salary against the notice period of such abandonment and recover any outstanding dues towards payable to the Company; and (b) presume that you have voluntarily abandoned the services of the Company and strike off your name from the Company's payroll.

c.) Effects of Cessation of Employment

(i) Upon cessation of your employment with the Company (whether by virtue of termination/resignation/retirement), you will immediately return to the Company all of the Company's Confidential Information, tools, assets, accessories, formulae, documents, specifications, books etc. in your custody, care of charge and obtain clearance certificate from the relevant person/office/department, on production of which alone your dues, if any, will be settled by the Company, failing which the Company reserves the right to adjust the dues against any amounts payable to you or separately claim the same from you or use available legal remedies to recover the assets or any other amount due to the Company.

(ii) If any Letter of Authority or Power of Attorney is issued to you, you will undertake to return it on demand or immediately upon cessation of your employment with the Company.

(iii) Upon cessation of your employment with the Company, the Company may require you to sign appropriate release terms without any additional compensation.

10. LIMITATION OF LIABILITY AND INDEMNITY:

10.1 Neither party shall be liable to the other party for any indirect, incidental, contingent, consequential, punitive, exemplary, special or similar damages, including but not limited to, loss of profits or loss of data, whether incurred as a result of negligence or otherwise, irrespective of whether either party has been advised of the possibility of the incurrence by the other Party of any such damages.

10.2 The Company's liability arising out of or in connection with this Letter, whether based in contract, tort (including negligence and strict liability) or otherwise, shall not exceed the amount paid by the Company to you for a period of three (3) months preceding the cause of action.

10.3 Notwithstanding anything to the contrary contained herein, you shall indemnify and keep indemnified the Company, its directors,

officers and employees from and against all claims, demands, actions, suits and proceedings (including any losses, damages, costs, charges and expenses), whatsoever that may be brought or made against the Company by any third party as a result of any act or omission, non-performance or non-observance by you of any of the terms and conditions of this Letter and/or arising from your failure to comply to any statute or enactment/s (including but not limited anti-bribery laws and data protection laws).

11. MISCELLANEOUS:

11.1 Notice: All notices to you in relation to your employment shall be in writing and in English language and shall be served either by hand delivery or by sending the same by registered post or by email (as per Company records) or by courier or by speed post addressed to the address mentioned hereinabove. It will be your responsibility to inform the Company of any change in your address and contact details including telephone numbers, personal email addresses etc.

All notices to the Company in relation to your employment shall be in writing and in English language and shall be served either by hand delivery or by sending the same by registered post or by courier or by speed post addressed to the Company's office address referred in the Employment Letter or by email with a physical copy by any of the abovementioned ways.

11.2 Severability: The parties acknowledge and agree that if any of the provision of this Letter is deemed invalid, void, illegal, and unenforceable that provision stands severed from this Letter and the remaining provisions of this Letter shall remain valid and enforceable.

11.3 Publicity: You shall not use the name and/or trademark/logo of Capgemini, its group companies, subsidiaries or associates before media (irrespective of the form whether print, audio visual, electronic etc.) in any other manner which is detrimental to the interest, image and goodwill of the Company and its affiliates without prior written consent of the Company. In the event you intend to share/disclose article which includes any information about the Company or its affiliates/customers for possible publication or dissemination outside the Capgemini group, you agree to inform the Company and obtain its prior written consent on the article you wish to disclose. Further, you agree to make such modifications/deletions/revisions to the article as are requested by the Company to protect its property/interest/reputation.

11.4 Non-Disparagement: During the term of your employment with the Company and at all times thereafter, you will not make any false, defamatory or disparaging statements about the Company, or the employees, officers or directors of the Company that are reasonably likely to cause damage to any such entity or person.

11.5 Waiver: No delay or failure of any party in exercising or enforcing any of its rights or remedies whatsoever shall operate as a waiver of those rights or remedies or so as to preclude or impair the exercise or enforcement of those rights or remedies. No single or partial exercise or enforcement of any right or remedy by any party shall preclude or impair any other or further exercise or enforcement of that right or remedy by that Party. Save as expressly provided in this Letter neither party shall be deemed to have waived any of its rights or remedies whatsoever unless the waiver is made in writing, signed by a duly authorized representative of that party and may be given subject to any conditions thought fit by the grantor. Unless otherwise expressly stated any waiver shall be effective only in the instance and for the purpose for which it is given.

11.6 Integration: This Letter alongwith its Exhibit constitutes the entire understanding between the parties and supersedes all previous agreements (written or oral) between the Parties in relation to its subject-matter.

11.7 Survival: Clauses 5.1, 5.13, 6, 7, 9(c), 10, 11.1, 11.7, 11.8 and 11.9 and any other clause which by its nature is expected to survive shall all survive the expiry/termination (for whatever reason) of the Letter and shall continue to apply.

11.8 Dispute Resolution/Governing Law: The Parties to this Agreement 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. 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 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.

11.9 Rights to Injunctive Relief: You hereby expressly acknowledges that any breach or threatened breach by you of any of your obligations set forth in this Letter and/or any of the Company policies may result in significant and continuing injury and irreparable harm to Company, the monetary value of which would be impossible to establish. Therefore, you agree that Company shall be entitled to injunctive relief in a court of appropriate jurisdiction with respect to such provisions.

CONSENT LETTER

For use of Personal Information & Sensitive Personal Data or Information

I,_____ _____residing at _____ _____ _____, do hereby provide my express consent to my employer, 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) background verification agencies for the purpose of verifying the information submitted by me basis which I have been made an offer of employment,
b) payroll processing agencies for processing my payroll (including reimbursement claims),
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.
g) service providers providing services for biometric access to office premises for monitoring attendance.
h) foreign consulates, embassies etc and service providers (including travel agents) for the purpose of processing of visa, work permits etc.

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:

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931350/1

Nikhil Buyyani
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Nikhil Buyyani,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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 subject to 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.

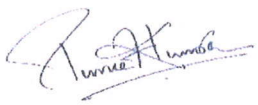
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We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

Nikhil Buyyani

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: Nikhil

Candidate Name: Nikhil Buyyani

Date: 16/12/2018

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931262/1

Karthik Pobbathi
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Karthik Pobbathi,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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 subject to 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

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini

Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

Karthik Pobbathi

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: P. Karthik

Candidate Name: Karthik Pobbathi

Date: 15-12-2018

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931358/1

Polisetti Durga Sai Naga Raju
Sathyabama Institute of Science and Technology

Letter of Intent (''LOI'')

Dear Polisetti Durga Sai Naga Raju,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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 subject to 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.

ThedateofjoiningandthelocationofpostingwillbepurelybasedonbusinessrequirementsofCapgemini. Capgeminisolelyreservestherighttomakeanychangestothedateofjoiningandthelocationofposting during the course of your training and employment withCapgemini.

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, assessmentsandwebinarsasdeemedappropriatebyCapgeminiandthesuccessfulcompletionofthesame is a prerequisite for joiningCapgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignmentsandassessments.Theprogressmadebyyouinthislearningjourneywouldnotonlyhelpyou ingettingon-boardedonprioritybutalsohelpyoutobetrainedforadvancedskillsrelevanttoyourcareer at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitiveindustry.

Upon joining Capgemini,

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3. Duringyourprobationyoumayberequiredtoundergoclassroomtrainingsforsuchdurationas deemed necessary by Capgemini and your performance will be evaluated periodically during such trainingperiod.

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

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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.

Wewouldrequestyoutogothroughtheaboveterms,andletusknowiftheyareacceptabletoyou,within seven days of the issuance of thisletter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



PuneetKumra
Head - Fresher Hiring

ANNEXURE 1

Polisetti Durga Sai Naga Raju

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (RupeesThreeLakhonly).Subsequenttoyoursuccessfulcompletionoftrainingandprobation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of makingpayment.

For & On Behalf of Capgemini



PuneetKumra
Head – FresherHiring

Signature:_____

Candidate Name: Polisetti Durga Sai Naga Raju

Date: _____

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931340/1

Sai Prasad Ch
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Sai Prasad Ch,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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.

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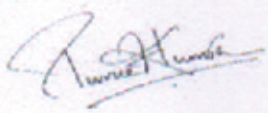
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We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



Puneet Kumra
Head - Fresher Hiring

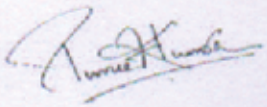
ANNEXURE 1

Sai Prasad Ch

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini



Puneet Kumra
Head – Fresher Hiring

Signature: Saiprasad

Candidate Name: Sai Prasad Ch

Date: 16-12-2018

Capgemini

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931269/1

Samreen G N
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Samreen G N,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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 subject to the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

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Scanned by CamScanner

Upon joining Capgemini,

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We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



Puneet Kumra
Head - Fresher Hiring

Scanned by CamScanner

ANNEXURE 1

Samreen G N

Analyst and A4

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For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: G. N. Samreen

Candidate Name: Samreen G N

Date: 16/12/18

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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

Date: December 11, 2018

Ref No: HR/Campus/LO201931300/1

Sangamreddy Prithvi Kumar
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Sangamreddy Prithvi Kumar,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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.

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Scanned by CamScanner

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We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



Puneet Kumra
Head - Fresher Hiring

Scanned by CamScanner

ANNEXURE 1

Sangamreddy Prithvi Kumar

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: S. prithvi.

Candidate Name: Sangamreddy Prithvi Kumar

Date: 13-12-2018.

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ANNEXURE 1

Singiresu Teja

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: S. Teja

Candidate Name: Singiresu Teja

Date: 14/12/2018

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Capgemini

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931347/1

Swapnil Biswal
Sathyabama Institute of Science and Technology

Letter of Intent ("LOI")

Dear Swapnil Biswal,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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.

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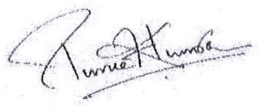
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Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

Swapnil Biswal

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Puneet Kumra
Head – Fresher Hiring

Signature: Swapnil

Candidate Name: Swapnil Biswal

Date: 14/12/2018

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

Date: December 11, 2018

Ref No: HR/Campus/LO201931307/1

Vutla Swathi
Sathyabama Institute of Science and Technology

Letter of Intent (''LOI'')

Dear Vutla Swathi,

With reference to your interview conducted by us at Sathyabama Institute of Science and Technology, 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 subject to 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

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



Puneet Kumra
Head - Fresher Hiring

ANNEXURE 1

Vutla Swathi

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini



Puneet Kumra
Head – Fresher Hiring

Signature: _____

Candidate Name: Vutla Swathi

Date: _____

Capgemini Technology Services India Limited
Plant 2,'C' Wing, 1st Floor, Godrej IT Park,
Godrej & Boyce Compound, Gate No. 2,
L.B.S. Marg, Pirojshanagar, Vikroli (West),
Mumbai-400 079, Maharashtra, India.
Tel:+91.22.6686 0500 | Fax: +91.22.6755 7066
www.capgemini.com

Date: 3-Jan-19

Ref No: HR/Campus/201941923

Mr. Yarramreddy Saisandeep

Sathyabhama Engineering College

Letter of Intent (''LOI'')

Dear Yarramreddy,

With reference to your interview conducted by us at Satyabhama Engineering College, Chennai, 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 subject to 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.

You will be required to undergo mandatory trainings prior to your joining Capgemini. Your joining will be conditional upon successfully clearing the mandatory trainings. 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. You will be required to undergo training for a duration of 6-8 weeks. During the training period, your performance will be evaluated periodically.

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in the opinion of Capgemini.

In addition to the compensation mentioned in Annexure 1, you will be paid **INR 30,000/-** as a one-time incentive **("One Time Incentive")** after completion of 6 months of service from the date of joining Capgemini subject to successful completion of all the conditions listed below:

1. Your probation is confirmed by Capgemini.
2. You are expected to mandatorily complete the pre-joining trainings assigned online (on a platform chosen by Capgemini). This may be supported with classroom/ virtual sessions conducted by facilitators from Capgemini in your college premises/ online classrooms.
3. Post joining, you will be required to undergo advanced technical and soft skill training, which will have assessments and a final test. You are expected to clear all these assessments in order to be eligible for the One Time Incentive.
4. You successfully clear the final assessment in the pre-joining and post joining trainings in one attempt.

In case you do not meet all the above-mentioned criteria during assessments of pre and post-joining training, Capgemini reserves the right to continue your employment without One Time Incentive payout.

One Time Incentive is one-time payment to appreciate your commitment and this will not be considered for any future salary revisions or adjustments of annual salary after the first payout.

Employees eligible for One Time Incentive will receive the amount after probation is confirmed along with their seventh month salary and same will be taxable as per applicable tax laws. However, employees who are serving notice period as on the date of payout will not be eligible for One Time Incentive.

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, 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 hear from you soon. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini

Sayyad Asad Kadri
Senior Director – Head Fresher Hiring

ANNEXURE 1

Yarramreddy Saisandeep

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period your all-inclusive annual target compensation (on a cost to company basis) will be **INR 2,40,000/- (Rupees Two Lakhs Forty Thousand only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,15,000/- (Rupees Three Lakhs Fifteen Thousand only).** Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

Sayyad Asad Kadri
Senior Director – Head Fresher Hiring

Signature:_____
Candidate Name: Yarramreddy Saisandeep
Date: _____

Chegg®

April 26 .2019

Mr.ASHWIN CHERIAN
Kadakilethu house , Mazhukeer ,
Chengannur,
Pathanamthitta District ,
Kerala.

SUB: LETTER OF OFFER

Dear ASHWIN CHERIAN

We refer to your recent discussions with us and are pleased to offer you the position of **"Subject Matter Expert - Computer Science Engineering"** in our organization.

The salary details are provided in the annexure.

We would expect you to join as early as possible but not later than **May 08, 2019** beyond which this offer would stand ipso facto null and void. Your joining and job location is Visakhapatnam.

This offer is subject to satisfactorily clearing the reference checks and joining formalities/ documentation as mentioned below.

At the time of joining, please submit copies of the following documents, and produce originals wherever required:

1. 4 Passport size photographs
2. Copy of Educational certificates & mark sheets (From Std. X till graduation/ PG / PHD etc)
3. Relieving certificate, salary slip/certificate of the last pay drawn from the previous employer/3 months salary credit bank statement
4. Experience certificate from all past/ previous employers
5. Pancard copy
6. Address Proof - Aadhar Card

You will be liable to conform to the Company's policies and procedures, rules and regulations, discipline and general work practice which are subject to change from time to time.

A detailed appointment letter would be issued within 15 Days from the date of joining subject to satisfactory proof of documents on the above list.

Chegg®

Salary Annexure

Details of admissible compensation and benefits subject to the rules of the Company as applicable from time to time to **Mr.ASHWIN CHERIAN**

Name : **ASHWIN CHERIAN**
Designation : Subject Matter Expert - Computer Science Engineering

SALARY COMPONENTS	Annual (Rs.)	Monthly (Rs.)
Basic Salary	144,000	12,000
House Rent Allowance (HRA)	72,000	6,000
Conveyance	19,200	1,600
Medical Allowance	4,800	400
Special Allowance	-	-
Total (A)*	**240,000**	**20,000**
Retirals (B)		
EPF(Employee Provident Fund)	17,280	
Gratuity **	-	
Variable Pay (C)		
Bonus @15% of Gross Annual Salary ***	36,000	
Potential Payout (Including A+B+C)	**293,280**	

*EPF will be deducted as per the EPF act, from your monthly salary.
**Gratuity is payable as per the provisions under the Gratuity Act, which is an additional benefit apart from CTC.
***Bonus is performance linked and is a function of company and team targets, hence variable.

Regards,
For **Chegg India Pvt. Ltd.**

Saumya Agarwal
Manager - Talent Acquisition

Chegg India Pvt. Ltd.
312-314-315, 3rd Floor, DLF Tower A, Jasola District Center, Jasola, New Delhi-110076

Chegg®

April 26 .2019

Mr.GANESH.S
36/15a, Thiruvarasam Pillai St,
Thiru Pathiri Puliyur ,
Cuddalore ,
Tamilnadu.

SUB: LETTER OF OFFER

Dear GANESH.S

We refer to your recent discussions with us and are pleased to offer you the position of **"Subject Matter Expert - Computer Science Engineering"** in our organization.

The salary details are provided in the annexure.

We would expect you to join as early as possible but not later than **May 08, 2019** beyond which this offer would stand ipso facto null and void. Your joining and job location is Visakhapatnam.

This offer is subject to satisfactorily clearing the reference checks and joining formalities/ documentation as mentioned below.

At the time of joining, please submit copies of the following documents, and produce originals wherever required:

1. 4 Passport size photographs
2. Copy of Educational certificates & mark sheets (From Std. X till graduation/ PG / PHD etc)
3. Relieving certificate, salary slip/certificate of the last pay drawn from the previous employer/3 months salary credit bank statement
4. Experience certificate from all past/ previous employers
5. Pancard copy
6. Address Proof - Aadhar Card

You will be liable to conform to the Company's policies and procedures, rules and regulations, discipline and general work practice which are subject to change from time to time.

A detailed appointment letter would be issued within 15 Days from the date of joining subject to satisfactory proof of documents on the above list.

Chegg®

Salary Annexure

Details of admissible compensation and benefits subject to the rules of the Company as applicable from time to time to **Mr.GANESH.S**

Name : **GANESH.S**
Designation : Subject Matter Expert - Computer Science Engineering

SALARY COMPONENTS	Annual (Rs.)	Monthly (Rs.)
Basic Salary	144,000	12,000
House Rent Allowance (HRA)	72,000	6,000
Conveyance	19,200	1,600
Medical Allowance	4,800	400
Special Allowance	-	-
Total (A)*	**240,000**	**20,000**
Retirals (B)		
EPF(Employee Provident Fund)	17,280	
Gratuity **	-	
Variable Pay (C)		
Bonus @15% of Gross Annual Salary ***	36,000	
Potential Payout (Including A+B+C)	**293,280**	

*EPF will be deducted as per the EPF act, from your monthly salary.
**Gratuity is payable as per the provisions under the Gratuity Act, which is an additional benefit apart from CTC.
***Bonus is performance linked and is a function of company and team targets, hence variable.

Regards,
For **Chegg India Pvt. Ltd.**

Saumya Agarwal
Manager - Talent Acquisition

Chegg India Pvt. Ltd.
312-314-315, 3rd Floor, DLF Tower A, Jasola District Center, Jasola, New Delhi-110076

Chegg®

April 26 .2019

Mr.GANGASARAM RAJU
3-27/1 Degam Armoor ,
Nizamabad ,
Telangana.

SUB: LETTER OF OFFER

Dear GANGASARAM RAJU

We refer to your recent discussions with us and are pleased to offer you the position of **"Subject Matter Expert - Computer Science Engineering"** in our organization.

The salary details are provided in the annexure.

We would expect you to join as early as possible but not later than **May 08, 2019** beyond which this offer would stand ipso facto null and void. Your joining and job location is Visakhapatnam.

This offer is subject to satisfactorily clearing the reference checks and joining formalities/ documentation as mentioned below.

At the time of joining, please submit copies of the following documents, and produce originals wherever required:

1. 4 Passport size photographs
2. Copy of Educational certificates & mark sheets (From Std. X till graduation/ PG / PHD etc)
3. Relieving certificate, salary slip/certificate of the last pay drawn from the previous employer/3 months salary credit bank statement
4. Experience certificate from all past/ previous employers
5. Pancard copy
6. Address Proof - Aadhar Card

You will be liable to conform to the Company's policies and procedures, rules and regulations, discipline and general work practice which are subject to change from time to time.

A detailed appointment letter would be issued within 15 Days from the date of joining subject to satisfactory proof of documents on the above list.

Chegg®

Salary Annexure

Details of admissible compensation and benefits subject to the rules of the Company as applicable from time to time to **Mr.GANGASARAM RAJU**

Name : **GANGASARAM RAJU**
Designation : Subject Matter Expert - Computer Science Engineering

SALARY COMPONENTS	Annual (Rs.)	Monthly (Rs.)
Basic Salary	144,000	12,000
House Rent Allowance (HRA)	72,000	6,000
Conveyance	19,200	1,600
Medical Allowance	4,800	400
Special Allowance	-	-
Total (A)*	**240,000**	**20,000**
Retirals (B)		
EPF(Employee Provident Fund)	17,280	
Gratuity **	-	
Variable Pay (C)		
Bonus @15% of Gross Annual Salary ***	36,000	
Potential Payout (Including A+B+C)	**293,280**	

*EPF will be deducted as per the EPF act, from your monthly salary.
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***Bonus is performance linked and is a function of company and team targets, hence variable.

Regards,
For **Chegg India Pvt. Ltd.**

Saumya Agarwal
Manager - Talent Acquisition

Chegg India Pvt. Ltd.
312-314-315, 3rd Floor, DLF Tower A, Jasola District Center, Jasola, New Delhi-110076

Cognizant

05-Nov-2018

Dear ABHISHEK KUMAR
B.Tech/B.E., Civil Engineering
Sathyabama University

Candidate ID - 12394395

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.338,005/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs.21,005/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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 Rs.383,755/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs. 21,755/- towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in Annexure B. 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.

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

Please note
•This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
•Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : Date:

Annexure A

Name: ABHISHEK KUMAR Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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

** 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 pro-rated to the duration spent with Cognizant India for a calendar year and will be paid to you only if you are active on Cognizant's payroll on the day the incentive is paid.

*** Language Premium: This allowance is applicable only for Japanese, German & French language. It will be paid along with the Apr, July, Oct and Jan payroll for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be pro-rated to the duration spent with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

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

Note: Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same.

Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to

pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.

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

Cognizant

05-Nov-2018

Dear A Abinaya,
B.Tech/B.E., Electronics and Communication Engineering
Sathyabama University

Candidate ID – 12394820

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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 **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs. 21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. 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.

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

Please note
- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to 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.,

S. Bethavandu

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : A. Abinaya

Date: 11/02/19

Scanned by CamScanner

Cognizant

05-Nov-2018

Dear Addagada Venkata Avinash,
B.Tech/B.E., Computer Science & Engineering
Sathyabama University

Candidate ID – 12394330

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-.** This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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 **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs. 21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. 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.

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

Please note
- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : **Date:**

Cognizant

Annexure A

Name: Addagada Venkata Avinash **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		**297,000**
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		**317,000**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		**338,005**

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

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

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

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

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

** **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 pro-rated to the duration spent with Cognizant India for a calendar year and will be paid to you only if you are active on Cognizant's payroll on the day the incentive is paid.

*** **Language Premium:** This allowance is applicable only for Japanese, German & French language. It will be paid along with the Apr, July, Oct and Jan payroll for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be pro-rated to the duration spent with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

**** **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.

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Cognizant

05-Nov-2018

Dear Aditya Mohan Singh,
B.Tech/B.E., Computer Science & Engineering
Sathyabama University

Candidate ID – 12394331

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-.** This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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 **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs. 21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. 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.

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

Please note
- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : **Date:**

Cognizant

Annexure A

Name: Aditya Mohan Singh **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		**297,000**
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		**317,000**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		**338,005**

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

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

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

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

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

** **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 pro-rated to the duration spent with Cognizant India for a calendar year and will be paid to you only if you are active on Cognizant's payroll on the day the incentive is paid.

*** **Language Premium:** This allowance is applicable only for Japanese, German & French language. It will be paid along with the Apr, July, Oct and Jan payroll for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be pro-rated to the duration spent with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

**** **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.

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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.

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Cognizant

05-Nov-2018

Dear AISHWARYA .S,
B.Tech/B.E., Civil Engineering
Sathyabama University

Candidate ID - 12394396

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.338,005/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs.21,005/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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 Rs.383,755/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs. 21,755/- towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in Annexure B. 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.

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

Please note
•This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
•Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature :

Date:

Annexure A

Name: AISHWARYA.S Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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Cognizant

05-Nov-2018

Dear Aitha Sai Eswar,
B.Tech/B.E., Computer Science & Engineering
Sathyabama University

Candidate ID – 12394332

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-.** This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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 **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs. 21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. 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.

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

Please note
- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to 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.,



Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : **Date:**

Cognizant

Annexure A

Name: Aitha Sai Eswar **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		**297,000**
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		**317,000**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		**338,005**

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

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

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

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

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

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Cognizant

05-Nov-2018

Dear Ajai Kamal.M,
B.Tech/B.E., Electronics and Instrumentation Engineering
Sathyabama University

Candidate ID – 12394385

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.338,005/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs.21,005/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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 Rs.383,755/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs. 21,755/- towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in Annexure B. 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.

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

Please note
•This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
•Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: Date:

Cognizant

Annexure A

Name: Ajai Kamal.M Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

1. Choose from a bouquet of allowance or benefits
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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.

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Cognizant

05-Nov-2018

Dear AKSHAYA. B,
B.Tech/B.E., Electrical and Electronics Engineering
Sathyabama University

Candidate ID - 12394401

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.338,005/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs.21,005/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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 Rs.383,755/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs. 21,755/- towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in Annexure B. 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.

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Please note
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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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : Date:

Annexure A

Name: AKSHAYA. B Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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Cognizant

05-Nov-2018

Dear Anusri Radha,
B.Tech/B.E., Computer Science & Engineering
Sathyabama University

Candidate ID – 12394346

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-.** This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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 **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs. 21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. 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.

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

Please note
- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : **Date:**

Cognizant

Annexure A

Name: Anusri Radha **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		**297,000**
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		**317,000**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		**338,005**

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

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

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

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

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

** **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 pro-rated to the duration spent with Cognizant India for a calendar year and will be paid to you only if you are active on Cognizant's payroll on the day the incentive is paid.

*** **Language Premium:** This allowance is applicable only for Japanese, German & French language. It will be paid along with the Apr, July, Oct and Jan payroll for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be pro-rated to the duration spent with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

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

Note: Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same.

Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to

pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.

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

Cognizant

05-Nov-2018

Dear Aravind Naik.N,
B.Tech/B.E., Electrical and Electronics Engineering
Sathyabama University

Candidate ID - 12394349

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.338,005/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs.21,005/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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 Rs.383,755/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs. 21,755/- towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in Annexure B. 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.

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

Please note
•This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
•Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : Date:

Annexure A

Name: Aravind Naik.N Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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

** 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 pro-rated to the duration spent with Cognizant India for a calendar year and will be paid to you only if you are active on Cognizant's payroll on the day the incentive is paid.

*** Language Premium: This allowance is applicable only for Japanese, German & French language. It will be paid along with the Apr, July, Oct and Jan payroll for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be pro-rated to the duration spent with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

**** 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.

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

Cognizant

05-Nov-2018

Dear Baggam Bhaskarasaikumar Patnaik,
B.Tech/B.E., Computer Science & Engineering
Sathyabama University

Candidate ID – 12394360

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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 **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs. 21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. 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.

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

Please note
- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : Bhaskara

Date: 11/02/2019

Cognizant

05-Nov-2018

Dear Bala Chandar.G,
B.Tech/B.E., Electronics and Instrumentation Engineering
Sathyabama University

Candidate ID – 12395632

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-.** This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : **Date:**

Cognizant

Annexure A

Name: Bala Chandar.G **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		**297,000**
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		**317,000**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		**338,005**

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

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

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

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

1. Choose from a bouquet of allowance or benefits
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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 pro-rated to the duration spent with Cognizant India for a calendar year and will be paid to you only if you are active on Cognizant's payroll on the day the incentive is paid.

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

05-Nov-2018

Dear BALA KRISHNAN.E,
B.Tech/B.E., Civil Engineering
Sathyabama University

Candidate ID - 12394397

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.338,005/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs.21,005/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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 Rs.383,755/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs. 21,755/- towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in Annexure B. 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.

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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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : Date:

Annexure A

Name: BALA KRISHNAN.E Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

1. Choose from a bouquet of allowance or benefits
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Cognizant

05-Nov-2018

Dear Bhuvaneshwari S,
B.Tech/B.E., Electrical Engineering
Sathyabama University

Candidate ID – 12395327

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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 **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs. 21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

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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.,

S. Bethavandu

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : S. Bhuvaneshwari **Date:** 18-02-2019

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Cognizant

05-Nov-2018

Dear BokkisamLokesh,
B.Tech/B.E., Electronics and Communication Engineering
Sathyabama University

Candidate ID - 123653738

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.338,005/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs.21,005/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : Date:

Cognizant

Annexure A

Name: BokkisamLokesh Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
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	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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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 pro-rated to the duration spent with Cognizant India for a calendar year and will be paid to you only if you are active on Cognizant's payroll on the day the incentive is paid.

*** Language Premium: This allowance is applicable only for Japanese, German & French language. It will be paid along with the Apr, July, Oct and Jan payroll for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be pro-rated to the duration spent with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

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

Note: Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same.

Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to

pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.

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

Cognizant

05-Nov-2018

Dear Sai Teja Chelluboina,
B.Tech/B.E., Electronics and Communication Engineering
Sathyabama University

Candidate ID – 12394970

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-.** This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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 **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs. 21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. 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.

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

Please note
- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : **Date:**

Cognizant

Annexure A

Name: Sai Teja Chelluboina **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		**297,000**
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		**317,000**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		**338,005**

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

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

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

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

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

** **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 pro-rated to the duration spent with Cognizant India for a calendar year and will be paid to you only if you are active on Cognizant's payroll on the day the incentive is paid.

*** **Language Premium:** This allowance is applicable only for Japanese, German & French language. It will be paid along with the Apr, July, Oct and Jan payroll for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be pro-rated to the duration spent with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

**** **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.

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

Cognizant

05-Nov-2018

Dear Chinni Nikhil,
B.Tech/B.E., Computer Science & Engineering
Sathyabama University

Candidate ID – 12394397

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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 **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs. 21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. 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.

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

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to 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.,

S. [signature]

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : Ch. Nikhil **Date:** 11/02/2019

Cognizant

05-Nov-2018

Dear Chiranjeevi K,
B.Tech/B.E., Electronics and Communication Engineering
Sathyabama University

Candidate ID – 12394988

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-.** This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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 **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs. 21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. 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.

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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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : **Date:**

Cognizant

Annexure A

Name: Chiranjeevi K **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		**297,000**
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		**317,000**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		**338,005**

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

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

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

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

1. Choose from a bouquet of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
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*** **Language Premium:** This allowance is applicable only for Japanese, German & French language. It will be paid along with the Apr, July, Oct and Jan payroll for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be pro-rated to the duration spent with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

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

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Cognizant

05-Nov-2018

Dear CHITHIRALA LAKSHMI PRANAY BABA,
B.Tech/B.E., Electronics and Instrumentation Engineering
Sathyabama University

Candidate ID - 12394214

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.338,005/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs.21,005/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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 Rs.383,755/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs. 21,755/- towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in Annexure B. 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.

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

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

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature :

Date:

Cognizant

Annexure A

Name: CHITHIRALA LAKSHMI PRANAY BABA Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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

05-Nov-2018

Dear Daggubati Sujay,
B.Tech/B.E., Computer Science & Engineering
Sathyabama University

Candidate ID – 12394403

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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 **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs. 21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. 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.

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

Please note
- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to 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.,

S. Bethavandu

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature :

Date: 07/11/2018
(MM/dd/yyyy)

Cognizant

05-Nov-2018

Dear Dara Jayanth,
B.Tech/B.E., Electronics and Communication Engineering
Sathyabama University

Candidate ID – 12394999

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : D. Jayanth **Date:** 19/01/2019

Cognizant

05-Nov-2018

Dear Sai Poojith Reddy Dasari,
B.Tech/B.E., Electronics and Communication Engineering
Sathyabama University

Candidate ID – 12395000

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature :

Date: 19-01-2019

Cognizant

05-Nov-2018

Dear DEEPAK RAJ.M,
B.Tech/B.E.,Automobile Engineering
Sathyabama University

Candidate ID – 12394404

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.338,005/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs.21,005/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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 Rs.383,755/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs. 21,755/- towards benefits such as Medical, Accident, Life Insurance and Gratuity.

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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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: Date:

Cognizant

Annexure A

Name:	DEEPAK RAJ.M	Designation:	Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
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	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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

** 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 pro-rated to the duration spent with Cognizant India for a calendar year and will be paid to you only if you are active on Cognizant's payroll on the day the incentive is paid.

*** Language Premium: This allowance is applicable only for Japanese, German & French language. It will be paid along with the Apr, July, Oct and Jan payroll for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be pro-rated to the duration spent with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

**** 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.

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Cognizant

05-Nov-2018

Dear Elson J,
B.Tech/B.E., Biotechnology
Sathyabama University

Candidate ID – 12395675

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-.** This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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 **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs. 21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. 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.

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

Please note
- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : **Date:**

Cognizant

Annexure A

Name: Elson J **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		**297,000**
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		**317,000**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		**338,005**

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

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

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

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

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2. Redefine your salary structure within prescribed guidelines
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*** **Language Premium:** This allowance is applicable only for Japanese, German & French language. It will be paid along with the Apr, July, Oct and Jan payroll for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be pro-rated to the duration spent with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

**** **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.

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Cognizant

05-Nov-2018

Dear Vijay Krishna Gamidi,
B.Tech/B.E., Computer Science & Engineering
Sathyabama University

Candidate ID – 12394434

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-.** This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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 **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs. 21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. 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.

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

Please note
- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : **Date:**

Cognizant

Annexure A

Name: Vijay Krishna Gamidi **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		**297,000**
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		**317,000**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		**338,005**

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

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

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

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

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2. Redefine your salary structure within prescribed guidelines
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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.

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Cognizant

05-Nov-2018

Dear Gaurav Sharma,
B.Tech/B.E., Automobile/Automotive Engineering
Sathyabama University

Candidate ID – 12395754

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-.** This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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 **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs. 21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. 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.

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

Please note
- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : **Date:**

Cognizant

Annexure A

Name: Gaurav Sharma **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		**297,000**
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		**317,000**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		**338,005**

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

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

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

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

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

** **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 pro-rated to the duration spent with Cognizant India for a calendar year and will be paid to you only if you are active on Cognizant's payroll on the day the incentive is paid.

*** **Language Premium:** This allowance is applicable only for Japanese, German & French language. It will be paid along with the Apr, July, Oct and Jan payroll for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be pro-rated to the duration spent with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

**** **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.

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Cognizant

05-Nov-2018

Dear GOWTHAM.R,
B.Tech/B.E.,Automobile Engineering
Sathyabama University

Candidate ID – 12394407

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.338,005/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs.21,005/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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 Rs.383,755/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs. 21,755/- towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in Annexure B. 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.

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

Please note
•This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
•Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: Date:

Cognizant

Annexure A

Name: GOWTHAM.R Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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05-Nov-2018

Dear Kolagani Venkata Sai Ganesh Deepak
B.Tech/B.E., Electrical and Electronics Engineering
Sathyabama University

Candidate ID - 12395185

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.338,005/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs.21,005/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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 Rs.383,755/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs. 21,755/- towards benefits such as Medical, Accident, Life Insurance and Gratuity.

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Please note
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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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : Date:

Annexure A

Name: Kolagani Venkata Sai Ganesh Deepak Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
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	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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- Round the Clock Group personal accident Insurance coverage
- Group Term Life Insurance Coverage
- Employees' compensation insurance benefit as per the Employees' Compensation Act, 2010
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Cognizant

05-Nov-2018

Dear Konala Sudheer Das,
B.Tech/B.E., Electrical and Electronics Engineering
Sathyabama University

Candidate ID - 12394351

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.338,005/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs.21,005/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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 Rs.383,755/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs. 21,755/- towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in Annexure B. 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.

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

Please note
•This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
•Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : Date:

Annexure A

Name: Konala Sudheer Das Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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

** 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 pro-rated to the duration spent with Cognizant India for a calendar year and will be paid to you only if you are active on Cognizant's payroll on the day the incentive is paid.

*** Language Premium: This allowance is applicable only for Japanese, German & French language. It will be paid along with the Apr, July, Oct and Jan payroll for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be pro-rated to the duration spent with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

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

Note: Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same.

Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to

pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.

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

Cognizant

05-Nov-2018

Dear Meghana Konka,
B.Tech/B.E., Computer Science & Engineering
Sathyabama University

Candidate ID – 12394485

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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 **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs. 21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. 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.

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

Please note

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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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions

Signature : K. Meghana

Date: 18/02/19

Cognizant

05-Nov-2018

Dear Kshitij Choudhary,
B.Tech/B.E., Information Technology
Sathyabama University

Candidate ID – 11908984

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-.** This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : **Date:**

Cognizant

Annexure A

Name: Kshitij Choudhary **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		**297,000**
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		**317,000**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		**338,005**

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

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- Round the Clock Group personal accident Insurance coverage
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PF is contributed at 12% of your basic. If you are an International worker, it is contributed at 12% of your monthly gross compensation excluding HRA.

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Cognizant

05-Nov-2018

Dear Lanka Nikhil Manikanta
B.Tech/B.E., Electrical and Electronics Engineering
Sathyabama University

Candidate ID - 12395354

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.338,005/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs.21,005/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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 Rs.383,755/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs. 21,755/- towards benefits such as Medical, Accident, Life Insurance and Gratuity.

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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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : Date:

Annexure A

Name: Lanka Nikhil Manikanta Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
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	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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- Group Term Life Insurance Coverage
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- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act
- Women associates joining Cognizant will be entitled to Maternity leave as per the Maternity Benefit (Amendment) Act, 2017

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

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

Cognizant

05-Nov-2018

Dear Pallavi Vss Lanka,
B.Tech/B.E., Biotechnology
Sathyabama University

Candidate ID – 12395681

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-.** This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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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.,



Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : **Date:**

Cognizant

Annexure A

Name: Pallavi Vss Lanka **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		**297,000**
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		**317,000**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		**338,005**

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

- Floating Medical Insurance Coverage
- Round the Clock Group personal accident Insurance coverage
- Group Term Life Insurance Coverage
- Employees' compensation insurance benefit as per the Employees' Compensation Act, 2010
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PF is contributed at 12% of your basic. If you are an International worker, it is contributed at 12% of your monthly gross compensation excluding HRA.

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Cognizant

05-Nov-2018

Dear MachineniHemanthYadav,
B.Tech/B.E., Electronics Tele Communication Engineering
Sathyabama University

Candidate ID - 12394403

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.338,005/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs.21,005/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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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.,



Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : Date:

Cognizant

Annexure A

Name: MachineniHemanthYadav Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
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3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
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	Gratuity		5,005
	Annual Total Remuneration		338,005

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Cognizant

05-Nov-2018

Dear Guvvala Manikanta Reddy,
B.Tech/B.E., Computer Science & Engineering
Sathyabama University

Candidate ID – 12394533

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-.** This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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 **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs. 21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. 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.

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

Please note
- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : **Date:**

Cognizant

Annexure A

Name: Guvvala Manikanta Reddy **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		**297,000**
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		**317,000**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		**338,005**

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

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

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

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

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

** **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 pro-rated to the duration spent with Cognizant India for a calendar year and will be paid to you only if you are active on Cognizant's payroll on the day the incentive is paid.

*** **Language Premium:** This allowance is applicable only for Japanese, German & French language. It will be paid along with the Apr, July, Oct and Jan payroll for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be pro-rated to the duration spent with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

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

Note: Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same.

Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to

pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.

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

Cognizant

05-Nov-2018

Dear Nagesh Bharti,
B.Tech/B.E., Information Technology
Sathyabama University

Candidate ID – 12394792

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-.** This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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 **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs. 21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

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

Please note
- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : **Date:**

Cognizant

Annexure A

Name: Nagesh Bharti **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		**297,000**
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		**317,000**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		**338,005**

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

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

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

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

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

** **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 pro-rated to the duration spent with Cognizant India for a calendar year and will be paid to you only if you are active on Cognizant's payroll on the day the incentive is paid.

*** **Language Premium:** This allowance is applicable only for Japanese, German & French language. It will be paid along with the Apr, July, Oct and Jan payroll for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be pro-rated to the duration spent with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

**** **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.

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Cognizant

05-Nov-2018

Dear Nirmal Raman.S,
B.Tech/B.E., Mechanical and Production Engineering
Sathyabama University

Candidate ID – 12394381

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.338,005/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs.21,005/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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 Rs.383,755/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs. 21,755/- towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in Annexure B. 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.

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

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

We look forward to 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature:

Date:

Annexure A

Name:	Nirmal Raman.S	Designation:	Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

- Floating Medical Insurance Coverage
- Round the Clock Group personal accident Insurance coverage
- Group Term Life Insurance Coverage
- Employees' compensation insurance benefit as per the Employees' Compensation Act, 2010
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- Women associates joining Cognizant will be entitled to Maternity leave as per the Maternity Benefit (Amendment) Act, 2017

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

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Cognizant

05-Nov-2018

Dear Rayshma V,
B.Tech/B.E., Biomedical Engineering
Sathyabama University

Candidate ID – 12395697

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-.** This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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 **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs. 21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

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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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : **Date:**

Cognizant

Annexure A

Name: Rayshma V **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		**297,000**
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		**317,000**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		**338,005**

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

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

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Cognizant

05-Nov-2018

Dear Shankhajit Deb,
B.Tech/B.E., Electronics & Telecommunication Engineering
Sathyabama University

Candidate ID – 12395608

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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Please note
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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.,

Suresh Bethavandu
Global Head-Talent Acquisition

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

Signature : Shankhajit Deb **Date:** 11/02/2019

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Cognizant

05-Nov-2018

Dear Shaswati Mallik,
B.Tech/B.E., Bioinformatics
Sathyabama University

Candidate ID – 12395670

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

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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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : Shaswati Mallik **Date:** NOV 7 2018

Cognizant

Cognizant Technology Solutions India Pvt. Ltd.
MEPZ - SPECIAL ECONOMIC ZONE
Plot No: A-15,16,17(Part), B-20,
C-10,C-1 & D-2, National Highways -45,
Tambaram, GST Road
Chennai 600 045, Tamilnadu
CIN-U72300TN1994PTC026590
Tel : +91 44 3092 1000
Fax: +91 44 3092 1060
Email: cognizantindia@cognizant.com
Website: www.cognizant.com

14-January-2019

Ref No: 12395609

Shivam Kumar
B.Tech/B.E., Electronics & Telecommunications
Sathyabama University

Dear **Shivam**,

Further to the internship selection process, we are pleased to provide you with an opportunity of Internship with us for **19-January-2019** to **30-April-2019** during which you will be offered a stipend Amount of **INR 12000** per month.

Please also note that:

- Holidays will be as per the calendar of the Cognizant's location of internship. You are not eligible and cannot avail of any Leave during your internship period.
- Internship duration may be shortened, based on the business demand and your performance. Internship performance would be reviewed periodically for continuation of your service.

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.

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

This internship is offered as an extension of educational training program for academic purposes. As part of your internship, you may be required, to travel to other locations within India. 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.,

S. Bethavandu

Suresh Bethavandu
Global Head-Talent Acquisition

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

Signature: Shivam

Date: 01/19/2019

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Cognizant

05-Nov-2018

Dear Uppala Vinay Kumar,
B.Tech/B.E., Mechanical and Production Engineering
Sathyabama University

Candidate ID – 12394384

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.338,005/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs.21,005/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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 Rs.383,755/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs. 21,755/- towards benefits such as Medical, Accident, Life Insurance and Gratuity.

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

Please note
•This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
•Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: Date:

Cognizant

Annexure A

Name:	Uppala Vinay Kumar	Designation:	Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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

** 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 pro-rated to the duration spent with Cognizant India for a calendar year and will be paid to you only if you are active on Cognizant's payroll on the day the incentive is paid.

*** Language Premium: This allowance is applicable only for Japanese, German & French language. It will be paid along with the Apr, July, Oct and Jan payroll for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be pro-rated to the duration spent with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

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

Note: Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same.

Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to

pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.

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

Cognizant

05-Nov-2018

Dear V SHREENATH,
B.Tech/B.E., Electronics and Instrumentation Engineering
Sathyabama University

Candidate ID – 12394391

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.338,005/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs.21,005/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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 Rs.383,755/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs. 21,755/- towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in Annexure B. 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.

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

Please note
•This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
•Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to 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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: Date:

Cognizant

Annexure A

Name: V SHREENATH Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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

** 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 pro-rated to the duration spent with Cognizant India for a calendar year and will be paid to you only if you are active on Cognizant's payroll on the day the incentive is paid.

*** Language Premium: This allowance is applicable only for Japanese, German & French language. It will be paid along with the Apr, July, Oct and Jan payroll for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be pro-rated to the duration spent with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

**** 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.

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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.

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05-Nov-2018

Dear WeslyJude.J.D,
B.Tech/B.E., Civil Engineering
Sathyabama University

Candidate ID - 12394400

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.338,005/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs.21,005/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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 Rs.383,755/-. This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs. 21,755/- towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in Annexure B. 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.

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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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : Date:

Cognizant

Annexure A

Name:WeslyJude.J.D Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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*** Language Premium: This allowance is applicable only for Japanese, German & French language. It will be paid along with the Apr, July, Oct and Jan payroll for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be pro-rated to the duration spent with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

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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.

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Cognizant

14-Jun-2019

Dear Mangireddi Akhil,
B.Tech/B.E., Aeronautical & Engineering
Sathyabama Institute of Science and Technology

Candidate ID - 12071759

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.338,005/-. This includes an annual incentive indication of Rs.20,000/-, as well as Cognizant's contribution of Rs.21,005/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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 Rs.383,755/-. This includes an annual incentive indication of Rs.20,000/-, as well as Cognizant's contribution of Rs. 21,755/- towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in Annexure B. 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.

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

Please note

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

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature : Date:

Annexure A

Name: Mangireddi Akhil Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8,675	104,100
2	HRA @60% of basic*	5,205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1,250	15,000
5	Company's contribution of PF #	1,041	12,492
6	Advance Statutory Bonus***	2,000	24,000
7	Special Allowance*	5,779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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

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

Cognizant

08-Jul-2019

Dear Mariya Christeena Vinitha.K,
B.Tech/B.E., Information Technology
Sathyabama University

Candidate ID - 12394337

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.338,005/-. This includes an annual incentive indication of Rs.20,000/-, as well as Cognizant's contribution of Rs.21,005/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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 Rs.383,755/-. This includes an annual incentive indication of Rs.20,000/-, as well as Cognizant's contribution of Rs. 21,755/- towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in Annexure B. 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.

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Please note
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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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature :

Date:

Annexure A

Name: Mariya Christeena Vinitha.K Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

Cognizant

08-Jul-2019

Dear Mohammed Thouseef.D,
B.Tech/B.E., Information Technology
Sathyabama University

Candidate ID - 12394788

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.338,005/-. This includes an annual incentive indication of Rs.20,000/-, as well as Cognizant's contribution of Rs.21,005/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

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 Rs.383,755/-. This includes an annual incentive indication of Rs.20,000/-, as well as Cognizant's contribution of Rs. 21,755/- towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in Annexure B. 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.

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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.,

Suresh Bethavandu
Global Head-Talent Acquisition
I have read the offer, understood and accept the above mentioned terms and conditions.

Signature :

Date:

Annexure A

Name: Mohammed Thouseef.D Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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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 pro-rated to the duration spent with Cognizant India for a calendar year and will be paid to you only if you are active on Cognizant's payroll on the day the incentive is paid.

*** Language Premium: This allowance is applicable only for Japanese, German & French language. It will be paid along with the Apr, July, Oct and Jan payroll for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be pro-rated to the duration spent with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

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

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

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

30 Jan, 2019

AATISHA CYRILL

Dear AATISHA,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,

Yours Sincerely,

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

30 Jan, 2019

AATISHA CYRILL
76, New Colony, Dak Bunglow Road, West Champaran

Bettiah, 845438
India

Dear AATISHA,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as Svc Info Developer I b at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 1 Jul, 2019.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

You are expected to report at HP Avenue, 39/40, Electronics City Hosur Road Bangalore, Karnataka 560100 at 10:30 am to complete your joining formalities.

1 PAY and BENEFITS

Your Fixed Gross Salary will be INR 550,000.00 per annum.

1.1 Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR 220,000.00.

1.2. Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

1.4. Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.5 Variable Pay Program

You will be eligible to participate in any one Variable Pay Program, which would vary according to your business/role. Goals and metrics may vary with each performance period, and payments under this plan are granted at the sole discretion of the Company. The plan details as applicable to you will be communicated to you at the time of joining.

1.6 Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 11,577 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1.Your job classification detail is as listed below:

Job Function: ES - Services

Job Family: ES - Svc Information Development
Job Title (Internal): Svc Info Developer I b
Salary Grade: M19

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement
You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination
i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest
Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct
In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 General Conditions

1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers
2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

Thanking You,

Yours Sincerely,

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources
* This is an electronically generated letter and hence does not require a signature.

I accept the above referred Pay and Benefits and the general terms and conditions of employment

Aatisha Cyrill
Aatisha Cyrill (Feb 1, 2019)

_____
AATISHA CYRILL

Feb 1, 2019

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)

Job Family: ES - Svc Information Development
Title: Svc Info Developer I b

1 a. House Rent Allowance
Maximum Limit: 60% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord
1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2014 to 2017.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs.200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs.2,400
Supporting Documentation: Declaration

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel): (Per child per month Rs.300)
Maximum Limit: Rs.7,200
Supporting Documentation: Declaration

5a. Company Car Program
Lease rental as per vehicle of choice
5b. Fuel expense reimbursement towards Company Car
Maximum Limit: Rs.160,000

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/ restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − An amount of Rs.700/− will be paid out monthly as advance Bonus/Exgratia. For those earning basic salary up to Rs.10, 000/−pm advance Bonus is paid towards payment of bonus payable under the Payment of Bonus Act, 1965. Those having basic salary above Rs.10, 000/−pm this amount will be treated as ex gratia.
Maximum Limit: Rs. 8,400

8. Personal Pay through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.
a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/ she should not draw more than:
a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:
a) Q1 − April, May, June
b) Q2 − July, August, September
c) Q3 − October, November, December
d) Q4 − January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro−rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.

3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer
Original Required for Verification: Yes
No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.
Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

AATISHA CYRILL

1. Consideration and Relationship to Employment. As a condition of my employment with DXC or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. Confidential Information. This Agreement concerns trade secrets, confidential business and technical information, and know−how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

(a) to use such information only in the performance of Company duties;
(b) to hold such information in confidence and trust; and
(c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company. I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. Proprietary Developments. This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information. Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

(a) to disclose them promptly to Company;
(b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
(c) to assign any right of recovery for past damages to Company; and
(d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense. I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed

by the employee for the employer.

4. Respect for Rights of Former Employers. I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. Work Product. The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. Company Property. I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. Protective Covenants. I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company. I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) No Solicitation of Customers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with or accepting any order from any customer of Company for the benefit of a Competing Line of Business if I either had business−related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) No Solicitation of Company Employees. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) No Solicitation of Company Suppliers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company. As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). "Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or

separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. Enforcement. I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post−employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements. For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. Relief; Extension. I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. Severability; Authority for Revision; Assignment; Governing Law. The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. Acceptance by Company. A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. Acceptance by Employee. By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior

to my acceptance of such terms.

FOR Company

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

FOR Employee

Name : AATISHA CYRILL

Aatisha Cyrill
Aatisha Cyrill (Feb 1, 2019)

Date : Feb 1, 2019

DXC.technology

24 Sep, 2018

AJAY.V

Dear AJAY .V,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,

Yours Sincerely,

Arun D Rao

Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

24 Sep, 2018

AJAY.V

Dear AJAY.V

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as ITO Svc Delivery Cons I-b at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 1 Oct, 2018.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

You are expected to report at HP Avenue, 39/40, Electronics City Hosur Road Bangalore, Karnataka 560100 at 10:30 am to complete your joining formalities.

1 PAY and BENEFITS

Your Fixed Gross Salary will be INR 335,949.00 per annum.

Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR 134,379.60.

Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

Variable Pay Program

You will be eligible to participate in any one Variable Pay Program, which would vary according to your business/role. Goals and metrics may vary with each performance period, and payments under this plan are granted at the sole discretion of the Company. The plan details as applicable to you will be communicated to you at the time of joining.

Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 11,577 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick –cum–casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

Your job classification detail is as listed below:

Job Function: ES - Services

Job Family: ES - SVC-ITO Service Delivery
Job Title (Internal): ITO Svc Delivery Cons I-b
Salary Grade: M16

Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

Retirement
You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

Notice for Separation/ Termination
i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

Conflict of Interest
Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

Standards of Business Conduct
In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

General Conditions
1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers
2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

Thanking You,

Yours Sincerely,

Arun D Rao
Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources
* This is an electronically generated letter and hence does not require a signature.

I accept the above referred Pay and Benefits and the general terms and conditions of employment

AJAY.V

Sep 27, 2018

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

First Name Middle Name Last Name

Date

Place

Annexure II

Flexible Benefits Plan (FBP)

Job Family: ES - SVC-ITO Service Delivery
Title: ITO Svc Delivery Cons I-b

1 a. House Rent Allowance
Maximum Limit: 60% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord
1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2014 to 2017.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs.200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs.2,400
Supporting Documentation: Declaration

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel): (Per child per month Rs.300)
Maximum Limit: Rs.7,200
Supporting Documentation: Declaration

5a. Company Car Program
Lease rental as per vehicle of choice
5b. Fuel expense reimbursement towards Company Car
Maximum Limit: Rs.160,000

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/ restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia – An amount of Rs.700/– will be paid out monthly as advance Bonus/Exgratia. For those earning basic salary up to Rs.10, 000/–pm advance Bonus is paid towards payment of bonus payable under the Payment of Bonus Act, 1965. Those having basic salary above Rs.10, 000/–pm this amount will be treated as ex gratia.
Maximum Limit: Rs. 8,400

8. Personal Pay through Payroll – Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex–showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.
a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/ she should not draw more than:
a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:
a) Q1 – April, May, June
b) Q2 – July, August, September
c) Q3 – October, November, December
d) Q4 – January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro–rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.

3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer
Original Required for Verification: Yes
No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.
Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

AJAY.V

DXC.technology

1. Consideration and Relationship to Employment. As a condition of my employment with DXC or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. Confidential Information. This Agreement concerns trade secrets, confidential business and technical information, and know−how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

(a) to use such information only in the performance of Company duties;
(b) to hold such information in confidence and trust; and
(c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company. I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. Proprietary Developments. This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information. Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

(a) to disclose them promptly to Company;
(b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
(c) to assign any right of recovery for past damages to Company; and
(d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense. I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed

by the employee for the employer.

4. Respect for Rights of Former Employers. I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. Work Product. The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. Company Property. I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. Protective Covenants. I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company. I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) No Solicitation of Customers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with or accepting any order from any customer of Company for the benefit of a Competing Line of Business if I either had business−related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) No Solicitation of Company Employees. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) No Solicitation of Company Suppliers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company. As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). "Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or

separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. Enforcement. I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post−employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements. For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. Relief; Extension. I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. Severability; Authority for Revision; Assignment; Governing Law. The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. Acceptance by Company. A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. Acceptance by Employee. By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior

to my acceptance of such terms.

FOR Company

Arun D Rao

Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

FOR Employee

Name : AJAY.V

Date : Sep 27, 2018

DXC.technology

24 Sep, 2018

AKSHAYAN.S.K

Dear AKSHAYAN.S.K,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,
Yours Sincerely,

Arun D Rao
Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

24 Sep, 2018

AKSHAYAN.S.K

Dear AKSHAYAN.S.K,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as ITO Svc Delivery Cons I-b at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 1 Oct, 2018.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

You are expected to report at HP Avenue, 39/40, Electronics City Hosur Road Bangalore, Karnataka 560100 at 10:30 am to complete your joining formalities.

1 PAY and BENEFITS

Your Fixed Gross Salary will be INR 335,949.00 per annum.

Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR 134,379.60.

Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

Variable Pay Program

You will be eligible to participate in any one Variable Pay Program, which would vary according to your business/role. Goals and metrics may vary with each performance period, and payments under this plan are granted at the sole discretion of the Company. The plan details as applicable to you will be communicated to you at the time of joining.

Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 11,577 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick –cum–casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

Your job classification detail is as listed below:

Job Function: ES - Services

Job Family: ES - SVC-ITO Service Delivery
Job Title (Internal): ITO Svc Delivery Cons I-b
Salary Grade: M16

Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

Retirement
You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

Notice for Separation/ Termination
i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

Conflict of Interest
Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

Standards of Business Conduct
In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

General Conditions
1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers
2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

Thanking You,

Yours Sincerely,

Arun D Rao
Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources
* This is an electronically generated letter and hence does not require a signature.

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
AKSHAYAN.S.K

Sep 27, 2018

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)

Job Family: ES - SVC-ITO Service Delivery
Title: ITO Svc Delivery Cons I-b

1 a. House Rent Allowance
Maximum Limit: 60% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord
1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2014 to 2017.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs.200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs.2,400
Supporting Documentation: Declaration

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel): (Per child per month Rs.300)
Maximum Limit: Rs.7,200
Supporting Documentation: Declaration

5a. Company Car Program
Lease rental as per vehicle of choice
5b. Fuel expense reimbursement towards Company Car
Maximum Limit: Rs.160,000

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/ restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia – An amount of Rs.700/– will be paid out monthly as advance Bonus/Exgratia. For those earning basic salary up to Rs.10, 000/–pm advance Bonus is paid towards payment of bonus payable under the Payment of Bonus Act, 1965. Those having basic salary above Rs.10, 000/–pm this amount will be treated as ex gratia.
Maximum Limit: Rs. 8,400

8. Personal Pay through Payroll – Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex–showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.
a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/ she should not draw more than:
a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:
a) Q1 – April, May, June
b) Q2 – July, August, September
c) Q3 – October, November, December
d) Q4 – January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro–rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.

3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer
Original Required for Verification: Yes
No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.
Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

AKSHAYAN.S.K

1. Consideration and Relationship to Employment. As a condition of my employment with DXC or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. Confidential Information. This Agreement concerns trade secrets, confidential business and technical information, and know−how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

(a) to use such information only in the performance of Company duties;
(b) to hold such information in confidence and trust; and
(c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company. I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. Proprietary Developments. This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information. Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

(a) to disclose them promptly to Company;
(b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
(c) to assign any right of recovery for past damages to Company; and
(d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense. I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed

by the employee for the employer.

4. Respect for Rights of Former Employers. I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. Work Product. The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. Company Property. I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. Protective Covenants. I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company. I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) No Solicitation of Customers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with or accepting any order from any customer of Company for the benefit of a Competing Line of Business if I either had business−related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) No Solicitation of Company Employees. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) No Solicitation of Company Suppliers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company. As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). "Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or

separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. Enforcement. I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post−employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements. For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. Relief; Extension. I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. Severability; Authority for Revision; Assignment; Governing Law. The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. Acceptance by Company. A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. Acceptance by Employee. By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior

to my acceptance of such terms.

FOR Company

Arun D Rao

Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

FOR Employee

Name : AKSHAYAN.S.K

Date : Sep 27, 2018

30 Jan, 2019

TONY JASON ANGA

Dear TONY JASON,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,

Yours Sincerely,

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

30 Jan, 2019

TONY JASON ANGA
87/1362-3-A-1,Chandra Sekhar Reddy Nagar

KURNOOL, 518002
India

Dear TONY JASON,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as Svc Info Developer I b at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 1 Jul, 2019.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

You are expected to report at HP Avenue, 39/40, Electronics City Hosur Road Bangalore, Karnataka 560100 at 10:30 am to complete your joining formalities.

1 PAY and BENEFITS

Your Fixed Gross Salary will be INR 550,000.00 per annum.

1.1 Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR 220,000.00.

1.2. Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

1.4. Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.5 Variable Pay Program

You will be eligible to participate in any one Variable Pay Program, which would vary according to your business/role. Goals and metrics may vary with each performance period, and payments under this plan are granted at the sole discretion of the Company. The plan details as applicable to you will be communicated to you at the time of joining.

1.6 Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 11,577 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1.Your job classification detail is as listed below:

Job Function: ES - Services

Job Family: ES - Svc Information Development
Job Title (Internal): Svc Info Developer I b
Salary Grade: M19

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement
You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination
i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest
Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct
In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 General Conditions

1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers
2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

Thanking You,

Yours Sincerely,

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources
* This is an electronically generated letter and hence does not require a signature.

I accept the above referred Pay and Benefits and the general terms and conditions of employment



_____
TONY JASON ANGA

Jan 31, 2019

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)

Job Family: ES - Svc Information Development
Title: Svc Info Developer I b

1 a. House Rent Allowance
Maximum Limit: 60% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord
1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2014 to 2017.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs.200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs.2,400
Supporting Documentation: Declaration

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel): (Per child per month Rs.300)
Maximum Limit: Rs.7,200
Supporting Documentation: Declaration

5a. Company Car Program
Lease rental as per vehicle of choice
5b. Fuel expense reimbursement towards Company Car
Maximum Limit: Rs.160,000

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/ restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − An amount of Rs.700/− will be paid out monthly as advance Bonus/Exgratia. For those earning basic salary up to Rs.10, 000/−pm advance Bonus is paid towards payment of bonus payable under the Payment of Bonus Act, 1965. Those having basic salary above Rs.10, 000/−pm this amount will be treated as ex gratia.
Maximum Limit: Rs. 8,400

8. Personal Pay through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.
a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/ she should not draw more than:
a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:
a) Q1 − April, May, June
b) Q2 − July, August, September
c) Q3 − October, November, December
d) Q4 − January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro−rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.

3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer
Original Required for Verification: Yes
No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.
Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

TONY JASON ANGA

1. Consideration and Relationship to Employment. As a condition of my employment with DXC or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. Confidential Information. This Agreement concerns trade secrets, confidential business and technical information, and know−how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

(a) to use such information only in the performance of Company duties;
(b) to hold such information in confidence and trust; and
(c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company. I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. Proprietary Developments. This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information. Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

(a) to disclose them promptly to Company;
(b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
(c) to assign any right of recovery for past damages to Company; and
(d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense. I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed

by the employee for the employer.

4. Respect for Rights of Former Employers. I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. Work Product. The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. Company Property. I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. Protective Covenants. I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company. I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) No Solicitation of Customers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with or accepting any order from any customer of Company for the benefit of a Competing Line of Business if I either had business−related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) No Solicitation of Company Employees. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) No Solicitation of Company Suppliers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company. As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). "Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or

separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. Enforcement. I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post−employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements. For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. Relief; Extension. I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. Severability; Authority for Revision; Assignment; Governing Law. The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. Acceptance by Company. A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. Acceptance by Employee. By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior

to my acceptance of such terms.

FOR Company

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

FOR Employee

Name : TONY JASON ANGA



Date : Jan 31, 2019

DXC.technology

30 Jan, 2019

Anmol Nanda

Dear Anmol,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,

Yours Sincerely,

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

30 Jan, 2019

Anmol Nanda
C-11, Rams Apartment, 7th Panchayat road, Perungudi

Chennai, 600096
India

Dear Anmol,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as Svc Info Developer I b at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 1 Jul, 2019.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

You are expected to report at HP Avenue, 39/40, Electronics City Hosur Road Bangalore, Karnataka 560100 at 10:30 am to complete your joining formalities.

1 PAY and BENEFITS

Your Fixed Gross Salary will be INR 550,000.00 per annum.

1.1 Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR 220,000.00.

1.2. Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

1.4. Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.5 Variable Pay Program

You will be eligible to participate in any one Variable Pay Program, which would vary according to your business/role. Goals and metrics may vary with each performance period, and payments under this plan are granted at the sole discretion of the Company. The plan details as applicable to you will be communicated to you at the time of joining.

1.6 Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 11,577 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1.Your job classification detail is as listed below:

Job Function: ES - Services

Job Family: ES - Svc Information Development
Job Title (Internal): Svc Info Developer I b
Salary Grade: M19

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement
You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination
i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest
Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct
In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 General Conditions

1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers
2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

Thanking You,

Yours Sincerely,

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources
* This is an electronically generated letter and hence does not require a signature.

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
Anmol Nanda

Jan 31, 2019

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)

Job Family: ES - Svc Information Development
Title: Svc Info Developer I b

1 a. House Rent Allowance
Maximum Limit: 60% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord
1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2014 to 2017.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs.200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs.2,400
Supporting Documentation: Declaration

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel): (Per child per month Rs.300)
Maximum Limit: Rs.7,200
Supporting Documentation: Declaration

5a. Company Car Program
Lease rental as per vehicle of choice
5b. Fuel expense reimbursement towards Company Car
Maximum Limit: Rs.160,000

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/ restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − An amount of Rs.700/− will be paid out monthly as advance Bonus/Exgratia. For those earning basic salary up to Rs.10, 000/−pm advance Bonus is paid towards payment of bonus payable under the Payment of Bonus Act, 1965. Those having basic salary above Rs.10, 000/−pm this amount will be treated as ex gratia.
Maximum Limit: Rs. 8,400

8. Personal Pay through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.
a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/ she should not draw more than:
a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:
a) Q1 − April, May, June
b) Q2 − July, August, September
c) Q3 − October, November, December
d) Q4 − January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro−rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.

3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer
Original Required for Verification: Yes
No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.
Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

Anmol Nanda

1. Consideration and Relationship to Employment. As a condition of my employment with DXC or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. Confidential Information. This Agreement concerns trade secrets, confidential business and technical information, and know−how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

(a) to use such information only in the performance of Company duties;
(b) to hold such information in confidence and trust; and
(c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company. I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. Proprietary Developments. This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information. Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

(a) to disclose them promptly to Company;
(b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
(c) to assign any right of recovery for past damages to Company; and
(d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense. I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed

by the employee for the employer.

4. Respect for Rights of Former Employers. I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. Work Product. The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. Company Property. I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. Protective Covenants. I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company. I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) No Solicitation of Customers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with or accepting any order from any customer of Company for the benefit of a Competing Line of Business if I either had business−related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) No Solicitation of Company Employees. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) No Solicitation of Company Suppliers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company. As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). "Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or

separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. Enforcement. I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post−employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements. For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. Relief; Extension. I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. Severability; Authority for Revision; Assignment; Governing Law. The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. Acceptance by Company. A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. Acceptance by Employee. By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior

to my acceptance of such terms.

FOR Company

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

FOR Employee

Name : Anmol Nanda

Date : Jan 31, 2019

DXC.technology

24 Sep, 2018

ASZIK RAJ. S

Dear ASZIK RAJ. S,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,
Yours Sincerely,

Arun D Rao
Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

DXC.technology

24 Sep, 2018

ASZIK RAJ. S

Dear ASZIK RAJ. S,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as ITO Svc Delivery Cons I-b at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 1 Oct, 2018.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

You are expected to report at HP Avenue, 39/40, Electronics City Hosur Road Bangalore, Karnataka 560100 at 10:30 am to complete your joining formalities.

1 PAY and BENEFITS

Your Fixed Gross Salary will be INR 335,949.00 per annum.

Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR 134,379.60.

Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

Variable Pay Program

You will be eligible to participate in any one Variable Pay Program, which would vary according to your business/role. Goals and metrics may vary with each performance period, and payments under this plan are granted at the sole discretion of the Company. The plan details as applicable to you will be communicated to you at the time of joining.

Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 11,577 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick –cum–casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

Your job classification detail is as listed below:

Job Function: ES - Services

Job Family: ES - SVC-ITO Service Delivery
Job Title (Internal): ITO Svc Delivery Cons I-b
Salary Grade: M16

Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

Retirement
You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

Notice for Separation/ Termination
i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

Conflict of Interest
Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

Standards of Business Conduct
In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

General Conditions
1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers
2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

Thanking You,

Yours Sincerely,

Arun D Rao
Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources
* This is an electronically generated letter and hence does not require a signature.

I accept the above referred Pay and Benefits and the general terms and conditions of employment

ASZIK RAJ. S

Sep 27, 2018

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

First Name Middle Name Last Name

Date

Place

Annexure II

Flexible Benefits Plan (FBP)

Job Family: ES - SVC-ITO Service Delivery
Title: ITO Svc Delivery Cons I-b

1 a. House Rent Allowance
Maximum Limit: 60% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord
1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2014 to 2017.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs.200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs.2,400
Supporting Documentation: Declaration

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel): (Per child per month Rs.300)
Maximum Limit: Rs.7,200
Supporting Documentation: Declaration

5a. Company Car Program
Lease rental as per vehicle of choice
5b. Fuel expense reimbursement towards Company Car
Maximum Limit: Rs.160,000

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/ restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia – An amount of Rs.700/– will be paid out monthly as advance Bonus/Exgratia. For those earning basic salary up to Rs.10, 000/–pm advance Bonus is paid towards payment of bonus payable under the Payment of Bonus Act, 1965. Those having basic salary above Rs.10, 000/–pm this amount will be treated as ex gratia.
Maximum Limit: Rs. 8,400

8. Personal Pay through Payroll – Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex–showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.
a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/ she should not draw more than:
a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:
a) Q1 – April, May, June
b) Q2 – July, August, September
c) Q3 – October, November, December
d) Q4 – January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro–rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.

3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer
Original Required for Verification: Yes
No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.
Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

ASZIKRAJ.S

DXC.technology

1. Consideration and Relationship to Employment. As a condition of my employment with DXC or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. Confidential Information. This Agreement concerns trade secrets, confidential business and technical information, and know−how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

(a) to use such information only in the performance of Company duties;
(b) to hold such information in confidence and trust; and
(c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company. I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. Proprietary Developments. This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information. Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

(a) to disclose them promptly to Company;
(b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
(c) to assign any right of recovery for past damages to Company; and
(d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense. I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed

by the employee for the employer.

4. Respect for Rights of Former Employers. I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. Work Product. The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. Company Property. I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. Protective Covenants. I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company. I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) No Solicitation of Customers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with or accepting any order from any customer of Company for the benefit of a Competing Line of Business if I either had business−related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) No Solicitation of Company Employees. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) No Solicitation of Company Suppliers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company. As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). "Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or

separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. Enforcement. I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post−employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements. For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. Relief; Extension. I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. Severability; Authority for Revision; Assignment; Governing Law. The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. Acceptance by Company. A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. Acceptance by Employee. By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior

to my acceptance of such terms.

FOR Company

Arun D Rao

Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

FOR Employee

Name : ASZIK RAJ. S

Date : Sep 27, 2018

30 Jan, 2019

Ayesha Kulsum S J

Dear Ayesha Kulsum,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,

Yours Sincerely,

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

30 Jan, 2019

Ayesha Kulsum S J
17.1-239/72,A5, nehru Nagar,Karumalai Kudal, Mettur dam-2

Salem, 636402
India

Dear Ayesha Kulsum,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as Svc Info Developer I b at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 1 Jul, 2019.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

You are expected to report at HP Avenue, 39/40, Electronics City Hosur Road Bangalore, Karnataka 560100 at 10:30 am to complete your joining formalities.

1 PAY and BENEFITS

Your Fixed Gross Salary will be INR 550,000.00 per annum.

1.1 Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR 220,000.00.

1.2. Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

1.4. Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.5 Variable Pay Program

You will be eligible to participate in any one Variable Pay Program, which would vary according to your business/role. Goals and metrics may vary with each performance period, and payments under this plan are granted at the sole discretion of the Company. The plan details as applicable to you will be communicated to you at the time of joining.

1.6 Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 11,577 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1.Your job classification detail is as listed below:

Job Function: ES - Services

Job Family: ES - Svc Information Development
Job Title (Internal): Svc Info Developer I b
Salary Grade: M19

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement
You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination
i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest
Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct
In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 General Conditions

1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers
2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

Thanking You,

Yours Sincerely,

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources
* This is an electronically generated letter and hence does not require a signature.

I accept the above referred Pay and Benefits and the general terms and conditions of employment

S J AYESHA KULSUM
S J AYESHA KULSUM (Jan 31, 2019)

_____
Ayesha Kulsum S J

Jan 31, 2019

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)

Job Family: ES - Svc Information Development
Title: Svc Info Developer I b

1 a. House Rent Allowance
Maximum Limit: 60% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord
1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2014 to 2017.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs.200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs.2,400
Supporting Documentation: Declaration

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel): (Per child per month Rs.300)
Maximum Limit: Rs.7,200
Supporting Documentation: Declaration

5a. Company Car Program
Lease rental as per vehicle of choice
5b. Fuel expense reimbursement towards Company Car
Maximum Limit: Rs.160,000

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/ restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − An amount of Rs.700/− will be paid out monthly as advance Bonus/Exgratia. For those earning basic salary up to Rs.10, 000/−pm advance Bonus is paid towards payment of bonus payable under the Payment of Bonus Act, 1965. Those having basic salary above Rs.10, 000/−pm this amount will be treated as ex gratia.
Maximum Limit: Rs. 8,400

8. Personal Pay through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.
a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/ she should not draw more than:
a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:
a) Q1 − April, May, June
b) Q2 − July, August, September
c) Q3 − October, November, December
d) Q4 − January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro−rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.

3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer
Original Required for Verification: Yes
No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.
Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

Ayesha Kulsum S J

1. Consideration and Relationship to Employment. As a condition of my employment with DXC or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. Confidential Information. This Agreement concerns trade secrets, confidential business and technical information, and know−how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

(a) to use such information only in the performance of Company duties;
(b) to hold such information in confidence and trust; and
(c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company. I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. Proprietary Developments. This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information. Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

(a) to disclose them promptly to Company;
(b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
(c) to assign any right of recovery for past damages to Company; and
(d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense. I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed

by the employee for the employer.

4. Respect for Rights of Former Employers. I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. Work Product. The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. Company Property. I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. Protective Covenants. I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company. I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) No Solicitation of Customers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with or accepting any order from any customer of Company for the benefit of a Competing Line of Business if I either had business−related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) No Solicitation of Company Employees. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) No Solicitation of Company Suppliers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company. As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). "Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or

separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. Enforcement. I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post−employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements. For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. Relief; Extension. I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. Severability; Authority for Revision; Assignment; Governing Law. The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. Acceptance by Company. A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. Acceptance by Employee. By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior

to my acceptance of such terms.

FOR Company

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

FOR Employee

Name : Ayesha Kulsum S J

S J AYESHA KULSUM
S J AYESHA KULSUM (Jan 31, 2019)

Date : Jan 31, 2019

30 Jan, 2019

HARI KRISHNA BOYAPATI

Dear HARI KRISHNA,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,

Yours Sincerely,

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

DXC.technology

30 Jan, 2019

HARI KRISHNA BOYAPATI
4-176,Teacher's colony,Bathalapalli

anantapur, 515661
India

Dear HARI KRISHNA,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as Svc Info Developer I b at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 1 Jul, 2019.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

You are expected to report at HP Avenue, 39/40, Electronics City Hosur Road Bangalore, Karnataka 560100 at 10:30 am to complete your joining formalities.

1 PAY and BENEFITS

Your Fixed Gross Salary will be INR 550,000.00 per annum.

1.1 Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR 220,000.00.

1.2. Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

1.4. Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.5 Variable Pay Program

You will be eligible to participate in any one Variable Pay Program, which would vary according to your business/role. Goals and metrics may vary with each performance period, and payments under this plan are granted at the sole discretion of the Company. The plan details as applicable to you will be communicated to you at the time of joining.

1.6 Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 11,577 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1.Your job classification detail is as listed below:

Job Function: ES - Services

Job Family: ES - Svc Information Development
Job Title (Internal): Svc Info Developer I b
Salary Grade: M19

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement
You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination
i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest
Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct
In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 General Conditions

1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers
2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

Thanking You,

Yours Sincerely,

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources
* This is an electronically generated letter and hence does not require a signature.

I accept the above referred Pay and Benefits and the general terms and conditions of employment

B. Hari Krishna

_____
HARI KRISHNA BOYAPATI

Jan 31, 2019

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)

Job Family: ES - Svc Information Development
Title: Svc Info Developer I b

1 a. House Rent Allowance
Maximum Limit: 60% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord
1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2014 to 2017.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs.200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs.2,400
Supporting Documentation: Declaration

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel): (Per child per month Rs.300)
Maximum Limit: Rs.7,200
Supporting Documentation: Declaration

5a. Company Car Program
Lease rental as per vehicle of choice
5b. Fuel expense reimbursement towards Company Car
Maximum Limit: Rs.160,000

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/ restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − An amount of Rs.700/− will be paid out monthly as advance Bonus/Exgratia. For those earning basic salary up to Rs.10, 000/−pm advance Bonus is paid towards payment of bonus payable under the Payment of Bonus Act, 1965. Those having basic salary above Rs.10, 000/−pm this amount will be treated as ex gratia.
Maximum Limit: Rs. 8,400

8. Personal Pay through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.
a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/ she should not draw more than:
a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:
a) Q1 − April, May, June
b) Q2 − July, August, September
c) Q3 − October, November, December
d) Q4 − January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro−rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.

3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer
Original Required for Verification: Yes
No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.
Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

HARI KRISHNA BOYAPATI

1. Consideration and Relationship to Employment. As a condition of my employment with DXC or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. Confidential Information. This Agreement concerns trade secrets, confidential business and technical information, and know−how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

(a) to use such information only in the performance of Company duties;
(b) to hold such information in confidence and trust; and
(c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company. I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. Proprietary Developments. This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information. Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

(a) to disclose them promptly to Company;
(b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
(c) to assign any right of recovery for past damages to Company; and
(d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense. I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed

by the employee for the employer.

4. Respect for Rights of Former Employers. I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. Work Product. The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. Company Property. I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. Protective Covenants. I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company. I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) No Solicitation of Customers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with or accepting any order from any customer of Company for the benefit of a Competing Line of Business if I either had business−related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) No Solicitation of Company Employees. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) No Solicitation of Company Suppliers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company. As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). "Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or

separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. Enforcement. I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post−employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements. For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. Relief; Extension. I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. Severability; Authority for Revision; Assignment; Governing Law. The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. Acceptance by Company. A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. Acceptance by Employee. By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior

to my acceptance of such terms.

FOR Company

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

FOR Employee

Name : HARI KRISHNA BOYAPATI

B. Hari Krishna

Date : Jan 31, 2019

30 Jan, 2019

DIVYA R

Dear DIVYA R,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,

Yours Sincerely,

ARUN D RAO

ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

30 Jan, 2019

DIVYA R
No.4A, Rajeswari Nagar

Tiruvallur, 602002
India

Dear DIVYA R,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as Svc Info Developer I b at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 1 Jul, 2019.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

You are expected to report at HP Avenue, 39/40, Electronics City Hosur Road Bangalore, Karnataka 560100 at 10:30 am to complete your joining formalities.

1 PAY and BENEFITS

Your Fixed Gross Salary will be INR 550,000.00 per annum.

1.1 Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR 220,000.00.

1.2. Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

1.4. Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.5 Variable Pay Program

You will be eligible to participate in any one Variable Pay Program, which would vary according to your business/role. Goals and metrics may vary with each performance period, and payments under this plan are granted at the sole discretion of the Company. The plan details as applicable to you will be communicated to you at the time of joining.

1.6 Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 11,577 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1.Your job classification detail is as listed below:

Job Function: ES - Services

Job Family: ES - Svc Information Development
Job Title (Internal): Svc Info Developer I b
Salary Grade: M19

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement
You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination
i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest
Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct
In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 General Conditions

1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers
2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

Thanking You,

Yours Sincerely,

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources
* This is an electronically generated letter and hence does not require a signature.

I accept the above referred Pay and Benefits and the general terms and conditions of employment

Divya R
Divya R (Jan 31, 2019)

_____
DIVYA R

Jan 31, 2019

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)

Job Family: ES - Svc Information Development
Title: Svc Info Developer I b

1 a. House Rent Allowance
Maximum Limit: 60% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord
1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2014 to 2017.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs.200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs.2,400
Supporting Documentation: Declaration

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel): (Per child per month Rs.300)
Maximum Limit: Rs.7,200
Supporting Documentation: Declaration

5a. Company Car Program
Lease rental as per vehicle of choice
5b. Fuel expense reimbursement towards Company Car
Maximum Limit: Rs.160,000

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/ restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − An amount of Rs.700/− will be paid out monthly as advance Bonus/Exgratia. For those earning basic salary up to Rs.10, 000/−pm advance Bonus is paid towards payment of bonus payable under the Payment of Bonus Act, 1965. Those having basic salary above Rs.10, 000/−pm this amount will be treated as ex gratia.
Maximum Limit: Rs. 8,400

8. Personal Pay through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.
a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/ she should not draw more than:
a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:
a) Q1 − April, May, June
b) Q2 − July, August, September
c) Q3 − October, November, December
d) Q4 − January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro−rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.

3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer
Original Required for Verification: Yes
No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.
Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

DIVYA R

1. Consideration and Relationship to Employment. As a condition of my employment with DXC or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. Confidential Information. This Agreement concerns trade secrets, confidential business and technical information, and know−how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

(a) to use such information only in the performance of Company duties;
(b) to hold such information in confidence and trust; and
(c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company. I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. Proprietary Developments. This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information. Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

(a) to disclose them promptly to Company;
(b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
(c) to assign any right of recovery for past damages to Company; and
(d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense. I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed

by the employee for the employer.

4. Respect for Rights of Former Employers. I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. Work Product. The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. Company Property. I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. Protective Covenants. I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company. I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) No Solicitation of Customers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with or accepting any order from any customer of Company for the benefit of a Competing Line of Business if I either had business−related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) No Solicitation of Company Employees. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) No Solicitation of Company Suppliers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company. As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). "Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or

separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. Enforcement. I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post−employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements. For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. Relief; Extension. I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. Severability; Authority for Revision; Assignment; Governing Law. The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. Acceptance by Company. A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. Acceptance by Employee. By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior

to my acceptance of such terms.

FOR Company

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

FOR Employee

Name : DIVYA R

Divya R
Divya R (Jan 31, 2019)

Date : Jan 31, 2019

30 Jan, 2019

DIVYANSHU PANDEY

Dear DIVYANSHU,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,

Yours Sincerely,

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

30 Jan, 2019

DIVYANSHU PANDEY
128/832 K BLOCK KIDWAI NAGAR

KANPUR, 208011
India

Dear DIVYANSHU,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as Svc Info Developer I b at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 1 Jul, 2019.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

You are expected to report at HP Avenue, 39/40, Electronics City Hosur Road Bangalore, Karnataka 560100 at 10:30 am to complete your joining formalities.

1 PAY and BENEFITS

Your Fixed Gross Salary will be INR 550,000.00 per annum.

1.1 Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR 220,000.00.

1.2. Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

1.4. Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.5 Variable Pay Program

You will be eligible to participate in any one Variable Pay Program, which would vary according to your business/role. Goals and metrics may vary with each performance period, and payments under this plan are granted at the sole discretion of the Company. The plan details as applicable to you will be communicated to you at the time of joining.

1.6 Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 11,577 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1.Your job classification detail is as listed below:

Job Function: ES - Services

Job Family: ES - Svc Information Development
Job Title (Internal): Svc Info Developer I b
Salary Grade: M19

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement
You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination
i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest
Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct
In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 General Conditions

1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers
2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

Thanking You,

Yours Sincerely,

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources
* This is an electronically generated letter and hence does not require a signature.

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
DIVYANSHU PANDEY

Jan 31, 2019

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)

Job Family: ES - Svc Information Development
Title: Svc Info Developer I b

1 a. House Rent Allowance
Maximum Limit: 60% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord
1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2014 to 2017.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs.200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs.2,400
Supporting Documentation: Declaration

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel): (Per child per month Rs.300)
Maximum Limit: Rs.7,200
Supporting Documentation: Declaration

5a. Company Car Program
Lease rental as per vehicle of choice
5b. Fuel expense reimbursement towards Company Car
Maximum Limit: Rs.160,000

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/ restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − An amount of Rs.700/− will be paid out monthly as advance Bonus/Exgratia. For those earning basic salary up to Rs.10, 000/−pm advance Bonus is paid towards payment of bonus payable under the Payment of Bonus Act, 1965. Those having basic salary above Rs.10, 000/−pm this amount will be treated as ex gratia.
Maximum Limit: Rs. 8,400

8. Personal Pay through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.
a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/ she should not draw more than:
a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:
a) Q1 − April, May, June
b) Q2 − July, August, September
c) Q3 − October, November, December
d) Q4 − January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro−rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.

3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

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Original Required for Verification: Yes
No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.
Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

DIVYANSHU PANDEY

1. Consideration and Relationship to Employment. As a condition of my employment with DXC or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. Confidential Information. This Agreement concerns trade secrets, confidential business and technical information, and know−how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

(a) to use such information only in the performance of Company duties;
(b) to hold such information in confidence and trust; and
(c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company. I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. Proprietary Developments. This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information. Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

(a) to disclose them promptly to Company;
(b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
(c) to assign any right of recovery for past damages to Company; and
(d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense. I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed

by the employee for the employer.

4. Respect for Rights of Former Employers. I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. Work Product. The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. Company Property. I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. Protective Covenants. I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company. I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) No Solicitation of Customers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with or accepting any order from any customer of Company for the benefit of a Competing Line of Business if I either had business−related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) No Solicitation of Company Employees. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) No Solicitation of Company Suppliers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company. As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). "Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or

separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. Enforcement. I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post−employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements. For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. Relief; Extension. I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. Severability; Authority for Revision; Assignment; Governing Law. The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. Acceptance by Company. A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. Acceptance by Employee. By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior

to my acceptance of such terms.

FOR Company

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

FOR Employee

Name : DIVYANSHU PANDEY

Date : Jan 31, 2019

DXC.technology

24 Sep, 2018

GOURAB ROY

Dear GOURAB ROY,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,
Yours Sincerely,

Arun D Rao
Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

24 Sep, 2018

GOURAB ROY

Dear GOURAB ROY,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as ITO Svc Delivery Cons I-b at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 1 Oct, 2018.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

You are expected to report at HP Avenue, 39/40, Electronics City Hosur Road Bangalore, Karnataka 560100 at 10:30 am to complete your joining formalities.

1 PAY and BENEFITS

Your Fixed Gross Salary will be INR 335,949.00 per annum.

Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR 134,379.60.

Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

Variable Pay Program

You will be eligible to participate in any one Variable Pay Program, which would vary according to your business/role. Goals and metrics may vary with each performance period, and payments under this plan are granted at the sole discretion of the Company. The plan details as applicable to you will be communicated to you at the time of joining.

Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 11,577 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick –cum–casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

Your job classification detail is as listed below:

Job Function: ES - Services

Job Family: ES - SVC-ITO Service Delivery
Job Title (Internal): ITO Svc Delivery Cons I-b
Salary Grade: M16

Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

Retirement
You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

Notice for Separation/ Termination
i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

Conflict of Interest
Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

Standards of Business Conduct
In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

General Conditions
1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers
2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

Thanking You,

Yours Sincerely,

Arun D Rao
Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources
* This is an electronically generated letter and hence does not require a signature.

I accept the above referred Pay and Benefits and the general terms and conditions of employment

GOURAB ROY

Sep 27, 2018

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

First Name Middle Name Last Name

Date

Place

Annexure II

Flexible Benefits Plan (FBP)

Job Family: ES - SVC-ITO Service Delivery
Title: ITO Svc Delivery Cons I-b

1 a. House Rent Allowance
Maximum Limit: 60% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord
1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2014 to 2017.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs.200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs.2,400
Supporting Documentation: Declaration

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel): (Per child per month Rs.300)
Maximum Limit: Rs.7,200
Supporting Documentation: Declaration

5a. Company Car Program
Lease rental as per vehicle of choice
5b. Fuel expense reimbursement towards Company Car
Maximum Limit: Rs.160,000

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/ restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia – An amount of Rs.700/– will be paid out monthly as advance Bonus/Exgratia. For those earning basic salary up to Rs.10, 000/–pm advance Bonus is paid towards payment of bonus payable under the Payment of Bonus Act, 1965. Those having basic salary above Rs.10, 000/–pm this amount will be treated as ex gratia.
Maximum Limit: Rs. 8,400

8. Personal Pay through Payroll – Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex–showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.
a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/ she should not draw more than:
a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:
a) Q1 – April, May, June
b) Q2 – July, August, September
c) Q3 – October, November, December
d) Q4 – January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro–rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.

3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer
Original Required for Verification: Yes
No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.
Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

GOURABROY

DXC.technology

1. Consideration and Relationship to Employment. As a condition of my employment with DXC or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. Confidential Information. This Agreement concerns trade secrets, confidential business and technical information, and know−how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

(a) to use such information only in the performance of Company duties;
(b) to hold such information in confidence and trust; and
(c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company. I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. Proprietary Developments. This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information. Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

(a) to disclose them promptly to Company;
(b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
(c) to assign any right of recovery for past damages to Company; and
(d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense. I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed

by the employee for the employer.

4. Respect for Rights of Former Employers. I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. Work Product. The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. Company Property. I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. Protective Covenants. I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company. I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) No Solicitation of Customers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with or accepting any order from any customer of Company for the benefit of a Competing Line of Business if I either had business−related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) No Solicitation of Company Employees. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) No Solicitation of Company Suppliers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company. As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). "Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or

separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. Enforcement. I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post−employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements. For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. Relief; Extension. I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. Severability; Authority for Revision; Assignment; Governing Law. The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. Acceptance by Company. A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. Acceptance by Employee. By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior

to my acceptance of such terms.

FOR Company

Arun D Rao

Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

FOR Employee

Name : GOURAB ROY

Date : Sep 27, 2018

DXC.technology

24 Sep, 2018

Jagadishchandraprasad Palacharla

Dear Jagadishchandraprasad,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,

Yours Sincerely,

Arun D Rao

Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

24 Sep, 2018

Jagadishchandraprasad Palacharla

Dear Jagadishchandraprasad,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as ITO Svc Delivery Cons I-b at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 1 Oct, 2018.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

You are expected to report at HP Avenue, 39/40, Electronics City Hosur Road Bangalore, Karnataka 560100 at 10:30 am to complete your joining formalities.

1 PAY and BENEFITS

Your Fixed Gross Salary will be INR 335,949.00 per annum.

Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR 134,379.60.

Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

Variable Pay Program

You will be eligible to participate in any one Variable Pay Program, which would vary according to your business/role. Goals and metrics may vary with each performance period, and payments under this plan are granted at the sole discretion of the Company. The plan details as applicable to you will be communicated to you at the time of joining.

Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 11,577 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

Your job classification detail is as listed below:

Job Function: ES - Services

Job Family: ES - SVC-ITO Service Delivery
Job Title (Internal): ITO Svc Delivery Cons I-b
Salary Grade: M16

Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

Retirement
You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

Notice for Separation/ Termination
i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

Conflict of Interest
Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

Standards of Business Conduct
In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

General Conditions

1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers
2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

Thanking You,

Yours Sincerely,

Arun D Rao
Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources
* This is an electronically generated letter and hence does not require a signature.

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
Jagadishchandraprasad Palacharla

Sep 27, 2018

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)

Job Family: ES - SVC-ITO Service Delivery
Title: ITO Svc Delivery Cons I-b

1 a. House Rent Allowance
Maximum Limit: 60% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord
1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2014 to 2017.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs.200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs.2,400
Supporting Documentation: Declaration

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel): (Per child per month Rs.300)
Maximum Limit: Rs.7,200
Supporting Documentation: Declaration

5a. Company Car Program
Lease rental as per vehicle of choice
5b. Fuel expense reimbursement towards Company Car
Maximum Limit: Rs.160,000

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/ restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − An amount of Rs.700/− will be paid out monthly as advance Bonus/Exgratia. For those earning basic salary up to Rs.10, 000/−pm advance Bonus is paid towards payment of bonus payable under the Payment of Bonus Act, 1965. Those having basic salary above Rs.10, 000/−pm this amount will be treated as ex gratia.
Maximum Limit: Rs. 8,400

8. Personal Pay through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.
a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/ she should not draw more than:
a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:
a) Q1 – April, May, June
b) Q2 – July, August, September
c) Q3 – October, November, December
d) Q4 – January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro–rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.

3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer
Original Required for Verification: Yes
No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.
Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

Jagadishchandraprasad Palacharla

1. Consideration and Relationship to Employment. As a condition of my employment with DXC or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. Confidential Information. This Agreement concerns trade secrets, confidential business and technical information, and know−how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

(a) to use such information only in the performance of Company duties;
(b) to hold such information in confidence and trust; and
(c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company. I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. Proprietary Developments. This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information. Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

(a) to disclose them promptly to Company;
(b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
(c) to assign any right of recovery for past damages to Company; and
(d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense. I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed

by the employee for the employer.

4. Respect for Rights of Former Employers. I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. Work Product. The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. Company Property. I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. Protective Covenants. I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company. I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) No Solicitation of Customers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with or accepting any order from any customer of Company for the benefit of a Competing Line of Business if I either had business−related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) No Solicitation of Company Employees. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) No Solicitation of Company Suppliers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company. As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). "Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or

separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. Enforcement. I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post−employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements. For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. Relief; Extension. I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. Severability; Authority for Revision; Assignment; Governing Law. The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. Acceptance by Company. A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. Acceptance by Employee. By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior

to my acceptance of such terms.

FOR Company



Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

FOR Employee

Name : **Jagadishchandraprasad Palacharla**

Date : Sep 27, 2018

DXC.technology

24 Sep, 2018

KOLLA TEJA

Dear KOLLA,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,

Yours Sincerely,

Arun D Rao

Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

24 Sep, 2018

KOLLA TEJA

Dear KOLLA,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as ITO Svc Delivery Cons I-b at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 1 Oct, 2018.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

You are expected to report at HP Avenue, 39/40, Electronics City Hosur Road Bangalore, Karnataka 560100 at 10:30 am to complete your joining formalities.

1 PAY and BENEFITS

Your Fixed Gross Salary will be INR 335,949.00 per annum.

Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR 134,379.60.

Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

Variable Pay Program

You will be eligible to participate in any one Variable Pay Program, which would vary according to your business/role. Goals and metrics may vary with each performance period, and payments under this plan are granted at the sole discretion of the Company. The plan details as applicable to you will be communicated to you at the time of joining.

Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 11,577 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

Your job classification detail is as listed below:

Job Function: ES - Services

Job Family: ES - SVC-ITO Service Delivery
Job Title (Internal): ITO Svc Delivery Cons I-b
Salary Grade: M16

Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

Retirement
You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

Notice for Separation/ Termination
i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

Conflict of Interest
Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

Standards of Business Conduct
In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

General Conditions

1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers
2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

Thanking You,

Yours Sincerely,

Arun D Rao
Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources
* This is an electronically generated letter and hence does not require a signature.

I accept the above referred Pay and Benefits and the general terms and conditions of employment

KOLLA TEJA

Sep 27, 2018

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

First Name Middle Name Last Name

Date

Place

Annexure II

Flexible Benefits Plan (FBP)

Job Family: ES - SVC-ITO Service Delivery
Title: ITO Svc Delivery Cons I-b

1 a. House Rent Allowance
Maximum Limit: 60% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord
1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2014 to 2017.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs.200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs.2,400
Supporting Documentation: Declaration

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel): (Per child per month Rs.300)
Maximum Limit: Rs.7,200
Supporting Documentation: Declaration

5a. Company Car Program
Lease rental as per vehicle of choice
5b. Fuel expense reimbursement towards Company Car
Maximum Limit: Rs.160,000

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/ restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − An amount of Rs.700/− will be paid out monthly as advance Bonus/Exgratia. For those earning basic salary up to Rs.10, 000/−pm advance Bonus is paid towards payment of bonus payable under the Payment of Bonus Act, 1965. Those having basic salary above Rs.10, 000/−pm this amount will be treated as ex gratia.
Maximum Limit: Rs. 8,400

8. Personal Pay through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.
a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/ she should not draw more than:
a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:
a) Q1 – April, May, June
b) Q2 – July, August, September
c) Q3 – October, November, December
d) Q4 – January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro–rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.

3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer
Original Required for Verification: Yes
No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.
Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

1. Consideration and Relationship to Employment. As a condition of my employment with DXC or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. Confidential Information. This Agreement concerns trade secrets, confidential business and technical information, and know−how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

(a) to use such information only in the performance of Company duties;
(b) to hold such information in confidence and trust; and
(c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company. I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. Proprietary Developments. This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information. Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

(a) to disclose them promptly to Company;
(b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
(c) to assign any right of recovery for past damages to Company; and
(d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense. I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed

by the employee for the employer.

4. Respect for Rights of Former Employers. I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. Work Product. The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. Company Property. I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. Protective Covenants. I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company. I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) No Solicitation of Customers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with or accepting any order from any customer of Company for the benefit of a Competing Line of Business if I either had business−related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) No Solicitation of Company Employees. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) No Solicitation of Company Suppliers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company. As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). "Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or

separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. Enforcement. I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post−employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements. For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. Relief; Extension. I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. Severability; Authority for Revision; Assignment; Governing Law. The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. Acceptance by Company. A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. Acceptance by Employee. By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior

to my acceptance of such terms.

FOR Company

Arun D Rao

Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

FOR Employee

Name : KOLLA TEJA

Date : Sep 27, 2018

DXC.technology

24 Sep, 2018

KONDAPALLI RAJA VEERA MANOHAR

Dear KONDAPALLI RAJA VEERA MANOHAR,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,

Yours Sincerely,

Arun D Rao

Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

24 Sep, 2018

KONDAPALLI RAJA VEERA MANOHAR

Dear KONDAPALLI RAJA VEERA MANOHAR,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as ITO Svc Delivery Cons I-b at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 1 Oct, 2018.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

You are expected to report at HP Avenue, 39/40, Electronics City Hosur Road Bangalore, Karnataka 560100 at 10:30 am to complete your joining formalities.

1 PAY and BENEFITS

Your Fixed Gross Salary will be INR 335,949.00 per annum.

Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR 134,379.60.

Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

Variable Pay Program

You will be eligible to participate in any one Variable Pay Program, which would vary according to your business/role. Goals and metrics may vary with each performance period, and payments under this plan are granted at the sole discretion of the Company. The plan details as applicable to you will be communicated to you at the time of joining.

Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 11,577 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

Your job classification detail is as listed below:

Job Function: ES - Services

Job Family: ES - SVC-ITO Service Delivery
Job Title (Internal): ITO Svc Delivery Cons I-b
Salary Grade: M16

Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

Retirement
You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

Notice for Separation/ Termination
i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

Conflict of Interest
Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

Standards of Business Conduct
In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

General Conditions

1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers
2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

Thanking You,

Yours Sincerely,

Arun D Rao
Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources
* This is an electronically generated letter and hence does not require a signature.

I accept the above referred Pay and Benefits and the general terms and conditions of employment

KONDAPALLI RAJA VEERA MANOHAR

Sep 27, 2018

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

First Name Middle Name Last Name

Date

Place

Annexure II

Flexible Benefits Plan (FBP)

Job Family: ES - SVC-ITO Service Delivery
Title: ITO Svc Delivery Cons I-b

1 a. House Rent Allowance
Maximum Limit: 60% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord
1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2014 to 2017.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs.200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs.2,400
Supporting Documentation: Declaration

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel): (Per child per month Rs.300)
Maximum Limit: Rs.7,200
Supporting Documentation: Declaration

5a. Company Car Program
Lease rental as per vehicle of choice
5b. Fuel expense reimbursement towards Company Car
Maximum Limit: Rs.160,000

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/ restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − An amount of Rs.700/− will be paid out monthly as advance Bonus/Exgratia. For those earning basic salary up to Rs.10, 000/−pm advance Bonus is paid towards payment of bonus payable under the Payment of Bonus Act, 1965. Those having basic salary above Rs.10, 000/−pm this amount will be treated as ex gratia.
Maximum Limit: Rs. 8,400

8. Personal Pay through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.
a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/ she should not draw more than:
a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:
a) Q1 – April, May, June
b) Q2 – July, August, September
c) Q3 – October, November, December
d) Q4 – January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro–rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.

3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer
Original Required for Verification: Yes
No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.
Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

KONDAPALLIRAJAVEERAMANOHAR

1. Consideration and Relationship to Employment. As a condition of my employment with DXC or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. Confidential Information. This Agreement concerns trade secrets, confidential business and technical information, and know−how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

(a) to use such information only in the performance of Company duties;
(b) to hold such information in confidence and trust; and
(c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company. I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. Proprietary Developments. This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information. Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

(a) to disclose them promptly to Company;
(b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
(c) to assign any right of recovery for past damages to Company; and
(d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense. I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed

by the employee for the employer.

4. Respect for Rights of Former Employers. I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. Work Product. The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. Company Property. I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. Protective Covenants. I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company. I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) No Solicitation of Customers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with or accepting any order from any customer of Company for the benefit of a Competing Line of Business if I either had business−related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) No Solicitation of Company Employees. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) No Solicitation of Company Suppliers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company. As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). "Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or

separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. Enforcement. I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post−employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements. For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. Relief; Extension. I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. Severability; Authority for Revision; Assignment; Governing Law. The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. Acceptance by Company. A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. Acceptance by Employee. By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior

to my acceptance of such terms.

FOR Company

Arun D Rao
Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

FOR Employee

Name : KONDAPALLI RAJA VEERA MANOHAR

Date : Sep 27, 2018

30 Jan, 2019

Lingala Tharun Kumar

Dear Lingala Tharun Kumar,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,

Yours Sincerely,

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources

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30 Jan, 2019

Lingala Tharun Kumar

,
India

Dear Lingala Tharun Kumar,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as Svc Info Developer I b at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 1 Jul, 2019.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

You are expected to report at HP Avenue, 39/40, Electronics City Hosur Road Bangalore, Karnataka 560100 at 10:30 am to complete your joining formalities.

1 PAY and BENEFITS

Your Fixed Gross Salary will be INR 550,000.00 per annum.

1.1 Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR 220,000.00.

1.2. Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

1.4. Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.5 Variable Pay Program

You will be eligible to participate in any one Variable Pay Program, which would vary according to your business/role. Goals and metrics may vary with each performance period, and payments under this plan are granted at the sole discretion of the Company. The plan details as applicable to you will be communicated to you at the time of joining.

1.6 Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 11,577 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1.Your job classification detail is as listed below:

Job Function: ES - Services

Job Family: ES - Svc Information Development
Job Title (Internal): Svc Info Developer I b
Salary Grade: M19

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement
You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination
i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest
Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct
In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 General Conditions

1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers
2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

Thanking You,

Yours Sincerely,

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources
* This is an electronically generated letter and hence does not require a signature.

I accept the above referred Pay and Benefits and the general terms and conditions of employment

L. Tharun Kumar

_____
Lingala Tharun Kumar

Jan 31, 2019

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)

Job Family: ES - Svc Information Development
Title: Svc Info Developer I b

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Maximum Limit: 60% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord
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Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

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Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

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Lease rental as per vehicle of choice
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Maximum Limit: Rs.160,000

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Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

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Maximum Limit: Rs. 8,400

8. Personal Pay through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

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* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

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1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.
a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/ she should not draw more than:
a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:
a) Q1 − April, May, June
b) Q2 − July, August, September
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Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro−rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

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Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

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1. Originals are required only for verification and will be returned back immediately
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3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

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No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.
Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

Lingala Tharun Kumar

1. Consideration and Relationship to Employment. As a condition of my employment with DXC or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. Confidential Information. This Agreement concerns trade secrets, confidential business and technical information, and know−how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

(a) to use such information only in the performance of Company duties;
(b) to hold such information in confidence and trust; and
(c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company. I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. Proprietary Developments. This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information. Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

(a) to disclose them promptly to Company;
(b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
(c) to assign any right of recovery for past damages to Company; and
(d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense. I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed

by the employee for the employer.

4. Respect for Rights of Former Employers. I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. Work Product. The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. Company Property. I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. Protective Covenants. I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company. I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) No Solicitation of Customers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with or accepting any order from any customer of Company for the benefit of a Competing Line of Business if I either had business−related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) No Solicitation of Company Employees. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) No Solicitation of Company Suppliers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company. As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). "Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or

separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. Enforcement. I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post−employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements. For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. Relief; Extension. I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. Severability; Authority for Revision; Assignment; Governing Law. The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. Acceptance by Company. A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. Acceptance by Employee. By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior

to my acceptance of such terms.

FOR Company

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

FOR Employee

Name : Lingala Tharun Kumar

L. Tharun Kumar

Date : Jan 31, 2019

30 Jan, 2019

RAVIKANTI SAI DEEPAK

Dear RAVIKANTI SAI DEEPAK,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,

Yours Sincerely,

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

30 Jan, 2019

RAVIKANTI SAI DEEPAK
H.NO:15-11-43/202,Ramannapet,

Warangal, 506002
India

Dear RAVIKANTI SAI DEEPAK,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as Svc Info Developer I b at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 1 Jul, 2019.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

You are expected to report at HP Avenue, 39/40, Electronics City Hosur Road Bangalore, Karnataka 560100 at 10:30 am to complete your joining formalities.

1 PAY and BENEFITS

Your Fixed Gross Salary will be INR 550,000.00 per annum.

1.1 Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR 220,000.00.

1.2. Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

1.4. Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.5 Variable Pay Program

You will be eligible to participate in any one Variable Pay Program, which would vary according to your business/role. Goals and metrics may vary with each performance period, and payments under this plan are granted at the sole discretion of the Company. The plan details as applicable to you will be communicated to you at the time of joining.

1.6 Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 11,577 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1.Your job classification detail is as listed below:

Job Function: ES - Services

Job Family: ES - Svc Information Development
Job Title (Internal): Svc Info Developer I b
Salary Grade: M19

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement
You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination
i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest
Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct
In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 General Conditions

1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers
2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

Thanking You,

Yours Sincerely,

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources
* This is an electronically generated letter and hence does not require a signature.

I accept the above referred Pay and Benefits and the general terms and conditions of employment

R. Sai Deepak

_____
RAVIKANTI SAI DEEPAK

Jan 31, 2019

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)

Job Family: ES - Svc Information Development
Title: Svc Info Developer I b

1 a. House Rent Allowance
Maximum Limit: 60% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord
1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2014 to 2017.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs.200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs.2,400
Supporting Documentation: Declaration

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel): (Per child per month Rs.300)
Maximum Limit: Rs.7,200
Supporting Documentation: Declaration

5a. Company Car Program
Lease rental as per vehicle of choice
5b. Fuel expense reimbursement towards Company Car
Maximum Limit: Rs.160,000

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/ restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − An amount of Rs.700/− will be paid out monthly as advance Bonus/Exgratia. For those earning basic salary up to Rs.10, 000/−pm advance Bonus is paid towards payment of bonus payable under the Payment of Bonus Act, 1965. Those having basic salary above Rs.10, 000/−pm this amount will be treated as ex gratia.
Maximum Limit: Rs. 8,400

8. Personal Pay through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.
a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/ she should not draw more than:
a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:
a) Q1 − April, May, June
b) Q2 − July, August, September
c) Q3 − October, November, December
d) Q4 − January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro−rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.

3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer
Original Required for Verification: Yes
No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.
Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

RAVIKANTI SAI DEEPAK

1. Consideration and Relationship to Employment. As a condition of my employment with DXC or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. Confidential Information. This Agreement concerns trade secrets, confidential business and technical information, and know−how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

(a) to use such information only in the performance of Company duties;
(b) to hold such information in confidence and trust; and
(c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company. I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. Proprietary Developments. This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information. Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

(a) to disclose them promptly to Company;
(b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
(c) to assign any right of recovery for past damages to Company; and
(d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense. I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed

by the employee for the employer.

4. Respect for Rights of Former Employers. I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. Work Product. The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. Company Property. I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. Protective Covenants. I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company. I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) No Solicitation of Customers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with or accepting any order from any customer of Company for the benefit of a Competing Line of Business if I either had business−related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) No Solicitation of Company Employees. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) No Solicitation of Company Suppliers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company. As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). "Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or

separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. Enforcement. I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post−employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements. For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. Relief; Extension. I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. Severability; Authority for Revision; Assignment; Governing Law. The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. Acceptance by Company. A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. Acceptance by Employee. By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior

to my acceptance of such terms.

FOR Company

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

FOR Employee

Name : RAVIKANTI SAI DEEPAK

R. Sai Deepak

Date : Jan 31, 2019

DXC.technology

30 Jan, 2019

Lakshmi Kavya Ravi

Dear Lakshmi Kavya,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,

Yours Sincerely,

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

30 Jan, 2019

Lakshmi Kavya Ravi
Venus Junior College,Santhapeta

Ongole, 523001
India

Dear Lakshmi Kavya,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as Svc Info Developer I b at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 1 Jul, 2019.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

You are expected to report at HP Avenue, 39/40, Electronics City Hosur Road Bangalore, Karnataka 560100 at 10:30 am to complete your joining formalities.

1 PAY and BENEFITS

Your Fixed Gross Salary will be INR 550,000.00 per annum.

1.1 Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR 220,000.00.

1.2. Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

1.4. Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.5 Variable Pay Program

You will be eligible to participate in any one Variable Pay Program, which would vary according to your business/role. Goals and metrics may vary with each performance period, and payments under this plan are granted at the sole discretion of the Company. The plan details as applicable to you will be communicated to you at the time of joining.

1.6 Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 11,577 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1.Your job classification detail is as listed below:

Job Function: ES - Services

Job Family: ES - Svc Information Development
Job Title (Internal): Svc Info Developer I b
Salary Grade: M19

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement
You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination
i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest
Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct
In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 General Conditions

1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers
2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

Thanking You,

Yours Sincerely,

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources
* This is an electronically generated letter and hence does not require a signature.

I accept the above referred Pay and Benefits and the general terms and conditions of employment

kavya raavi
kavya raavi (Jan 31, 2019)

_____
Lakshmi Kavya Ravi

Jan 31, 2019

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)

Job Family: ES - Svc Information Development
Title: Svc Info Developer I b

1 a. House Rent Allowance
Maximum Limit: 60% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord
1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2014 to 2017.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs.200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs.2,400
Supporting Documentation: Declaration

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel): (Per child per month Rs.300)
Maximum Limit: Rs.7,200
Supporting Documentation: Declaration

5a. Company Car Program
Lease rental as per vehicle of choice
5b. Fuel expense reimbursement towards Company Car
Maximum Limit: Rs.160,000

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/ restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − An amount of Rs.700/− will be paid out monthly as advance Bonus/Exgratia. For those earning basic salary up to Rs.10, 000/−pm advance Bonus is paid towards payment of bonus payable under the Payment of Bonus Act, 1965. Those having basic salary above Rs.10, 000/−pm this amount will be treated as ex gratia.
Maximum Limit: Rs. 8,400

8. Personal Pay through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.
a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/ she should not draw more than:
a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:
a) Q1 − April, May, June
b) Q2 − July, August, September
c) Q3 − October, November, December
d) Q4 − January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro−rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.

3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer
Original Required for Verification: Yes
No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.
Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

Lakshmi Kavya Ravi

1. Consideration and Relationship to Employment. As a condition of my employment with DXC or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. Confidential Information. This Agreement concerns trade secrets, confidential business and technical information, and know−how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

(a) to use such information only in the performance of Company duties;
(b) to hold such information in confidence and trust; and
(c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company. I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. Proprietary Developments. This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information. Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

(a) to disclose them promptly to Company;
(b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
(c) to assign any right of recovery for past damages to Company; and
(d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense. I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed

by the employee for the employer.

4. Respect for Rights of Former Employers. I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. Work Product. The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. Company Property. I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. Protective Covenants. I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company. I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) No Solicitation of Customers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with or accepting any order from any customer of Company for the benefit of a Competing Line of Business if I either had business−related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) No Solicitation of Company Employees. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) No Solicitation of Company Suppliers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company. As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). "Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or

separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. Enforcement. I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post−employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements. For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. Relief; Extension. I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. Severability; Authority for Revision; Assignment; Governing Law. The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. Acceptance by Company. A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. Acceptance by Employee. By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior

to my acceptance of such terms.

FOR Company

ARUN D RAO
ARUN D RAO (Jan 31, 2019)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

FOR Employee

Name : Lakshmi Kavya Ravi

kavya raavi
kavya raavi (Jan 31, 2019)

Date : Jan 31, 2019

DXC.technology

30 Jan, 2019

Sai Venkatesh Maruvada

Dear Sai Venkatesh,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E–sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,
Yours Sincerely,

Venkatesh

{{Sig1_es_:signer1:signature}}

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

DXC.technology

30 Jan, 2019

Sai Venkatesh Maruvada
PLOT NO. 5, F1/10, FRIENDS RESIDENCYOPPOSITE SATYA HERO HONDA SHOWROOMSARKANDA, BILASPUR

BILASPUR CHATTISGARH, 495006
India

Dear Sai Venkatesh,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as Svc Info Developer I b at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 1 Jul, 2019.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

You are expected to report at HP Avenue, 39/40, Electronics City Hosur Road Bangalore, Karnataka 560100 at 10:30 am to complete your joining formalities.

1 PAY and BENEFITS

Your Fixed Gross Salary will be INR 550,000.00 per annum.

1.1 Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR 220,000.00.

1.2. Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

1.4. Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

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1.5 Variable Pay Program
You will be eligible to participate in any one Variable Pay Program, which would vary according to your business/role. Goals and metrics may vary with each performance period, and payments under this plan are granted at the sole discretion of the Company. The plan details as applicable to you will be communicated to you at the time of joining.

1.6 Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 11,577 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave
You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick–cum–casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses
In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1.Your job classification detail is as listed below:

Job Function: ES - Services

Job Family: ES - Svc Information Development
Job Title (Internal): Svc Info Developer I b
Salary Grade: M19

2.2. Work Place
You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation
You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer
Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

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2.5 Retirement
You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination
i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest
Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct
In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 General Conditions

1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers
2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

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Thanking You,
Yours Sincerely,

Venkatesh

{{Sig1_es_:signer1:signature}}

Arun D Rao
Director - Human Resources
* This is an electronically generated letter and hence does not require a signature.

I accept the above referred Pay and Benefits and the general terms and conditions of employment

Venkatesh

{{Sig1_es_:signer2:signature}}

Sai Venkatesh Maruvada

{{Dte_es_:signer2:date}}

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

Sai Venkatesh Maruvada
First Name Middle Name Last Name

6/3/19
Date

Thoraipakkam, Chennai 600096
Place

Annexure II

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Flexible Benefits Plan (FBP)
Job Family: ES - Svc Information Development
Title: Svc Info Developer I b

1 a. House Rent Allowance
Maximum Limit: 60% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord
1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2014 to 2017.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs.200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs.2,400
Supporting Documentation: Declaration

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel): (Per child per month Rs.300)
Maximum Limit: Rs.7,200
Supporting Documentation: Declaration

5a. Company Car Program
Lease rental as per vehicle of choice
5b. Fuel expense reimbursement towards Company Car
Maximum Limit: Rs.160,000

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/ restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia – An amount of Rs.700/– will be paid out monthly as advance Bonus/Exgratia. For those earning basic salary up to Rs.10, 000/–pm advance Bonus is paid towards payment of bonus payable under the Payment of Bonus Act, 1965. Those having basic salary above Rs.10, 000/–pm this amount will be treated as ex gratia.
Maximum Limit: Rs. 8,400

8. Personal Pay through Payroll – Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex–showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

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1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.

a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/she should not draw more than:

a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:

a) Q1 – April, May, June
b) Q2 – July, August, September
c) Q3 – October, November, December
d) Q4 – January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro–rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

1. Originals are required only for verification and will be returned back immediately

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2. Please carry a printout of this letter when submitting the joining documents.
3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer
Original Required for Verification: Yes
No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.
Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

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Sai Venkatesh Maruvada

1. **Consideration and Relationship to Employment**. As a condition of my employment with DXC or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. **Confidential Information.** This Agreement concerns trade secrets, confidential business and technical information, and know–how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

(a) to use such information only in the performance of Company duties;
(b) to hold such information in confidence and trust; and
(c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company. I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. **Proprietary Developments.** This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information. Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

(a) to disclose them promptly to Company;
(b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
(c) to assign any right of recovery for past damages to Company; and
(d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense. I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or

demonstrably anticipated research or development, or (b) the invention results from any work performed by the employee for the employer.

4. **Respect for Rights of Former Employers.** I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. **Work Product.** The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. **Company Property.** I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. **Protective Covenants.** I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company. I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) No Solicitation of Customers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with or accepting any order from any customer of Company for the benefit of a Competing Line of Business if I either had business–related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) No Solicitation of Company Employees. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) No Solicitation of Company Suppliers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company. As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). "Company Employee" means an individual employed by or retained as a consultant to Company or its

related corporations. "Company Supplier" means an individual, corporation, other business entity or separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. **Enforcement.** I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post–employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements. For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. **Relief; Extension.** I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. **Severability; Authority for Revision; Assignment; Governing Law.** The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. **Acceptance by Company.** A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. **Acceptance by Employee.** By placing my signature below, I confirm that I have read and fully

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understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior to my acceptance of such terms.

FOR Company

Venkatesh

{{Sig1_es_:signer1:signature}}

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

FOR Employee

Name : Sai Venkatesh Maruvada

Venkatesh

{{Sig1_es_:signer2:signature}}

6/3/19

Date : {{Dte_es_:signer2:date}}

DXC.technology

30 Jan, 2019

Sharmila.A

Dear Sharmila.A,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,

Yours Sincerely,

{{Sig1_es_:signer1:signature}}

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

30 Jan, 2019

Sharmila.A
1/1,Konapuram(V),Bellugupa(M)

Anantapur, 515741
India

Dear Sharmila.A,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as Svc Info Developer I b at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 1 Jul, 2019.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

You are expected to report at HP Avenue, 39/40, Electronics City Hosur Road Bangalore, Karnataka 560100 at 10:30 am to complete your joining formalities.

1 PAY and BENEFITS

Your Fixed Gross Salary will be INR 550,000.00 per annum.

1.1 Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR 220,000.00.

1.2. Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

1.4. Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.5 Variable Pay Program

You will be eligible to participate in any one Variable Pay Program, which would vary according to your business/role. Goals and metrics may vary with each performance period, and payments under this plan are granted at the sole discretion of the Company. The plan details as applicable to you will be communicated to you at the time of joining.

1.6 Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 11,577 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1.Your job classification detail is as listed below:

Job Function: ES - Services

Job Family: ES - Svc Information Development
Job Title (Internal): Svc Info Developer I b
Salary Grade: M19

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement
You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.6 Notice for Separation/ Termination
i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest
Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct
In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 General Conditions

1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers
2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

Thanking You,

Yours Sincerely,

{{Sig1_es_:signer1:signature}}

Arun D Rao
Director - Human Resources
* This is an electronically generated letter and hence does not require a signature.

I accept the above referred Pay and Benefits and the general terms and conditions of employment

{{Sig1_es_:signer2:signature}}

_____
Sharmila.A

{{Dte_es_:signer2:date}}

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____
First Name Middle Name Last Name

_____
Date

_____
Place

Annexure II

Flexible Benefits Plan (FBP)

Job Family: ES - Svc Information Development
Title: Svc Info Developer I b

1 a. House Rent Allowance
Maximum Limit: 60% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord
1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2014 to 2017.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs.200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs.2,400
Supporting Documentation: Declaration

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel): (Per child per month Rs.300)
Maximum Limit: Rs.7,200
Supporting Documentation: Declaration

5a. Company Car Program
Lease rental as per vehicle of choice
5b. Fuel expense reimbursement towards Company Car
Maximum Limit: Rs.160,000

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/ restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − An amount of Rs.700/− will be paid out monthly as advance Bonus/Exgratia. For those earning basic salary up to Rs.10, 000/−pm advance Bonus is paid towards payment of bonus payable under the Payment of Bonus Act, 1965. Those having basic salary above Rs.10, 000/−pm this amount will be treated as ex gratia.
Maximum Limit: Rs. 8,400

8. Personal Pay through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.
a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/ she should not draw more than:
a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:
a) Q1 − April, May, June
b) Q2 − July, August, September
c) Q3 − October, November, December
d) Q4 − January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro−rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.

3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer
Original Required for Verification: Yes
No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.
Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

Sharmila.A

1. Consideration and Relationship to Employment. As a condition of my employment with DXC or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. Confidential Information. This Agreement concerns trade secrets, confidential business and technical information, and know−how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

(a) to use such information only in the performance of Company duties;
(b) to hold such information in confidence and trust; and
(c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company. I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. Proprietary Developments. This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information. Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

(a) to disclose them promptly to Company;
(b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
(c) to assign any right of recovery for past damages to Company; and
(d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense. I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed

by the employee for the employer.

4. Respect for Rights of Former Employers. I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. Work Product. The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. Company Property. I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. Protective Covenants. I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company. I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) No Solicitation of Customers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with or accepting any order from any customer of Company for the benefit of a Competing Line of Business if I either had business−related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) No Solicitation of Company Employees. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) No Solicitation of Company Suppliers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company. As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). "Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or

separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. Enforcement. I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post−employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements. For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. Relief; Extension. I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. Severability; Authority for Revision; Assignment; Governing Law. The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. Acceptance by Company. A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. Acceptance by Employee. By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior

to my acceptance of such terms.

FOR Company

{{Sig1_es_:signer1:signature}}

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

FOR Employee

Name : Sharmila.A

{{Sig1_es_:signer2:signature}}

Date : {{Dte_es_:signer2:date}}

24 Sep, 2018

SSwathy

Dear SSwathy,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,

Yours Sincerely,

Arun D Rao

Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

DXC.technology

24 Sep, 2018

SSwathy

Dear SSwathy,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as ITO Svc Delivery Cons I-b at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 1 Oct, 2018.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

You are expected to report at HP Avenue, 39/40, Electronics City Hosur Road Bangalore, Karnataka 560100 at 10:30 am to complete your joining formalities.

1 PAY and BENEFITS

Your Fixed Gross Salary will be INR 335,949.00 per annum.

Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR 134,379.60.

Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

Variable Pay Program

You will be eligible to participate in any one Variable Pay Program, which would vary according to your business/role. Goals and metrics may vary with each performance period, and payments under this plan are granted at the sole discretion of the Company. The plan details as applicable to you will be communicated to you at the time of joining.

Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 11,577 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

Your job classification detail is as listed below:

Job Function: ES - Services

Job Family: ES - SVC-ITO Service Delivery
Job Title (Internal): ITO Svc Delivery Cons I-b
Salary Grade: M16

Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

Retirement
You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

Notice for Separation/ Termination
i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

Conflict of Interest
Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

Standards of Business Conduct
In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

General Conditions

1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers
2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

Thanking You,

Yours Sincerely,

Arun D Rao
Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources
* This is an electronically generated letter and hence does not require a signature.

I accept the above referred Pay and Benefits and the general terms and conditions of employment

SSwathy

Sep 27, 2018

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

First Name Middle Name Last Name

Date

Place

Annexure II

Flexible Benefits Plan (FBP)

Job Family: ES - SVC-ITO Service Delivery
Title: ITO Svc Delivery Cons I-b

1 a. House Rent Allowance
Maximum Limit: 60% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord
1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2014 to 2017.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs.200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs.2,400
Supporting Documentation: Declaration

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel): (Per child per month Rs.300)
Maximum Limit: Rs.7,200
Supporting Documentation: Declaration

5a. Company Car Program
Lease rental as per vehicle of choice
5b. Fuel expense reimbursement towards Company Car
Maximum Limit: Rs.160,000

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/ restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − An amount of Rs.700/− will be paid out monthly as advance Bonus/Exgratia. For those earning basic salary up to Rs.10, 000/−pm advance Bonus is paid towards payment of bonus payable under the Payment of Bonus Act, 1965. Those having basic salary above Rs.10, 000/−pm this amount will be treated as ex gratia.
Maximum Limit: Rs. 8,400

8. Personal Pay through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.
a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/ she should not draw more than:
a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:
a) Q1 – April, May, June
b) Q2 – July, August, September
c) Q3 – October, November, December
d) Q4 – January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro–rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.

3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer
Original Required for Verification: Yes
No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.
Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

SSwathy

1. Consideration and Relationship to Employment. As a condition of my employment with DXC or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. Confidential Information. This Agreement concerns trade secrets, confidential business and technical information, and know−how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

(a) to use such information only in the performance of Company duties;
(b) to hold such information in confidence and trust; and
(c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company. I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. Proprietary Developments. This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information. Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

(a) to disclose them promptly to Company;
(b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
(c) to assign any right of recovery for past damages to Company; and
(d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense. I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed

by the employee for the employer.

4. Respect for Rights of Former Employers. I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. Work Product. The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. Company Property. I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. Protective Covenants. I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company. I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) No Solicitation of Customers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with or accepting any order from any customer of Company for the benefit of a Competing Line of Business if I either had business−related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) No Solicitation of Company Employees. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) No Solicitation of Company Suppliers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company. As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). "Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or

separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. Enforcement. I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post−employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements. For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. Relief; Extension. I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. Severability; Authority for Revision; Assignment; Governing Law. The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. Acceptance by Company. A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. Acceptance by Employee. By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior

to my acceptance of such terms.

FOR Company

Arun D Rao

Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

FOR Employee

Name : SSwathy

Date : Sep 27, 2018

DXC.technology

24 Sep, 2018

THALLAM PAVAN KUMAR

Dear THALLAM PAVAN KUMAR,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,

Yours Sincerely,

Arun D Rao

Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

24 Sep, 2018

THALLAM PAVAN KUMAR
Hno:29/177-E-10-A2 Sbi colony near per degree college nandyal
India

Dear THALLAM PAVAN KUMAR,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as ITO Svc Delivery Cons I-b at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 1 Oct, 2018.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

You are expected to report at HP Avenue, 39/40, Electronics City Hosur Road Bangalore, Karnataka 560100 at 10:30 am to complete your joining formalities.

1 PAY and BENEFITS

Your Fixed Gross Salary will be INR 335,949.00 per annum.

Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR 134,379.60.

Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

Variable Pay Program

You will be eligible to participate in any one Variable Pay Program, which would vary according to your business/role. Goals and metrics may vary with each performance period, and payments under this plan are granted at the sole discretion of the Company. The plan details as applicable to you will be communicated to you at the time of joining.

Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 11,577 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

Your job classification detail is as listed below:

Job Function: ES - Services

Job Family: ES - SVC-ITO Service Delivery
Job Title (Internal): ITO Svc Delivery Cons I-b
Salary Grade: M16

Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

Retirement
You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

Notice for Separation/ Termination
i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

Conflict of Interest
Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

Standards of Business Conduct
In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

General Conditions

1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers
2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

Thanking You,

24 Sep, 2018

TUMMALA DILEEP KUMAR

Dear TUMMALA DILEEP KUMAR,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,

Yours Sincerely,

Arun D Rao

Arun D Rao (Sep 27, 2018)

Arun D Rao
Director - Human Resources

* This is an electronically generated letter and hence does not require a signature.

24 Sep, 2018

TUMMALA DILEEP KUMAR
Door No 6/52, near Ganga theatre street,

India

Dear TUMMALA DILEEP KUMAR,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as ITO Svc Delivery Cons I-b at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 1 Oct, 2018.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

You are expected to report at HP Avenue, 39/40, Electronics City Hosur Road Bangalore, Karnataka 560100 at 10:30 am to complete your joining formalities.

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Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

Gratuity:
You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

Variable Pay Program

You will be eligible to participate in any one Variable Pay Program, which would vary according to your business/role. Goals and metrics may vary with each performance period, and payments under this plan are granted at the sole discretion of the Company. The plan details as applicable to you will be communicated to you at the time of joining.

Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 11,577 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

1.8 Relocation Expenses

In the event of you having to relocate to your place of posting, you would be eligible for relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount is fully recoverable in the event you leave the Company within 12 months from your date of joining the company.

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Your job classification detail is as listed below:

Job Function: ES - Services

Job Family: ES - SVC-ITO Service Delivery
Job Title (Internal): ITO Svc Delivery Cons I-b
Salary Grade: M16

Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.

Transfer

Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

Retirement
You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

Notice for Separation/ Termination
i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

Conflict of Interest
Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

Standards of Business Conduct
In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

General Conditions

1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers
2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

Thanking You,

EPISOURCE

May 10, 2019

Employee ID : ESPL6433

Hema Malini J
11/20
Kasipuram 'B' Block 5Th Street ,Royapuram
Chennai
Tamil Nadu- 600013

Dear Hema Malini,

Sub: Appointment Letter

A warm welcome to the Episource family.
Episource is an organization with Indian roots and a global vision. We are aware of the fact that we have a distinctive culture and would like to invite you to and enhance this culture. We are sure that you will contribute to the task ahead of us, in your own special way.

With reference to our Offer Letter dated May 09, 2019, We are pleased to appoint you as Trainee-CRP effective May 10, 2019.

Please note that the terms and conditions of your service contract as intimated here after, is to be treated as strictly confidential and you are not to divulge its content to any employee of the company/person connected with the company, who is not authorized by the management.

All information regarding your compensation, benefits and performance appraisal are to be treated as strictly confidential. Hence discussions or sharing of information with other employees either in public or private is strictly prohibited.

We are congratulate you on this occasion and we hope you will render your good services with commitment and dedication.

You are advised to sign and return the duplicate of this letter as token of your acceptance.

We look forward to a long rewarding career with Episource.

With best Wishes,
For Episource India Pvt Ltd

Manjulaa Palanisamy
Associate Vice President - HR

Hema Malini J

EPISOURCE

May 10, 2019

Employee ID : ESPL6452

Nandhini M
No.14
Jumbuli New Colony, Dhamodaran Street,Kodungaiyur
Chennai
Tamil Nadu- 600118

Dear Nandhini,

Sub: Appointment Letter

A warm welcome to the Episource family.
Episource is an organization with Indian roots and a global vision. We are aware of the fact that we have a distinctive culture and would like to invite you to and enhance this culture. We are sure that you will contribute to the task ahead of us, in your own special way.

With reference to our Offer Letter dated May 09, 2019, We are pleased to appoint you as Trainee-CRP effective May 10, 2019.

Please note that the terms and conditions of your service contract as intimated here after, is to be treated as strictly confidential and you are not to divulge its content to any employee of the company/person connected with the company, who is not authorized by the management.

All information regarding your compensation, benefits and performance appraisal are to be treated as strictly confidential. Hence discussions or sharing of information with other employees either in public or private is strictly prohibited.

We are congratulate you on this occasion and we hope you will render your good services with commitment and dedication.

You are advised to sign and return the duplicate of this letter as token of your acceptance.

We look forward to a long rewarding career with Episource.

With best Wishes,
For Episource India Pvt Ltd

Manjulaa Palanisamy
Associate Vice President - HR

Nandhini M

2020.07.04 11:21

EPISOURCE

April 22, 2019

Employee ID : ESPL6354

Nisha Victory Suresh
8/120
Knp Nagar , Ponniamman Koil Street , Kovoor,Chennai
Chennai
Tamil Nadu- 600128

Dear Nisha,

Sub: Appointment Letter

A warm welcome to the Episource family.
Episource is an organization with Indian roots and a global vision. We are aware of the fact that we have a distinctive culture and would like to invite you to and enhance this culture. We are sure that you will contribute to the task ahead of us, in your own special way.

With reference to our Offer Letter dated April 19, 2019, We are pleased to appoint you as Trainee-CRP effective April 22, 2019.

Please note that the terms and conditions of your service contract as intimated here after, is to be treated as strictly confidential and you are not to divulge its content to any employee of the company/person connected with the company, who is not authorized by the management.

All information regarding your compensation, benefits and performance appraisal are to be treated as strictly confidential. Hence discussions or sharing of information with other employees either in public or private is strictly prohibited.

We are congratulate you on this occasion and we hope you will render your good services with commitment and dedication.

You are advised to sign and return the duplicate of this letter as token of your acceptance.

We look forward to a long rewarding career with Episource.

With best Wishes,
For Episource India Pvt Ltd

Manjulaa Palanisamy
Associate Vice President - HR

Nisha Victory Suresh

Episource India Pvt. Ltd | www.episource.com | CIN - U72900TN2004PTC053347
Registered Office: No. 18, Sathyanarayana Avenue, Boat Club Road, R.A. Puram, Chennai - 600 028.

Corporate Office
2nd Floor, Prince Info City II,
No. 141, Rajiv Gandhi Salai (OMR),
Kandanchavadi, Chennai - 600 096.
Ph: +91 44 4910 1616

Mumbai Office
5th Floor, E Wing, Corporate Avenue
(Atul Projects), Opp. Solitaire Corporate Park,
Chakala, Andheri-Ghatkopar Link Road,
Andheri East, Mumbai - 400 093.

Vijayawada Office
Door. No. 54-15-5A, 3rd Floor,
Lakshmi Avenue,
Srinivasa Nagar Bank Colony,
Ring Road, Vijayawada - 520 0

Dear Avula,

Congratulations!

With reference to the discussion we had with you, we are pleased to offer you the position of a **Tax Analyst** with **EY Global Delivery Services** Bangalore, India. The terms and conditions of your employment are detailed in the offer letter attached.

We await a confirmatory mail from you on:
a) Acceptance of the offer (within 1 working days)
b) Your current employer's acceptance of your resignation and last working day
c) Your joining date with us

We have attached the EY brochure which will provide you with additional information.

We wish you a long and fulfilling career with Global Delivery Services.

Kind Regards
EY GDS India Recruitment Team

Thank you for your interest in EY.

This email has been generated on behalf of EY Global Services Limited, a private company limited by shares registered in England and Wales with registered number 05483856 and registered office at 6 More London Place London, SE1 2DA, United Kingdom. The business of EY Global Services Limited is confined to the provision of services to member firms of Ernst & Young Global Limited. EY Global Services Limited does not provide services to clients.

EY refers to the global organization, and may refer to one or more, of the member firms of Ernst & Young Global Limited, each of which is a separate legal entity. Ernst & Young Global Limited, a UK company limited by guarantee, does not provide services to clients.

Attachments

- EY Brochure.pdf
- DS Signature Validation.pdf
- Revised_1013823249_Avula_Main_Signed.pdf
- Revised_1013823249_Avula_RA_Signed.pdf

Offer electronically accepted by: Sai Kumar, Avula
Offer electronically accepted on: Mar 5, 2019 5:48 PM
Offer electronically accepted from: 106.76.227.169

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

01 March, 2019

Mr Jackson Johny
9/472, DGM Sai Latha Apartment, Indhira Nagar, 2nd Street,
Vengaivasal, Nr Gioeon Automotive,
Chennai,
Tamil Nadu - 600073

Contact No: +91 9790810635
Email: mypostbox379@gmail.com

Dear **Jackson**,

Subject: Appointment in the position of
Tax Analyst

With reference to your application and the subsequent interview you had with us we are pleased to confirm your appointment for the above said position in **"EY Global Delivery Services India LLP"** (the "Firm") subject to the following terms and conditions:

Please note that both your employment and the terms of employment referred herein will be effective only in the event of you having successfully completed your **BE** by **April, 2019.** If at any time it is noticed that the above prerequisite is not met or if it is found that you are not a qualified **BE** by **April, 2019** your employment will be terminated with immediate effect.

1. POSITION:

You will be appointed in the position of **Tax Analyst** in **TAX** in the Firm. Your Rank will be **44.** While serving the Firm in this position, you will report to, and receive direction from the reporting manager or as may be communicated to you from time to time. As agreed, you shall join the services of the Firm at **Bangalore** office.

2. DUTIES AND CODE OF CONDUCT:

a. You shall at all times carry out such duties and responsibilities as may be assigned to you by the Firm and shall faithfully and diligently perform these in compliance with established policies and procedures, endeavouring to the best of your ability to protect and promote the interests of the Firm.
b. You will be bound by the Firm's Code of Conduct and all other rules, regulations, policies and orders issued by the Firm from time to time in relation to your conduct, discipline and service conditions such as leave, medical, retirement, IT policies, etc. as if these conduct rules, regulations, policies et al, were part of this contract of employment.
c. Without prejudice to the generality of the foregoing, you shall at all times comply with the Firm's policies and procedures (as may be intimated from time to time on the Firm's internal home page or through Firm newsletters and webcasts or other written means), including but not limited to matters relating to independence, anti-bribery, prevention of insider trading and prevention of sexual harassment.

3. WORKING HOURS:

Your standard working hours will be 45 hours a week. Your work week comprises of weekly off, which will be communicated to you by your reporting manager. In view of your position in the Firm, you shall effectively perform to ensure results and you will be expected to work beyond the standard working hours to achieve the results, whenever your job so requires. Additionally, as mentioned in your interview process, the Firm may implement staggered work shifts, from time to time. In such an event, you shall abide by the change in the standard working hours as may be notified by the Firm to accommodate such staggered shifts.

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4. DATE OF JOINING :

As per our discussion you will report to the Firm on **22 April, 2019** at RMZ Infinity, Tower C, Old Madras Road, Benniganahalli, K.R. Puram, Bangalore - 560016 .
Please note that your work location may be different based on the service line you are joining.

5. PROBATION:

You shall be on probation for a period of six months from the date of joining the Firm. Your employment will be deemed confirmed, unless otherwise communicated to you in writing for reasons not limited to performance.
During the six months probationary period for matters related to discipline or performance, the Firm reserves the right to take action in accordance to the policy of the Firm.
Please note that a confirmation letter/notification will not be issued to you upon completion of the six month probationary period.

6. ANNUAL FIXED COMPENSATION:

You shall be paid an annual fixed compensation of **INR 3,61,904/-** per annum. The annual fixed compensation will be subject to applicable taxes as per the provisions of the Income Tax Act, 1961, and will be paid to you after deduction of income tax and other applicable taxes at source. The annual fixed compensation will be paid to you monthly in arrears. It is a condition of your service that you shall abide by the Firm's policy maintaining the strictest confidentiality of your compensation information and not disclose such information to any other person within the Firm.

7. TRANSFERABILITY:

Your initial place of posting shall be at SEZ Unit located at Bagmane World Technology Center- SEZ, Coral Building,Doddanekkundi Village,Krishnarajapuram Hobli,Outer Ring Road,Bangalore-560037**.** However, your services are transferable and you may be assigned/transferred in India or outside India to serve the Firm in any of its existing or future offices or any of its group companies or associates.
EY pans across geographies providing various services to its clients and you may be required to go through appropriate Induction & Orientation along with necessary training programme. The training is given to ensure that you are compliant with the best practices followed by EY on a worldwide basis.

8. CONFIDENTIALITY:

a) Compensation: You shall at all times keep the details of your compensation and employment benefits at the Firm strictly confidential, and shall not disclose such details to any other person within the Firm.

b) Use of Firm's name: You shall use the Firm name, logos, trademarks or other identifiers strictly in the manner permitted by the Firm's policies, or for the purposes of provision of Services delegated to you to the extent required. Upon termination of your employment with the Firm, you shall not use the Firm's name, logo, trademark or other identifier in any manner other than what is already a matter of public knowledge, provided however you will not be in breach of this clause if you make reference to the Firm's name solely to describe your former association with the Firm subject to the confidentiality obligations which the Firm might have undertaken in relation to any of its clients/customers/users, vendors or other Firm's personnel.

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c) Information: You shall always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Firm which may be known to you or confided in you by the Firm its representatives, authorized personnel, vendors, sub-contractors, clients/customers/users etc. and by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Firm . For the purposes of this clause 'Confidential Information' means information about the Firm's business and that of its clients/customers/users, subcontractors, business partners or agents which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the Firm, its client/customer/user lists, employment policies, personnel, and information about the Firm's products, services, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, sales pitches, fees quotes, tender information, key personnel, customer contacts, thought leadership papers, and all papers, resumes, records and other documents containing such Confidential Information, whether such information was disclosed to or accessed by you prior to or after the date hereof. You shall at all times, whether during or after the termination of your employment, act with utmost fidelity and shall not disclose or divulge any such information to third parties or make use of such information for your own benefit or otherwise howsoever.

d) At no time will you remove any Confidential Information from the Firm's offices without the permission of your reporting manager and/or an authorized officer of the Firm save and except for the purposes of performing the duties assigned to you in your capacity as an employee of the Firm and for no other purpose or use. You will not reproduce, store in a retrieval system or transmit in any form or by any means - electronic, mechanical, photocopying, recording, scanning or otherwise - any copyrighted material or other confidential or proprietary material, which is the property of the Firm or of its clients/customers/users, for your own benefit or for the benefit of any third party, either during the term of your employment or thereafter.

e) You acknowledge and agree that disclosure of any portion of the Confidential Information prohibited herein or any breach of the provisions herein may result in irreparable injury and damage to the Firm which will not be adequately compensable in monetary damages, that the Firm will have no adequate remedy at law therefor, and that the Firm may, in addition to all other remedies available to it at law or in equity, obtain such preliminary, temporary or permanent mandatory or restraining injunctions, orders or decrees as may be necessary to protect the Firm against, or on account of, any breach by you of the provisions contained herein, and you agree to reimburse the reasonable legal fees and other costs incurred by the Firm in enforcing the provisions of this contract of employment. In addition the Firm will be within its rights to (i) advertise for public knowledge / notice (ii) notify to your prospective employer or iii) regulatory body, any impropriety or breach of confidentiality obligations hereunder as a result of your actions, at its absolute discretion.

f) Upon termination of your employment or otherwise upon the Firm's request, you will immediately return and surrender to the Firm , all data, information, files, books, magazines, reports, documents, manuals, audio and video tapes, floppies, discs, any knowledge databases entrusted to you, and any other data, information or material containing or reflecting Confidential Information in the course of your employment and shall not retain any copy thereof in any form whatsoever. If the Firm requests, you shall also confirm in writing to the Firm that you have complied with this clause. The Firm reserves the right to alter the confidentiality agreement from time to time, as and when required.

g) Your duty to safeguard and not disclose, share or publish Confidential Information will survive the expiration or termination of this contract of employment and/or your employment with the Firm.

9. INTELLECTUAL PROPERTY:

In consideration of this Contract of employment and of the salary agreed to be paid in consideration hereof, you agree:

a) The Firm shall own (as its exclusive property, free from any obligations towards you) all intellectual property developed or conceived by you solely or jointly with others during the period of your employment, (1) that are along the lines of the businesses, work or investigations of the Firm to which your employment relates or as to which you may receive information due to your employment, or (2) that result from or are suggested by any work which you may do for the Firm or (3) that are otherwise made through the use of Firm's time, facilities or materials;

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b) Not to disclose or utilize in your work with the Firm , any confidential information of others (including any prior employers) or any inventions or innovations of otherwise without express permission; and

c) To execute all necessary papers and otherwise provide proper assistance (at the Firm's expense), during and subsequent to your employment, to enable the Firm to obtain for itself or its nominees all patents, copyrights, or other legal protection for such intellectual property in any and all countries.

10. LEAVE:

You will be entitled to a total leave of 30 days for each completed year of service, in accordance with the leave rules of the Firm. The Firm reserves the right to alter the policy from time to time and the policy in effect for the time being shall be applicable to you.

11. PROVIDENT FUND AND GRATUITY PLANS:

You will participate in the Firm's Provident Fund, and Gratuity Plans as may be applicable in the Firm as per the Payment of Gratuity Act, 1972.

12. RETIREMENT:

As per the Firm's extant policy, retirement age of the employee is 60 years. The Firm reserves the right to alter the policy from time to time and the policy in effect for the time being shall be applicable to you.

13. NOTICE PERIOD; TERMINATION:

a) During the probation or extended probation period, either the Firm or you may terminate your contract of employment by giving one month's written notice or one month's salary which is based on annual fixed compensation, in lieu of notice, to the other party, subject to the release date being approved by the Firm. The Firm reserves the right to terminate your employment by giving you compensation equivalent to one month's salary which is based on annual fixed compensation, in lieu of the notice period.

b) After confirmation of your service at the Firm, the contract of employment is terminable by either the Firm or by you, by giving two months' notice in writing to the other, without assigning any reasons thereof. The Firm reserves the right to pay or recover from you, two month's salary which is based on annual fixed compensation, in lieu of the notice period, subject to the release date being approved by the Firm.

c) If termination is initiated by you, the Firm may, at its discretion, relieve you from a date it may deem fit, at any time before expiration of the notice period. The Firm will agree to the release date and salary payment in lieu of notice period. During the notice period, however, you shall cooperate with the Firm in ensuring smooth and proper hand-over of your responsibilities, failing which the Firm shall be authorized to withhold/forfeit your dues.

d) The Firm may also terminate/suspend your services at its discretion at any time without giving any notice or amount in lieu of notice immediately if it has been alleged and prima facie established through preliminary internal enquiry that you have committed (i) any heinous criminal act or any offense involving moral turpitude (the term "moral turpitude" includes crimes having an inherent quality of baseness, vileness, or depravity with respect to a person's duty to the society in general such as rape, forgery, theft, solicitation, etc.), (ii) sexual harassment (adjudicated guilty as per the Firm's policy and local laws) or (iii) other act that threatens or likely to damage Firm's reputation or (iv) any misconduct or breach of terms and conditions outlined in this contract of employment including the Firm's policies.

e) The Firm also expects that you voluntarily disclose details of any of the above acts to the Firm at the time of joining or during your employment with the Firm , as applicable, based on which the Firm may terminate/suspend your services at its discretion at any time immediately upon written notice to you.

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14. PAST RECORD:

If any information or declaration given by you to the Firm proves to be false or if you are found to have willfully suppressed any material information, including but not limited to any information about your educational qualification, professional certification, you will be liable to be discharged from the services of the Firm , without any notice or salary.

15. RULES AND REGULATIONS:

You shall abide by the Rules and Regulations of the Firm in effect from time to time or as the Firm may communicate from time to time.

16. DUAL EMPLOYMENT:

You will be in the exclusive employment of the Firm. During your employment with the Firm, you will devote your whole time, attention and skill to your ability for its business and you shall not, except with the written permission of the Firm, engage directly or indirectly in any other business, profession, occupation or other commercial activity, whether as a principal, agent, contractor, consultant or otherwise, whether full-time or part-time.

17. PERSONAL DATA:

During the course of your employment with the Firm, you may provide the Firm with confidential data or information that can be linked to you personally, or otherwise personally identifies you, including without limitation your financial information, emails, addresses, telephone numbers, shareholdings, physical, physiological and mental health information, and medical records and history (your "Personal Data"). You acknowledge that the Firm may collect, use, transfer, store or otherwise process ("Process") such Personal Data as required per the Firm's policies, to facilitate the conduct of the Firm's business, to conduct background checks, check conflicts or maintain independence, finance and accounting purposes or for quality and risk management purposes. The Firm will Process your Personal Data in accordance with applicable law and professional obligations and shall ensure that any service provider who Processes Personal Data on our behalf adheres to such requirements.
You hereby consent to the processing of your Personal Data in the manner described above, whether by the Firm or any service provider on the Firm's behalf.

18. EMPLOYMENT VERIFICATION :

Your qualifications and employment will be subject to a background check, which will be conducted by such agency/firm/establishment, whose services are contracted by the Firm , from time to time. The verification will include authentication of any factual or historical information provided by you, related to past and present data such as reference details, previous employment details, educational credentials and criminal records, etc. You are required to give your consent, by signing the background verification declaration in such a manner as may be required by the Firm. In the event that you fail to submit the documents sought by the Firm within the stipulated timeline or if any information provided by you to the Firm proves to be false or if you are found to have willfully withheld any information, the Firm reserves the right to revoke and/ or terminate this contract of employment, without any notice or compensation.

19. SUBMISSION OF DOCUMENTS:

You will be expected to mandatorily submit relevant documents as stated in Annexure A at the time or prior to joining the Firm. The list of relevant documents will be intimated to you. In the event that you do not submit the relevant documents within the stipulated time period, the Firm reserves the right to revoke and/ or terminate this contract of employment without any notice or compensation.

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20. MISCELLANEOUS:

a) The following annexures form an integral part of this agreement.

   a) Annexure A – List of documents to be submitted
   b) Annexure B – Illustrative compensation break-up
   c) Annexure C – Relocation allowance / benefit recovery letter

b) Previous employment: You represent and warrant to the Firm that you are under no contractual, fiduciary, professional or other obligation or commitment that prevents you from entering into this contract of employment, or is otherwise inconsistent with your obligations under this contract of employment. If you were previously employed with another organisation, you represent and warrant to us that you have returned all property and confidential information belonging to any prior employer/organization and do not have any outstanding issues/unfulfilled employment obligation pending with your previous employer/organization having legal ramifications/consequences for you or for the Firm.

c) Additional Documents: In addition you may also be required to execute additional documents, declarations and/or deeds as (i) per the Firm's policy as may apply to your/your nature of services as well as (ii) per any requirement of law of the jurisdiction were you might be required to work as a part of your employment with us, depending upon your job requirements and/or (iii) per the requirement of any professional, industry or other regulatory body and/or (iv) to meet any specific client/customer/user request and/or (v) per the Firm's exclusive discretion.

d) Supersedes previous contract of employment: This contract of employment supersedes and replaces any existing agreement between the Firm and you relating generally to the same subject matter. It may not be modified or terminated, in whole or part, except in writing signed by an authorized representative of the Firm. This contract of employment shall include all written deeds, documents, declarations, bonds and undertakings signed by you pursuant to and arising out of this document. Discharge of your undertakings in this contract of employment shall be an obligation of your executors, administrators, or other legal representatives or assigns.

e) Severability: If any provision contained in this contract of employment is held to be invalid or unenforceable under applicable law, the remaining provisions of this contract of employment shall be construed as if such provision did not exist, and the unenforceability or invalidity of such provision shall not be held to render any other provision of this contract of employment unenforceable or invalid.

f) Privity of Contract: The terms of this contract of employment may only be enforced by a party to this contract of employment.

g) Governing law and dispute resolution: This contract of employment, including all matters relating to its validity, construction, performance and enforcement, shall be governed by and construed in accordance with Indian law. In case of any dispute in relation to this contract of employment the decision of the management of the Firm shall be final and binding.

This file is signed using Digital Signature.

Please acknowledge your acceptance of these terms and conditions of employment by signing the duplicate copy of this contract of employment and submitting the same to us for the Firm's records.

Thanking you.

Yours faithfully,

for **EY Global Delivery Services India LLP**

Signature Not Verified
Signed by : SHANTHARAM YOUBBILISHETTY
Date : 01-Mar-2019 17:10:08
Location : Bangalore
Reason :

Authorized Signatory

I hereby accept the aforesaid position and terms and conditions of employment set forth above.

Signed: _____ Date: _____

Name: _____

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Annexure A

Dear **Jackson,**

Please refer to the discussion that you had with us. Please note that you have to submit the following documents on the date of joining (it is mandatory to carry all documents & information listed below).

SN	Documents to be submitted on the Date of Joining	Tick Y/N
1	4 passport size photographs in formals with a white background	
2	Three printed copies of the following documents: • Your Pan Card – Mandatory • Aadhaar Card – Mandatory • Your passport, voters ID, ration card, driving license or ESIC card	
3	Single printed copies of all semester and year mark sheets, degree and provisional certificates for: ▸Graduation/Post-graduation Note: If you are awaiting results, please submit all previous semester mark sheets, along with a copy of your last semester results	
4	Professional qualification certificates* *For CA qualified – Please carry your articleship completion certificate and membership certificate, along with mark sheets	
5	For Enrolled Agent/CPA qualified - Please carry your completion certificate along with the license/certification number details	
6	Experience certificate or relieving letter from last 2 employers as applicable. Your resignation acceptance letter will also be accepted by us. However, the relieving letter should be submitted to us within 30 days of joining.	
7	PF declaration form	
8	Bank details - Account number along with the IFSC code	
9	Last drawn payslip from your previous employer	
10	Your blood group	
11	Name, address (preferably residence address) and telephone number of two references, excluding relatives. If you have prior work experience, one reference has to be from the last organization or employer.	

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Annexure B

Name	**Jackson Johny**	**DOJ**	**22 April, 2019**
Designation	**Tax Analyst**	**Service Line**	**TAX**
Rank	**44**		

COMPONENTS	Per Month (INR)	Annual (INR)
Basic Salary	12,064	1,44,762
House Rent Allowance (HRA)	6,032	72,381
Other allowance including flexible components [1]	6,443	77,321
Advanced Statutory Bonus	2,220	26,640
Transport Assistance	1,600	19,200
Employer's Provident Fund (PF) contribution	1,800	21,600
Fixed compensation	**30,159**	**3,61,904**

Benefits (Estimated value)		
Insurance premium [2] (Group Medical+ Group Personal Accident+ Group Term Life)		12,993
Gratuity [3]		6,963
Total of Benefits		**19,956**

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Notes:

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, EY GDS, business unit and personal performance. This will be payable on or before 30 September. 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.

All the above components and benefits are as per the Firm's policies and are subject to change from time to time. Please refer to the payroll database (http://gssconnect.ey.net/payroll/index.htm) for a detailed breakup of your salary structure.

[1] You will also be allowed to determine your flexible components that form a part of your fixed compensation. These will be defined as per policy of the Firm which may be modified from time to time. Please refer to the payroll database (http://gssconnect.ey.net/payroll/index.htm) for applicable flexible components.

[2] Insurance benefits

Benefit Type	Benefit Value	Features
Group Medical Insurance	INR 3,00,000	Floater cover for self and five dependents which includes spouse, children and parents/parent-in-law. The premium stated is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal. There will be an employee contribution towards the premium. In addition to the existing INR 3,00,000 cover, employees can opt for an additional sum insured (custom-made 'top-up' health insurance benefit) at a reasonable cost to cover themselves and their dependents.
Group Personal Accident Insurance	INR 10,00,000	For self, as per policy, is being paid/incurred by the Firm on your behalf. The premium stated is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal of insurance policy.
Group Term Life insurance	INR 10,85,712	For self, as per policy, is being paid/incurred by the Firm on your behalf. The premium stated is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal of insurance policy.

[3] Gratuity will be paid as per provisions under the prevailing regulations.

This file is signed using Digital Signature.

Dear Pathan,

Congratulations!

With reference to the discussion we had with you, we are pleased to offer you the position of a **Tax Analyst** with **EY Global Delivery Services** Bangalore, India. The terms and conditions of your employment are detailed in the offer letter attached.

We await a confirmatory mail from you on:
a) Acceptance of the offer (within 1 working days)
b) Your current employer's acceptance of your resignation and last working day
c) Your joining date with us

We have attached the EY brochure which will provide you with additional information.

We wish you a long and fulfilling career with Global Delivery Services.

Kind Regards
EY GDS India Recruitment Team

Thank you for your interest in EY.

This email has been generated on behalf of EY Global Services Limited, a private company limited by shares registered in England and Wales with registered number 05483856 and registered office at 6 More London Place London, SE1 2DA, United Kingdom. The business of EY Global Services Limited is confined to the provision of services to member firms of Ernst & Young Global Limited. EY Global Services Limited does not provide services to clients.

EY refers to the global organization, and may refer to one or more, of the member firms of Ernst & Young Global Limited, each of which is a separate legal entity. Ernst & Young Global Limited, a UK company limited by guarantee, does not provide services to clients.

Attachments

- EY Brochure.pdf
- DS Signature Validation.pdf
- Revised_1013823291_Pathan_Main_Signed.pdf
- Revised_1013823291_Pathan_RA_Signed.pdf

Offer electronically accepted by: Amzad Khan, Pathan
Offer electronically accepted on: Mar 5, 2019 3:18 PM
Offer electronically accepted from: 27.59.163.36

Sathyabama Institute of Science & Technology WEBMAIL

John Bruce <johnbruce@sathyabama.ac.in>

2019 Campus Drive - Results

3 messages

Murali Krishnamoorthy <Murali.K@excelacom.in> Fri, Feb 1, 2019 at 7:58 PM
To: John Bruce <johnbruce@sathyabama.ac.in>
Cc: Saravanan Thinagarasamy <Saravanan.T@excelacom.in>

Hi John,

Please find below the list of selected candidates from campus drive which was conducted on 1-Feb-19 at Excelacom.

S No	Candidate Name	College Name	Department
1	Pranathi T	Sathyabama Institute of Science and Technology	BE - CSE
2	Sudha Sai Suma	Sathyabama Institute of Science and Technology	BE - CSE
3	Shruthi Latha R	Jeppiaar Maamallan Engineering College	BE - CSE
4	Elenchezhiyan G	Jeppiar Engineering College	BE - CSE

Kindly block the above mentioned candidates from appearing other Campus drives.

Thanks for your support

Thanks & Regards,

Murali K

Associate - Talent Acquisition

Excelacom Technologies Pvt Ltd

T +91 44 47433000 | **Extn:** 134 | **M** 8056266988

5/D5-IT Park, SIPCOT, Navallur Post, Siruseri, Chennai 603103.
W http://www.excelacom.in | **E** murali.k@excelacom.in | **S** Murali.Manu0465

Golden Enterprises

Mr. Sathish Kumar Raghu Kumar
G2, Amoga Flats, Poonthootam,
Pazhavanthangal,
Chennai – 600114.

04.03.2021

Dear Sir,

We are pleased to appoint you to the post of **Telecaller** in the administrative and supervisory cadre on Contract basis on the terms and conditions set out below:

1. Your services will be placed at the disposal of our client M/s. Star Health and Allied Insurance Company Limited. You will be posted at **Chennai .**
2. Your appointment is target oriented and your individual business target will be communicated to you by the authorized officer of the client. Your target is subject to revision from time to time and you will be directly responsible for achieving the target allotted to you from time to time and your performance vis-a-vis target will be **reviewed on a monthly basis** by the client and the Organisation shall have the absolute right to terminate your service without any notice period in case of unsatisfactory performance.
3. The period of your employment under this contract will be strictly one year from the date of your joining our Organisation. This contract will automatically stand terminated upon expiry of the period of one year and you will cease to be in our service with effect from that date. The contract of employment can be extended for further period as may be specified, upon mutually agreeable terms and conditions.
4. (a) You will be paid a salary of **Rs.1,54,224/-**(Rupees One lakhs fifty four thousand two hundred and twenty four only) per annum on **cost to the Company basis** (including employer's contribution of PF, ESI etc., as applicable). The break up details are given in the Annexure – I.
   (b) You will also be eligible for a **Variable, Performance-linked Incentive** which will be computed and paid on a monthly basis, subject to your fulfillment of performance parameters as may be decided by the company from time to time.
5. During the currency of this contract, you are liable to be deployed to any other office / station in India as per the requirement or in the office of any of our other clients. You will however continue to be in the service of our establishment and there will be no employer-employee relationship between you and our client. You will have absolutely no claim or demand of any nature whatsoever against our client at any point of time.
6. If you fail to report for duty as above, the appointment order will stand cancelled.
7. You will perform such duties & responsibilities as may be assigned to you by us or by the client from time to time.
8. Hours of work, holidays and leave etc will be governed by the law for the time being in force at the place of posting.

New No. 24, Ganga Nagar Road, Kodambakkam, Chennai - 600 024.
E-mail : ge@golden-enterprises.co.in
Phone : 044-24881130

Shot on OnePlus
By sha❤️✨

GREENSTAR

HR/EMS-42/2019

10th June 2019

Mr.Rohan M,
S/o.Mr. CK. Murali
E 4 / 184 38th street, SIDCO nagar,
Villivakkam, Chennai - 600049.

Dear **Rohan,**

Further to our discussions with you, we are pleased to provisionally select you as an **Engineering Management Service Trainee**. Your selection is subject to the following terms and conditions:

1. Your place of training shall be initially at our Manufacturing facility at Tuticorin.
2. You will be on training initially for a period of 18 months which may be extended at the discretion of the Management depending upon your learning capabilities and performance.
3. This offer is valid subject to your passing Degree examination (60% above in all subjects and no history of arrears) with the prescribed prerequisites and clearing the Medical Examination.
4. Free hostel accommodation will be provided to you at SPIC Nagar and it also compulsory that you should reside in the Trainees' hostel during your entire training period.
5. You are expected to remain as a bachelor/spinster till the end of your training period.
6. You will be paid a stipend of Rs.12,500/-pm (Rupees Twelve Thousand and Five Hundred only) and Special Allowance of Rs.9,500/-pm (Rupees Nine Thousand and Five Hundred only) during the first year of training period. In the second year your stipend will be Rs.13,000/- (Rupees Thirteen Thousand only) and Special Allowance of Rs.10,000/-pm (Rupees Ten Thousand only).
7. Please note that your monthly stipend includes a recovery towards your eligible retention bonus which will be paid on successful completion of your stipulated training period and subsequent one year period of service.
8. Your training shall be governed by the service rules and other regulations and other instructions from the management in force from time to time.
9. This offer will be invalid if any discrepancies found in the prescribed conditions pertain to your qualifications, age and other criteria.
10. The training period will be automatically ceased if the information furnished by you is found fault.

If the above terms and conditions are acceptable to you, you are required to acknowledge your acceptance in the duplicate copy of this letter and return the same immediately. The terms and conditions of your training will be given on the day of your reporting for training.

Yours faithfully,
For Greenstar Fertilizers Limited

V. Madhukar
Head – HR

Greenstar Fertilizers Limited
CIN : U24100TN2010PLC077127
REGD OFFICE : "SPIC HOUSE", No. 88, Mount Road, Guindy, Chennai - 600 032, Tamilnadu, India.
FACTORY : Muthiahpuram Post, Tuticorin - 628 005, Tamilnadu, India.
T : +91(461) 2355411 | F : +91(461) 2357001 | E : feedback@greenstar.net.in
Web : www.greenstarfertilizers.com

Scanned with CamScanner

Groupon Shared Services Private Limited (SEZ)
Gopalan - Global Axis, SEZ, Block – ABC (G) 3rd Floor,
Plot No. 152, EPIP Zone, Industrial area, Opposite to Satya Saibaba Hospital,
K.R Puram Hobli, Hoodi Village, Bangalore East Taluk, Whitefield,
Bengaluru 560066

Monday, September 30, 2019

Dear Raj Tilak Bharali,

On behalf of Groupon Shared Services Pvt. Ltd. ("Groupon Shares Services" or the "Company"), we are pleased to offer You the position of Customer Service Representative. This contract of employment ("Agreement"), if accepted, sets forth the terms of your employment with Groupon Shared Services. We consider it important for us to understand our mutual expectations regarding your employment with Groupon Shared Services. This Agreement, together with the attached Annexure A and subject to the conditions herein, when signed by You and an authorized Groupon Shared Services representative, will be legally binding. The contents of Annexure A will be subject to change from time to time at the sole discretion of Groupon Shared Services and all additional rules, regulation and such other practices, systems, procedure and policies framed by Groupon Shared Services will be binding on You as though it was incorporated in this Agreement.

The purpose of this Agreement, together with attached Annexure(s), is to set out the terms of your employment with Groupon Shared Services as follows:

CONTRACT OF EMPLOYMENT

This Agreement is made and entered into between Groupon Shared Services, with its principal place of business at GOPALAN – Global Axis Special Economic Zone, Block – ABC (G), 2nd & 3rd Floor, Plot No.152, EPIP Zone, Industrial Area, Whitefield, Bangalore- 560066, Karnataka, India, and Raj Tilak Bharali, an individual ("You").

1. Commencement and Terms of Employment

a. Your effective date of employment ("Effective Date") will be provided to You in writing (via email) prior to your start date with Groupon Shared Services, but is currently estimated to be on or around October 11, 2019.

b. You agree that You will at all times faithfully, industriously, and to the best of your skill, ability, experience and talents, perform all of the duties required of your position. In carrying out these duties and responsibilities, You shall comply with this Agreement, all company policies, procedures, rules and regulations, both written and oral, as are announced by the Company, from time to time. It is also understood and agreed to by You that your assignment, duties and responsibilities and reporting arrangements may be changed by the Company, in its sole discretion, without causing termination of this Agreement. This Agreement provides a summary of the main terms and conditions of your employment with the Company. Your attention is also drawn to the Company's Employee Handbook which describes in more detail, various other employment practices, such as claiming and payment of business expenses, and policies such as those on Leave & Holidays, Sexual Harassment, Use of Technology and Health and Safety, with which the Company expects You to comply. A copy of the Employee Handbook is available for your use from your manager/ HR Team and Skynet (the Company's intranet). The Employee Handbook is reviewed from time to time and any revisions are published as amendments. Additionally, the Company maintains a Global Code of Conduct and several other global policies, which You must adhere to, and which is also available from your HR Team and on Skynet.

c. Probation Period: You shall be on probation for a period of 6 months ("Initial Probation Period") from the Effective Date of your employment with the Company. Notwithstanding anything contained herein, during your Initial Probation Period, the Company may terminate your employment without any notice, and with or without stating any reason whatsoever.

Notwithstanding anything to the contrary contained herein, the Company may, in its sole discretion, at any time, extend this period of probation for an additional specified period ("Extended Probation Period"), upon notice to You. Your employment with the Company will be confirmed upon the satisfactory performance and completion of your total Probation Period (whether Initial Probation Period or Extended Probation Period), unless otherwise communicated to You by the Company.

Groupon Shared Services Private Limited (SEZ)
Gopalan - Global Axis, SEZ, Block – ABC (G) 3rd Floor,
Plot No. 152, EPIP Zone, Industrial area, Opposite to Satya Saibaba Hospital,
K.R Puram Hobli, Hoodi Village, Bangalore East Taluk, Whitefield,
Bengaluru 560066

2. Terms and Scope of Employment

You will be employed in the position of Customer Service Representative, Groupon Shared Services. Your initial duties and responsibilities will be briefed to You in the new employee orientation program.

Your principal place of work as on the Effective Date shall be at Groupon Shared Services Pvt Ltd , Gopalan - Global Axis, SEZ, Block – ABC (G) 3rd Floor, Plot No. 152, EPIP Zone, Industrial area, Opposite to Satya Saibaba Hospital, K.R Puram Hobli, Hoodi Village, Bangalore East Taluk, Whitefield, Bengaluru 560066 or at such other place as may be designated by the Company. You may be transferred, at the sole and absolute discretion of the Company, to any place in India or outside India, on terms and conditions not less favourable than those contained in this Agreement. You may be required to travel both inside and outside India for Company business in the due performance of your duties, from time to time. The Company may also depute You to any work or assign You to any client, associate company, branch, office, parent, subsidiary or other companies, concerns, organizations, or firms with whom the Company may make any such arrangement or agreement. You will at all times need to keep your passport valid and current.

3. Compensation

a. Your Annual Base Salary (Fixed Pay) will be INR 252,000.00 , as explained in Annexure A, payable according to local payroll practices, subject to deduction of the applicable withholding taxes under the Income Tax Act, 1961, the Employee's Provident Funds and Miscellaneous Provisions Act, 1952, and any other amounts under applicable law.

b. Your compensation will be reviewed in the future as per the Company policy, without the Company being under any obligation to do so and any revision to the compensation will be at the Company's sole discretion without the Company being under any obligation to do so.

4. Non-Disclosure

During the period of employment, You might receive Confidential Information pertaining to the Company, which should not be disclosed, divulged or made accessible to any third party or made use of for any unauthorized purpose either during the term of your employment or any time thereafter.

For the purposes of this clause, "Confidential Information" means all any and all technical and non-technical information including patent, copyright, trademark, trade secret, and proprietary information, techniques, sketches, drawings, models, inventions, know-how, business methods, processes, apparatus, equipment, algorithms, software programs, domain names, social media handles, code, software source documents, flowcharts, tools, architectures, databases, menu layouts, routines, formats, data compilers and assemblers, and formulae related to the current, future and proposed products and services of the Company or its subsidiaries, and including, without limitation, respective information concerning research, experimental work, development, design details and specifications, engineering, financial information, procurement requirements, purchasing manufacturing, customer lists, business forecasts, sales and merchandising and marketing plans and information, job histories, job performance and salaries or salary ranges of employees or departments. "Confidential Information" also includes proprietary or confidential information of any third party who may disclose such information to the Company under any obligation of confidentiality in the course of the Company's business.

All the research done and data generated, including that of the client database of the Company is the sole property of the Company. Unauthorized storing, copying, deleting or transmitting (in hard/soft or any other means) of any information will be in breach of contract, is a serious legal offense and strictly prohibited. This will lead to immediate termination without any notice. All losses due to such offenses will have to be fully compensated by You in monetary terms.

You are not allowed to carry any research/official document, work book or any confidential document outside the office premises without written permission of the authorized person, failing which strict disciplinary action will be taken.

You will disclose to the Company, forthwith, any discovery, invention, process or improvement made or discovered by You while in our service, and such discovery, invention, process or improvement shall belong absolutely to and be the sole and absolute property of Company. You shall, at the Company's expense, take out or apply for Letters of Patent, Licenses, or other rights, privileges or protection as may be directed by us in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to the Company,

and You will execute and do all instruments, acts, deeds and things, which may be required by the Company, for assigning, transferring or otherwise vesting the same and all benefits arising in respect thereof in our favour or in favour of such other person or persons, firms, or companies, as we may direct as the sole beneficiary thereof.

In case of any breach or default of this non-disclosure obligation, the Company shall be entitled to seek appropriate legal action against You including without limitation, the right to seek damages and the right to seek injunctive relief.

5. Non-Competition and Non-Solicitation Obligations

Commitments & Dealings: You will not enter into any commitments or dealings on behalf of the Company, for which You have no express authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in You without the previous sanction of the Company, or those in authority over You.

Singularity of Service: You will not carry on any business or enter for any part of your time, in any capacity, the services of, or be employed by, any other firm, company or person during your employment at the Company without the previous written approval of Human Resources as described in the Global Code of Conduct. You will devote your whole time and attention to your duties to promote the interests of the Company.

You should inform management before enrolling yourself for any examination or course of study, and receive written approval from your manager.

You agree that, during the term of employment and for a period of 6 months thereafter, You shall not directly or indirectly engage in, be employed by, manage, operate, render services for, carry on, join, assist, provide technical, commercial or professional advice or services, have an interest or control in any business or person which directly or indirectly competes with the business of the Company (or any of its parent companies, subsidiaries, or affiliates) or participate in (whether as owner, partner, consultant, employee, or otherwise, in any capacity whatsoever) any business which is in competition directly or indirectly with the business of the Company (or any of its parent companies, subsidiaries, or affiliates), except wherein You have obtained the prior written consent from Human Resources.

You agree that, during the term of your engagement with the Company (or any of its parent companies, subsidiaries, or affiliates), and for a period of 12 months thereafter, You shall not directly or indirectly approach, solicit, or endeavor to entice away other employees from the Company (or any of its parent companies, subsidiaries, or affiliates), individually or on behalf of any other person, company, or entity. This includes the invitation of any director, officer or employee (whether permanent or contractual) of Groupon Shared Services (or any of its parent companies, subsidiaries, or affiliates) to join You or any other person, company, or entity as a partner, co-founder, employee, investor for any commercial purpose including for any business which is in competition directly or indirectly with the business of the Company (or any of its parent companies, subsidiaries, or affiliates), or otherwise.

For a period of 12 months after the cessation of your employment with the Company, You will not solicit from the Company (or any of its parent companies, subsidiaries, or affiliates), or perform for, any Client/Customer (as that term is defined below), directly or indirectly, in any jurisdiction where the Company does business, any type of services that You performed while employed by the Company.

You agree that You will not induce or attempt to induce any referral source or other business relation of the Company (or any of its parent companies, subsidiaries, or affiliates) not to do business with the Company (or any of its parent companies, subsidiaries, or affiliates), or to cease doing business with the Company (or any of its parent companies, subsidiaries, or affiliates), or in any way interfere with the relationship between any such referral source or business relation of the Company (or any of its parent companies, subsidiaries, or affiliates).

You also agree that during the term of your engagement with the Company and thereafter, You shall not induce or attempt to induce any Client/Customer (as that term is defined below) of the Company (or any of its parent companies, subsidiaries, or affiliates) to breach their existing contracts/arrangements with the Company (or any of its parent companies, subsidiaries, or affiliates).

For purpose of this document **“Client”** shall mean:

(i) Organizations for which You provided services on behalf of the Company; and/or (ii) Organizations You solicited and which subsequently hired the Company during the two year period immediately prior to your separation from the Company and/or during the period of one year immediately after You left the Company's employment.

You agree that during the term of your engagement with the Company and thereafter, You shall not solicit direct business of the Company for yourself by using any Confidential Information of the Company. You shall also not use any trade secret, service mark, or trade name used by the Company (or any of its parent companies, subsidiaries, or affiliates) or any other name or mark intended or likely to be confused with such a trade mark, service mark or trade name.

Any breach of this Clause 5 shall entitle the Company to seek appropriate legal action against You including without limitation, the right to seek damages and the right to seek injunctive relief.

You acknowledge by way of clarification, for the avoidance of doubt, the remuneration and benefits granted to You by the Company forms adequate consideration for your obligations under this Clause 5.

6. Intellectual Property Rights Ownership

You agree that all ownership of, and all right, title, and interest in, all improvements, developments, discoveries, proprietary information, trademarks, trade names, logos, art work, slogans, writings, works of authorship, literary or artistic work, technology, discoveries, ideas, know-how, processes, methods, trade secrets, source code, application development, designs, drawings, plans, business plans or models, blue prints (whether or not registrable and whether or not design rights subsist in them), utility models, works in which copyright may subsist (including computer software and preparatory and design materials thereof), inventions (whether patentable or not, and whether or not patent protection has been applied for or granted) and all other intellectual property throughout the world, in and for all languages, including but not limited to computer and human languages developed or created, prepared, produced, authored, edited, amended, conceived or reduced to practice from time to time by You for the Company and/or relating in any way to the business or contemplated business, research or development of the Company (regardless of when or where the work product is prepared or whose equipment or other resources is used in preparing the same) or its affiliates, whether before or after commencement of employment with the Company and all printed, physical and electronic copies, all improvements, rights and claims related to the foregoing, and other tangible embodiments thereof (collectively, Work Product), as well as any and all rights in and to copyrights, trade secrets, trademarks (and related goodwill), patents and other intellectual property rights therein arising in any jurisdiction throughout the world and all related rights of priority under international conventions with respect thereto, including all pending and future applications and registrations therefor, and continuations, divisions, continuations-in-part, reissues, extensions and renewals thereof (collectively, Intellectual Property) shall vest in and be the sole and exclusive property of the Company.

You also agree to execute any additional documents, subsequent to your employment with the Company, as may be necessary for the Company to perfect its title in the Intellectual Property.

7. Assignment

a. You acknowledge that, by reason of being employed by the Company at the relevant time, to the extent permitted by law, all of the Work Product referred to in Clause 6 of this Agreement (and all Intellectual Property in relation thereto) consisting of copyrightable subject matter is "work made for hire", and such copyrights are therefore owned by the Company. To the extent that foregoing does not apply, You hereby irrevocably assign to the Company, for no additional consideration and free from all encumbrances, your entire right, title and interest in and to all Work Product (and all Intellectual Property in relation thereto), including the right to sue, counterclaim and recover for all past, present and future infringement, misappropriation or dilution thereof, and all rights corresponding thereto throughout the world and in perpetuity. Nothing contained in this Agreement shall be construed to reduce or limit the Company's rights, title or interest in any Work Product (and all Intellectual Property in relation thereto) so as to be less in any respect than that the Company would have had in the absence of this Agreement.

b. If, and to the extent that, as a matter of law, ownership, title, or any rights or interest in or to any of the Work Product referred to in clause

7a. above (and all Intellectual Property in relation thereto) cannot be or are not capable of being assigned, You irrevocably agree to grant, and hereby grant, to the Company an unlimited, exclusive, irrevocable, worldwide, perpetual, royalty-free license to use, exploit and commercialize in any manner now known or in the future discovered or invented and for whatever purpose, any rights to the Work Product referred to in clause 7a. of this Agreement (and all Intellectual Property in relation thereto) that cannot be, or are not capable of being, assigned, including the right to create sub-license.

8. Data Protection

You consent to the Company holding and processing, both electronically and manually, the data it collects in relation to You, in the course of your employment, including your personal and sensitive personal data, for the purpose of the Company's administration and management of its employees, its business and for compliance with applicable procedures, laws and regulations. You also consent to the transfer, storage and processing by the Company of such data outside India, where the Company may have its offices, and to the sharing of such data with prospective buyers, acquirers and partners of the Company's business.

9. Confidentiality of Salary information

Your salary package is based on, besides your overall experience level in the industry, your educational qualifications and the experience and knowledge level assessed at the time of selection, particularly in the skill sets relevant. Therefore, the salary package offered to You is peculiar and personal to You. Any comparison of the same with the salary packages of other employees, based purely on the total experience level in the industry, may be unrealistic, misleading and invidious.

You are required to strictly maintain the secrecy of and ensure that You don't divulge or communicate in any manner, any information regarding your remuneration/terms of employment, to any other employee of the Company, except Directors/Heads of HR department of the Company.

In a similar way, when deputed to work / interact at the client site, You are expected not to discuss or disclose the same to any member of the client staff, in the interest of maintaining and promoting good and ethical functional business relations with our clients.

10. Severability

This Agreement supersedes any prior or subsisting agreement, correspondence or arrangement, including but not limited to any service agreement or contract of employment (oral or otherwise), made between the Company and You in relation to your employment and any such agreement(s) shall be deemed to have been terminated by mutual consent with effect from the Effective Date.

In the event any provision of this Agreement is proved to be wholly or partly invalid or unenforceable, such event shall not affect the validity or enforceability of the remaining provisions of this Agreement. In such event the Company shall replace such invalid or unenforceable provision by a new provision approximating the ineffective provision as closely as possible.

11. Termination of Employment

a. Notice of termination: Each party agrees to provide the other party with 1 month days prior written notice for termination of employment or payment of 1 month days salary in lieu of notice of termination. Notwithstanding the above, in the event that You desire to terminate your employment with the Company, the Company shall have the sole discretion to relieve You only after the completion of a Company assignment (as determined in the Company's sole discretion). Provided, however, that the Company may terminate your employment at any time without notice or payment in lieu of notice if such termination arises as the result of your misconduct, negligence and/or breach of any express or implied term of your employment including, but not limited to, the Employment Handbook, the Global Code of Conduct, and/or the Company's global policies. Notwithstanding other provisions of this Agreement, the procedures for termination of employment and any associated payment settlement will be subject to management's sole discretion.

In the event of termination, the Company shall not be obliged to make any payment to You save for, the amount of salary and benefits and any remuneration (and payment in lieu of any unavailed leave, if applicable) actually accrued (on a pro rata basis) up to and including the date of such termination. The Company shall be entitled to deduct from such payment, any sums owing to the Company from You, which deduction You expressly hereby consent and authorize. Termination of the Agreement (for breach of terms of employment) would be without

prejudice to (a) The Company's right to claim the actual damages it has suffered through the breach by You of any terms and conditions hereto; and (b) Any other relief to which the Company may be entitled under contract, law or equity.

In the event that You are incapacitated by ill health, accident or any other cause from performing your duties under this Agreement for a period of 60 working days or more (whether consecutive or not) in any continuous period of 12 months, the Company may terminate this Agreement by giving You 1 month days written notice (whether or not You remain incapacitated and unable to perform your duties under this Agreement), provided that You shall receive all benefits lawfully due to You under this Agreement calculated up to the date of termination of employment.

Upon the termination or cessation of your employment with the Company for any cause whatsoever, You shall immediately deliver up to the Company or its authorized representative, any property or documents of the Company which may be in your possession, custody or under your control, including, without limitation, mobile phone, laptop, memoranda, correspondence, notes, records, reports, sketches, plans, letter heads, visiting cards or other documents and any copies or reproductions thereof in any medium whatsoever, and all other Confidential Information, whether or not the property was originally supplied to You by the Company. If so requested, You shall provide to the Company a signed statement confirming that You have fully complied with this Clause and that no copies or reproductions of any documents (as described above) remain with You.

Upon termination or cessation of your employment with the Company, any post-employment obligations as described in this Agreement (including, but not limited to, your obligations under Clauses 4 and 5) and the Company’s rights as described in this Agreement (including, but not limited to, the Company’s rights as described under Clauses 5 and 10) shall survive the termination of this Agreement.

Without prejudice to any other right available under law, the Company reserves the right to make reasonable deductions from your full and final salary payment or any other amount due to You, in the event You fail to return all the property of the Company which is in your possession, or return it in a damaged state, other than due to normal wear and tear.

12. Dispute Resolution

This Agreement shall be construed and the legal relations between the parties shall be determined in accordance with the laws of India without regard to the conflict of law provisions thereof, as if this Agreement were executed in and fully performed within India. The Courts of India shall have jurisdiction over all matters arising out of or relating to this Agreement.

13. Indemnity

At all times during the course of your employment (and even after the termination of this Agreement with respect to the terms contained herein), You agree to indemnify and keep indemnified the Company, as the case may be, against all losses, damages, claims, interests, costs, expenses, liabilities, proceedings and demands which the Company may suffer or incur or which may be made against the Company as a result of your acts or omissions during the course of employment.

14. Miscellaneous

a. This Agreement is the complete and entire agreement between You and the Company with respect to the matters treated herein and supersedes any and all previous negotiations, agreements, commitments, writings, and understandings, written or oral.

b. This Agreement may not be waived, modified, superseded or amended except by a duly signed instrument in writing by both Parties.

c. This Agreement has been executed in two (2) counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Agreement.

Raj Tilak Bharali, we are pleased that You are interested in Groupon Shared Services and we look forward to working with You. We believe that You will find Groupon Shared Services an exciting and fulfilling place to work.

Groupon Shared Services Private Limited (SEZ)
Gopalan - Global Axis, SEZ, Block – ABC (G) 3rd Floor,
Plot No. 152, EPIP Zone, Industrial area, Opposite to Satya Saibaba Hospital,
K.R Puram Hobli, Hoodi Village, Bangalore East Taluk, Whitefield,
Bengaluru 560066

Please note that this Agreement and your employment offer set forth herein is contingent upon the successful completion of a background check. Upon signing this letter, You will receive an e-mail with instructions on how to initiate your background check process. Please note, if the results of the background check do not meet the standards or You do not initiate the background check process within 10 days of the Effective Date, this letter of offer and your employment with Groupon Shared Services may be terminated. It's understood that the data furnished to carry out this process will be kept confidential and Groupon Shared Services name will not be disclosed until the process gets completed.

This Agreement will remain valid until it is terminated in accordance with the provisions of this Agreement. If this Agreement is not signed and returned to Groupon Shared Services by October 05, 2019 this Agreement will be considered null and void.



Groupon Shared Services Pvt. Ltd.
Authorized Signatory
Rajeev Menon
Head of HR, India

Agreed and Executed

Accepted By: {{_es_:signer:signature}}
Raj Tilak Bharali
{{Dte_es_:signer1:date:format(date, "mmmm dd, yyyy")}}

Groupon Shared Services Private Limited (SEZ)
Gopalan - Global Axis, SEZ, Block – ABC (G) 3rd Floor,
Plot No. 152, EPIP Zone, Industrial area, Opposite to Satya Saibaba Hospital,
K.R Puram Hobli, Hoodi Village, Bangalore East Taluk, Whitefield,
Bengaluru 560066

Annexure A

Name: Raj Tilak Bharali

Salary Breakup	IN INR (PER ANNUM)
Total Compensation	252,000
Base Salary (Fixed Pay)	252,000
Base Salary Components	
Annual Basic Salary	126,000
Employer PF Contribution	15,120
Statutory Bonus	7,000
Special Allowance	103,880
Other Benefits	
Group Medical Insurance	500,000
Group Personal Accident Insurance	1,000,000
Term Life Insurance	4 times Annual Base Salary
Annual Leave Entitlement	Earned Leave - 30 days
Gratuity	**As per Gratuity Act, 1972

Note 1 – A portion of your Special Allowance can be opted under the Flexible Benefit Plan (FBP). All the components of FBP will be reimbursed only on submission of original bills.

Cc: Gopalakrishna Kuppuswamy <Gopalakrishna.Kuppuswamy@hitachiconsulting.com>

Dear John,

Thank you for your participation in the Hitachi Consulting Campus Hiring drive.

Following with our campus placement drive held on 21st August, we are pleased to inform that below student is selected for employment at Hitachi Consulting as a **Consultant.**

Salary offered will be **4.5L** per annum with **1L** as sign in bonus. Their joining will be subject to their acquiring 70% marks in graduation / post-graduation. Our offer letter along with joining date and location will be sent during May 2019.

Please treat this email as confirmation of the selection at Hitachi Consulting.

Sr.No	Name	Email	College/Institute	Name of test center/City/State	Mobile
1	RACHAKONDA SAI VAISHNAVI	rachakonda.sv@gmail.com	Sathyabama	Sathyabama institute of science and technology,chennai,tamil nadu.	9847028201

Best Regards

Sandhya

[Quoted text hidden]
[Quoted text hidden]

John Bruce <johnbruce@sathyabama.ac.in> Sat, Aug 25, 2018 at 5:45 PM
To: Sandhya Anappindi <Sandhya.anappindi@hitachiconsulting.com>
Cc: Gopalakrishna Kuppuswamy <Gopalakrishna.Kuppuswamy@hitachiconsulting.com>

Dear Madam,
Thank you very much for sharing the result and all the support extended during this entire recruitment process.

Looking Forward for your continued support.

Regards
John Bruce
Dean - Placements & Corporate Affairs
Sathyabama Institute of Science & Technology
Mob:98402-BRUCE **&** 94444-46016
LandLine:044-2450 3810
Email: johnbruce@sathyabama.ac.in & placement@sathyabama.ac.in

***Ranked 37th under Engineering in National Level - NIRF, MHRD** *** 4 Stars rated for Excellence - QS** *** University of the Year'2017 - FICCI**
[Quoted text hidden]

HOCHTIEF

INDIA

HOCHTIEF (INDIA) PRIVATE LIMITED
4th Floor, 'Polyhose Tower',
(Formerly SPIC Annex)
No. 86/ Old No. 98,
Mount Road, Guindy
Chennai - 600 032
INDIA

Tel.: +91 44 4900 4800
Fax: +91 44 4900 4899

Kumar

HTM/MGMT/19/0414
03/07/2019

Mr. Maniraj M
10/14, Anjugam St,
Arumbakkam,
Chennai - 600106

Dear Maniraj,,

Sub: INTERNSHIP

We hereby offer internship for 3 months effective from June 28, 2019. During the period of your intenship you will be paid a consolidated stipend of Rs.10,000/-Per Month (Rupees Ten thousand only).

Your reporting office will be at New No.86, Polyhose Towers, 4th Floor, Guindy, Mount Road, Chennai 600 032.

You will be governed by all other rules and regulations of the organisation in force or formulated from time to time.

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

Yours sincerely
HOCHTIEF (INDIA) PRIVATE LIMITED

(GOPAN PILLAI) (KUMAR SANKARANARAYANAN)

Read and Accepted

M. Maniraj 04/07/19.

(Signature with Date)

Sathyabama Institute of Science & Technology WEBMAIL

John Bruce <johnbruce@sathyabama.ac.in>

Congratulations || Drive for HSBC Technologies Pvt Ltd via CoCubes || Chennai || 2019 Batch || Offered Candidates || Sathyabama Institute of Science and Technology

2 messages

Hasan Fuaad <hasan.fuaad@cocubes.com> Tue, Jan 22, 2019 at 4:43 PM
To: John Bruce <johnbruce@sathyabama.ac.in>
Cc: SIST-Placement <placement@sathyabama.ac.in>, Sathish Kumar <sathish.kumar@cocubes.com>, Giridhar Mohan <giridhar.mohan@cocubes.com>

Dear John Bruce Sir,

Greetings from CoCubes!

CTC: INR 7 LPA

Joining Location : Hyderabad/Pune

Congratulations!! Please find below the offered candidates by **HSBC Global Technologies Pvt Ltd**. The student was shortlisted based on the **CoCubes Online Assessment** and the final interview process took place in a pool campus drive conducted through **CoCubes** at Velammal Engineering College for these students on the **5th of January 2019**. ***Kindly ensure that all the below students make use of the opportunity and accept the offer.***

Name	Aces / Striker	College	Branch, Degree	Batch
Sareddi Vijaya Lakshmi	Striker	Sathyabama Institute of Science and Technology	Computer Science & Engineering	2019
Jasima.S.H	Striker	Sathyabama Institute of Science and Technology	Computer Science & Engineering	2019
Seemakurty Anuhya	Striker	Sathyabama Institute of Science and Technology	Computer Science & Engineering	2019

**Joining Location would be Pune or Hyderabad.*

Please note that we would be communicating to the candidate about her final status separately on the mail with all the details about her joining formality.

Thank you for your patience and support during the entire process. Looking forward to adding more value to your esteemed institute by venturing into a partnership between CoCubes and Sathyabama Institute of Science and Technology in the upcoming academic year.

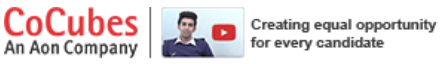
Regards,

Hasan Fuaad Sadaq

Manager - Institutions (TN)

CoCubes.com

+91 9444866286



John Bruce <johnbruce@sathyabama.ac.in> Tue, Jan 22, 2019 at 5:12 PM
To: Hasan Fuaad <hasan.fuaad@cocubes.com>
Cc: SIST-Placement <placement@sathyabama.ac.in>, Sathish Kumar <sathish.kumar@cocubes.com>, Giridhar Mohan <giridhar.mohan@cocubes.com>

2018/8/30
ver.1.1

採用通知書・労働条件通知書
Letter of Employment and Working Conditions

ヒューマンリソシア株式会社
Human Resocia Co., Ltd.
〒160-0023　東京都新宿区西新宿7-5-25 西新宿プライムスクエア1F
Nishi-Shinjuku Prime Square. 1F, 7-5-25 Nishi-shinjuku, Shinjuku-ku
Tokyo 160-0023 JAPAN

To **Mr. GANGARAPU KOUSTHUB**

この度は、弊社の技術社員の求人に応募いただきありがとうございました。
慎重かつ厳正な選考の結果、貴殿を採用することを決定しましたのでお知らせいたします。
以下の労働条件を確認の上、承諾する場合は署名をお願いいたします。
ただし、署名をしたとしても、以下のいずれかに該当したときは貴殿との雇用契約は成立しないものとします。

1. 在留資格証明書の発行を受けられなかった場合
2. ＶＩＳＡ（査証）の発行を受けられなかった場合
3. ＰＯＬＯ、ＰＯＥＡの承認を得られなかった場合
   （貴殿がフィリピン国の市民権を得ていて、かつ承認が必要な場合に限ります）

Thank you very much for submitting a job for our technical staff at this time.
Careful and strict selection results, we have decided to adopt you.
Please check the following working conditions and sign it if you accept.
However, the Company suspends the employment for you at the following cases after this offer is received and signed by you.

1. In case of appropriate COE (Certificate of Eligibility) is not issued by Immigration bureau of inistry Of Justice.
2. In case of VISA is not issued by Japan embassy (or representative office) in your country.
3. In case of not approved by POLO, POEA for oversea employment.
   (If you are Filipino citizenship and the approval is required only)

*本通知書において日本語と英語に相違がある場合は日本語が優先する。
*In case of any difference between Japanese and English in this notice, the Japanese shall prevail.

会社代表者（サイン）　Company Representative (Sign)

Naoki Irie
Vice-President

上記労働条件を了承し貴社への入社を受諾します。
I acknowledge receipt of this Letter of Employment and confirm my acceptance to Terms.

[署名 Signature]

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労働条件 Working Conditions

雇用期間 Term of employment	期間の定めなし Permanent
職務内容 Duties	技術職 Engineer
就業場所 Location	当社営業所または配属先 Human Resocia Co., Ltd. office and/or the location of the dispatched compnay (On Site)
入社予定日 Expected Joining Date	2019年9月1日　01-Sep-19
始業・就業時刻 Working hours	午前9:00～午後6:00まで　（うち休憩時間60分） From 9:00 am to 6:00 pm (including 60 minutes for break time)
休日及び勤務日 Days off and on	当社カレンダーによる Decided according to the company annual working calender
時間外労働等 Over Time	1．時間外労働:有　Presence of over time 2．休日労働:有　Presence of holiday work
休暇 Leave	1．年次有給休暇　Annual paid leave 就業規則による　Details are stipulated in the Rules of Employment 2．その他の休暇　Other leave 就業規則による　Details are stipulated in the Rules of Employment
賃金 Wages	1．給与形態　Compensation　年俸制　Annual wage system 年俸額 Annual pay　2,640,000 円/JPY 月額 Monthly pay　220,000 円/JPY 手取額（概算） Net salary (Rough estimate)　184,200 円/JPY *手取金額は下記5の①～④を控除した金額 *The amount of money deducted from ① to ④ in 5 below 2．諸手当　Monthly Allowance 通勤手当　Commutation allowance for One-month pass ※実費支給（上限30,000円／月）　*Actual cost payment (Upper limit of 30,000 yen) 住宅手当　Housing allowance ※最大25,000円／月　*Upper limit of 25,000 yen 3．時間外労働に対する割増率　Additional pay rate for overtime, holiday work or night work イ．時間外 Overtime work　法定超 Legal overtime　[25%] ロ．休日 Holiday work　法定休日 Legal holiday work　[35%] 法定外休日 Non-legal holiday work　[25%] ハ．深夜 Night work　深夜手当 Night work allowance　[25%] ニ．深夜 Night work　[50%] 4．賃金締切日、支払日及び支払方法　Closing day of pay roll, pay day and payment method 毎月末日締切　Closing is month-end day 翌月15日銀行振込　Payment is done on the 15th of the following month by bank transfer

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賃金 Wages	5．賃金支払時に控除する項目　Items to be deducted when paying wages *各項目は収入により変動　*Each item fluctuates according to income ① 健康保険　Health insurance　10,670 円/JPY ② 厚生年金　Welfare pension　20,130 円/JPY ③ 雇用保険　Employment insurance fee　660 円/JPY ④ 所得税　Income tax　4,340 円/JPY 住民税　Inhabitant tax　0 円/JPY ※住民税は前年度の収入により変動 *Inhabitant tax will fluctuate according to the income of the previous year 寮費(入寮時)　45,000 円/JPY portion of company housing expenses （例）家賃70,000円の場合 (An example) When the rent is 70,000 yen *寮費は会社が住居を手配した場合のみ *The dorm fee is only when the company arranges the residence *住居費用から25,000円を控除した金額 *Amount deducting 25,000 yen from residential expenses 6．給与の見直し時期　Revision of salary 入社して一年後　A year after joining the company 7．退職金　Retirement allowance 3年以上勤務時に規定により支給 Eligible after the completion of 3 years work. Details are stipulated in the Rules of Employment
試用期間 Probation period	3ヶ月　Three month
退職に関する事項 Items oncerning retirement	1．定年制　Retirement age system 60歳　60 years old 2．自己都合退職の手続　Procedure for retirement for personal reasons 退職する30日以上前に届け出ること Notification should be made no less than 30 days before retirement 3．解雇の事由及び手続き　Reasons and procedure for the dismissal 詳細は、就業規則による　Details are stipulated in the Rules of Employment

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福利厚生 Employee Benefits	福利厚生として、以下のものが含まれます。 The Company offers a comprehensive employee benefits program, including ●在留資格証明書の申請費用の支給 Expense for COE(Certificate Of Eligibility) application ●日本までの航空運賃の支給 Flight fare from your origin to Japan ●宿泊施設の初期費用、手配費用の支給 Initial cost for accommodation arrangement and accompanying expense with the arrangement, ●25,000円を上限とした住居費の支給 Monthly partial support for accommodation up to JPY 25,000. ●通勤交通費の支給 Commuting fare from your resident to office (or working place) ●1年目の有給休暇10日間を付与（入社から6ヶ月後に付与） Paid leave 10 days - 1st year; 6 months after you join the Company. ●定期健康診断の実施（年に1回） Medical inspection - once per year.
その他 Others	1．時間外労働は法定労働時間を超えた部分につき13時間/日・45 時間/月・360時間/年（特別な事情に限り80時間/月・750時間/年、年6回迄）を上限とする。 Overtime is 13 hours per part that exceeds the legal working hours / day, 45 hours / month, 360 hours / year (Up to 80 hours / month, 750 hours / year years and six times as long as in special circumstances) and the upper limit. 2．具体的な就業場所、始業・終業時刻、休日及び勤務日については、 外勤先勤務中においては外勤先の定めに準じる。 In a condition of working outside by duty, employees have to work in order to the working place of specific work location, starting-ending time, for the holidays and working days. 3．会社の業務の必要に応じて、全国エリアの転勤がありうる。 Upon business necessity, there may be relocation in the whole country. 4．技術職については、会社の業務上必要に応じて技術職以外の部署への 配置・異動することもある。 Upon business necessity, there would be transfer to different department or position. 5．外勤先変更時に手当ての変更をすることがある。 There are posiiblities when work at new client, on-site-allowance may change. 6．通勤時、就業時の車両使用は原則禁止とする。 Driving a car is not allowed along with the company policy either on commutation or on work. 7．技術社員が入社及び就業先の変更の際に発生する引越し費用は会社が 負担する。[詳細は、就業規則による] The company will pay the moving expenses that the engineers employees joining or change the work location. [Details are stipulated in the Rules of Employment] 8．会社の定めるプライバシーポリシーを遵守しなければならない。 You are required to observe and uphold all of the Company's privacy policies and procedures as implemented or varied from time to time. 9．就業開始日は、COE（Certificate of Eligibility）申請や社内手続等で問題がなかった場合を前提とする。 したがって、問題が発生した場合は就業開始日を変更することがある。 また、双方の合意により就業開始日を変更することもできる。 The start date in this letter will be expected date with no concern application or no issue through COE(Certificate Of Eligibility) internal employment procedure in the Company and etc. Therefore, the start date may be re-scheduled under the condition in case of occurrence of concern or issue. Also the start date is available to be scheduled by mutual agreement. 10．貴殿との雇用関係に関する事項については、日本法に準拠する。 All matters concerning the employment for you will be made in accordance with the domestic laws of Japan. 11．最終的な入社日は2019年5月末までに決定する。 Final expected Joining Date will be decided by the end of May 2019. 12．採用条件として2019年5月末までに下記の2項目を満たしていなければならない。 満たしていない場合、本採用通知書・労働条件通知書を破棄することができる。 The prospective employee has to meet the following two requirements as a hiring conditions by the end of May, 2019 The company can cancel this Notice of Employment and Working Conditions if the prospective employee is unable to meet the requirements. 1）JLPTN4取得もしくは同等の水準にあること。 Passed JLPT N4 or equivalent level. 2）最終学年の授業を滞りなく履修すること。 Took classes in Final year without fail.

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2018/8/30
ver.2.1

採用通知書・労働条件通知書
Letter of Employment and Working Conditions

ヒューマンリソシア株式会社
Human Resocia Co., Ltd.
〒160-0023　東京都新宿区西新宿7-5-25 西新宿プライムスクエア1F
Nishi-Shinjuku Prime Square. 1F, 7-5-25 Nishi-shinjuku, Shinjuku-ku
Tokyo 160-0023 JAPAN

To **Mr. GARAKAPATI NIKHIL**

この度は、弊社の技術社員の求人に応募いただきありがとうございました。
慎重かつ厳正な選考の結果、貴殿を採用することを決定しましたのでお知らせいたします。
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2. ＶＩＳＡ（査証）の発行を受けられなかった場合
3. ＰＯＬＯ、ＰＯＥＡの承認を得られなかった場合
   （貴殿がフィリピン国の市民権を得ていて、かつ承認が必要な場合に限ります）

Thank you very much for submitting a job for our technical staff at this time.
Careful and strict selection results, we have decided to adopt you.
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*In case of any difference between Japanese and English in this notice, the Japanese shall prevail.

会社代表者（サイン）　Company Representative (Sign)

Naoki Irie
Vice-President

上記労働条件を了承し貴社への入社を受諾します。
I acknowledge receipt of this Letter of Employment and confirm my acceptance to Terms.

[署名　Signature]　6/09/18

労働条件　Working Conditions

雇用期間 Term of employment	期間の定めなし Permanent
職務内容 Duties	技術職 Engineer
就業場所 Location	当社営業所または配属先 Human Resocia Co., Ltd. office and/or the location of the dispatched compnay (On Site)
入社予定日 Expected Joining Date	2019年9月1日　　01-Sep-19
始業・就業時刻 Working hours	午前9:00～午後6:00まで　（うち休憩時間60分） From 9:00 am to 6:00 pm (including 60 minutes for break time)
休日及び勤務日 Days off and on	当社カレンダーによる Decided according to the company annual working calender
時間外労働等 Over Time	１．時間外労働:有　Presence of over time ２．休日労働:有　Presence of holiday work
休暇 Leave	１．年次有給休暇　Annual paid leave 就業規則による　Details are stipulated in the Rules of Employment ２．その他の休暇　Other leave 就業規則による　Details are stipulated in the Rules of Employment
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賃金 Wages	5．賃金支払時に控除する項目　Items to be deducted when paying wages *各項目は収入により変動　*Each item fluctuates according to income ① 健康保険　Health insurance　10,670 円/JPY ② 厚生年金　Welfare pension　20,130 円/JPY ③ 雇用保険　Employment insurance fee　660 円/JPY ④ 所得税　Income tax　4,340 円/JPY 住民税　Inhabitant tax　0 円/JPY ※住民税は前年度の収入により変動 *Inhabitant tax will fluctuate according to the income of the previous year 寮費(入寮時)　45,000 円/JPY portion of company housing expenses （例）家賃70,000円の場合 （An example）When the rent is 70,000 yen *寮費は会社が住居を手配した場合のみ *The dorm fee is only when the company arranges the residence *住居費用から25,000円を控除した金額 *Amount deducting 25,000 yen from residential expenses 6．給与の見直し時期　Revision of salary 入社して一年後　A year after joining the company 7．退職金　Retirement allowance 3年以上勤務時に規定により支給 Eligible after the completion of 3 years work. Details are stipulated in the Rules of Employment
試用期間 Probation period	3ヶ月　Three month
退職に関する事項 Items oncerning retirement	1．定年制　Retirement age system 60歳　60 years old 2．自己都合退職の手続　Procedure for retirement for personal reasons 退職する30日以上前に届け出ること Notification should be made no less than 30 days before retirement 3．解雇の事由及び手続き　Reasons and procedure for the dismissal 詳細は、就業規則による　Details are stipulated in the Rules of Employment

福利厚生 Employee Benefits	福利厚生として、以下のものが含まれます。 The Company offers a comprehensive employee benefits program, including ●在留資格証明書の申請費用の支給 Expense for COE(Certificate Of Eligibility) application ●日本までの航空運賃の支給 Flight fare from your origin to Japan ●宿泊施設の初期費用、手配費用の支給 Initial cost for accommodation arrangement and accompanying expense with the arrangement, ●25,000円を上限とした住居費の支給 Monthly partial support for accommodation up to JPY 25,000. ●通勤交通費の支給 Commuting fare from your resident to office (or working place) ●1年目の有給休暇10日間を付与（入社から6ヶ月後に付与） Paid leave 10 days - 1st year; 6 months after you join the Company. ●定期健康診断の実施（年に1回） Medical inspection - once per year.
その他 Others	１．時間外労働は法定労働時間を超えた部分につき13時間/日・45 時間/月・360時間/年（特別な事情に限り80時間/月・750時間/年、年6回迄）を上限とする。 Overtime is 13 hours per part that exceeds the legal working hours / day, 45 hours / month, 360 hours / year (Up to 80 hours / month, 750 hours / year years and six times as long as in special circumstances) and the upper limit. ２．具体的な就業場所、始業・終業時刻、休日及び勤務日については、　外勤先勤務中においては外勤先の定めに準じる。 In a condition of working outside by duty, employees have to work in order to the working place of specific work location, starting-ending time, for the holidays and working days. ３．会社の業務の必要に応じて、全国エリアの転勤がありうる。 Upon business necessity, there may be relocation in the whole country. ４．技術職については、会社の業務上必要に応じて技術職以外の部署への　配置・異動することもある。 Upon business necessity, there would be transfer to different department or position. ５．外勤先変更時に手当ての変更をすることがある。 There are posiiblities when work at new client, on-site-allowance may change. ６．通勤時、就業時の車両使用は原則禁止とする。 Driving a car is not allowed along with the company policy either on commutation or on work. ７．技術社員が入社及び就業先の変更の際に発生する引越し費用は会社が　負担する。[詳細は、就業規則による] The company will pay the moving expenses that the engineers employees joining or change the work location. [Details are stipulated in the Rules of Employment] ８．会社の定めるプライバシーポリシーを遵守しなければならない。 You are required to observe and uphold all of the Company’s privacy policies and procedures as implemented or varied from time to time. ９．就業開始日は、COE（Certificate of Eligibility）申請や社内手続等で問題がなかった場合を前提とする。 したがって、問題が発生した場合は就業開始日を変更することがある。 また、双方の合意により就業開始日を変更することもできる。 The start date in this letter will be expected date with no concern application or no issue through COE(Certificate Of Eligibility) internal employment procedure in the Company and etc. Therefore, the start date may be re-scheduled under the condition in case of occurrence of concern or issue. Also the start date is available to be scheduled by mutual agreement. １０．貴殿との雇用関係に関する事項については、日本法に準拠する。 All matters concerning the employment for you will be made in accordance with the domestic laws of Japan. １１．最終的な入社日は2019年5月末までに決定する。 Final expected Joining Date will be decided by the end of May 2019. １２．採用条件として2019年5月末までに下記の2項目を満たしていなければならない。 満たしていない場合、本採用通知書・労働条件通知書を破棄することができる。 The prospective employee has to meet the following two requirements as a hiring conditions by the end of May, 2019 The company can cancel this Notice of Employment and Working Conditions if the prospective employee is unable to meet the requirements. 1）JLPTN4取得もしくは同等の水準にあること。 Passed JLPT N4 or equivalent level. 2）最終学年の授業を滞りなく履修すること。 Took classes in Final year without fail.

2018/8/30
ver.2.1

採用通知書・労働条件通知書
Letter of Employment and Working Conditions

ヒューマンリソシア株式会社
Human Resocia Co., Ltd.
〒160-0023　東京都新宿区西新宿7-5-25 西新宿プライムスクエア1F
Nishi-Shinjuku Prime Square. 1F, 7-5-25 Nishi-shinjuku, Shinjuku-ku
Tokyo 160-0023 JAPAN

To Mr. KSHITIJ KUMAR SINGH

この度は、弊社の技術社員の求人に応募いただきありがとうございました。
慎重かつ厳正な選考の結果、貴殿を採用することを決定しましたのでお知らせいたします。
以下の労働条件を確認の上、承諾する場合は署名をお願いいたします。
ただし、署名をしたとしても、以下のいずれかに該当したときは貴殿との雇用契約は成立しないものとします。

1. 在留資格証明書の発行を受けられなかった場合
2. ＶＩＳＡ（査証）の発行を受けられなかった場合
3. ＰＯＬＯ、ＰＯＥＡの承認を得られなかった場合
   （貴殿がフィリピン国の市民権を得ていて、かつ承認が必要な場合に限ります）

Thank you very much for submitting a job for our technical staff at this time.
Careful and strict selection results, we have decided to adopt you.
Please check the following working conditions and sign it if you accept.
However, the Company suspends the employment for you at the following cases after this offer is received and signed by you.

1. In case of appropriate COE (Certificate of Eligibility) is not issued by Immigration bureau of inistry Of Justice.
2. In case of VISA is not issued by Japan embassy (or representative office) in your country.
3. In case of not approved by POLO, POEA for oversea employment.
   (If you are Filipino citizenship and the approval is required only)

*本通知書において日本語と英語に相違がある場合は日本語が優先する。
*In case of any difference between Japanese and English in this notice, the Japanese shall prevail.

会社代表者（サイン）　Company Representative (Sign)

Naoki Irie
Vice-President

上記労働条件を了承し貴社への入社を受諾します。
I acknowledge receipt of this Letter of Employment and confirm my acceptance to Terms.

[署名　Signature]　Kshitij 5/9/18

労働条件　Working Conditions

雇用期間 Term of employment	期間の定めなし Permanent
職務内容 Duties	技術職 Engineer
就業場所 Location	当社営業所または配属先 Human Resocia Co., Ltd. office and/or the location of the dispatched compnay (On Site)
入社予定日 Expected Joining Date	2019年9月1日　　01-Sep-19
始業・就業時刻 Working hours	午前9:00～午後6:00まで　（うち休憩時間60分） From 9:00 am to 6:00 pm (including 60 minutes for break time)
休日及び勤務日 Days off and on	当社カレンダーによる Decided according to the company annual working calender
時間外労働等 Over Time	１．時間外労働:有　Presence of over time ２．休日労働:有　Presence of holiday work
休暇 Leave	１．年次有給休暇　Annual paid leave 就業規則による　Details are stipulated in the Rules of Employment ２．その他の休暇　Other leave 就業規則による　Details are stipulated in the Rules of Employment
賃金 Wages	１．給与形態　Compensation　　年俸制　Annual wage system 年俸額 Annual pay　2,640,000 円/JPY 月額 Monthly pay　220,000 円/JPY 手取額（概算） Net salary（Rough estimate）　184,200 円/JPY *手取金額は下記5の①～④を控除した金額 *The amount of money deducted from ① to ④ in 5 below ２．諸手当　Monthly Allowance 通勤手当　Commutation allowance for One-month pass ※実費支給（上限30,000円／月）　*Actual cost payment（Upper limit of 30,000 yen） 住宅手当　Housing allowance ※最大25,000円／月　*Upper limit of 25,000 yen ３．時間外労働に対する割増率　Additional pay rate for overtime, holiday work or night work イ. 時間外　Overtime work　法定超　Legal overtime　[25%] ロ. 休日　Holiday work　法定休日　Legal holiday work　[35%] 法定外休日　Non-legal holiday work　[25%] ハ. 深夜　Night work　深夜手当　Night work allowance　[25%] ニ. 深夜　Night work　[50%] ４．賃金締切日、支払日及び支払方法　Closing day of pay roll, pay day and payment method 毎月末日締切　Closing is month-end day 翌月15日銀行振込　Payment is done on the 15th of the following month by bank transfer

賃金 Wages	5．賃金支払時に控除する項目　Items to be deducted when paying wages *各項目は収入により変動　*Each item fluctuates according to income ① 健康保険　Health insurance　10,670 円/JPY ② 厚生年金　Welfare pension　20,130 円/JPY ③ 雇用保険　Employment insurance fee　660 円/JPY ④ 所得税　Income tax　4,340 円/JPY 住民税　Inhabitant tax　0 円/JPY ※住民税は前年度の収入により変動 *Inhabitant tax will fluctuate according to the income of the previous year 寮費(入寮時)　45,000 円/JPY portion of company housing expenses （例）家賃70,000円の場合 （An example）When the rent is 70,000 yen *寮費は会社が住居を手配した場合のみ *The dorm fee is only when the company arranges the residence *住居費用から25,000円を控除した金額 *Amount deducting 25,000 yen from residential expenses 6．給与の見直し時期　Revision of salary 入社して一年後　A year after joining the company 7．退職金　Retirement allowance 3年以上勤務時に規定により支給 Eligible after the completion of 3 years work. Details are stipulated in the Rules of Employment
試用期間 Probation period	3ヶ月　Three month
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2018/8/30
ver.2.1

採用通知書・労働条件通知書
Letter of Employment and Working Conditions

ヒューマンリソシア株式会社
Human Resocia Co., Ltd.
〒160-0023　東京都新宿区西新宿7-5-25 西新宿プライムスクエア1F
Nishi-Shinjuku Prime Square. 1F, 7-5-25 Nishi-shinjuku, Shinjuku-ku
Tokyo 160-0023 JAPAN

To **Ms. NEHA KUMARI**

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会社代表者（サイン）　Company Representative (Sign)

Naoki Irie

Vice-President

上記労働条件を了承し貴社への入社を受諾します。
I acknowledge receipt of this Letter of Employment and confirm my acceptance to Terms.

[署名　Signature]　6/9/18

労働条件　Working Conditions

雇用期間 Term of employment	期間の定めなし Permanent
職務内容 Duties	技術職 Engineer
就業場所 Location	当社営業所または配属先 Human Resocia Co., Ltd. office and/or the location of the dispatched compnay (On Site)
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福利厚生 Employee Benefits	福利厚生として、以下のものが含まれます。 The Company offers a comprehensive employee benefits program, including ●在留資格証明書の申請費用の支給 Expense for COE(Certificate Of Eligibility) application ●日本までの航空運賃の支給 Flight fare from your origin to Japan ●宿泊施設の初期費用、手配費用の支給 Initial cost for accommodation arrangement and accompanying expense with the arrangement, ●25,000円を上限とした住居費の支給 Monthly partial support for accommodation up to JPY 25,000. ●通勤交通費の支給 Commuting fare from your resident to office (or working place) ●1年目の有給休暇10日間を付与（入社から6ヶ月後に付与） Paid leave 10 days - 1st year; 6 months after you join the Company. ●定期健康診断の実施（年に1回） Medical inspection - once per year.
その他 Others	１．時間外労働は法定労働時間を超えた部分につき13時間/日・45 時間/月・360時間/年（特別な事情に限り80時間/月・750時間/年、年6回迄）を上限とする。 Overtime is 13 hours per part that exceeds the legal working hours / day, 45 hours / month, 360 hours / year (Up to 80 hours / month, 750 hours / year years and six times as long as in special circumstances) and the upper limit. ２．具体的な就業場所、始業・終業時刻、休日及び勤務日については、　外勤先勤務中においては外勤先の定めに準じる。 In a condition of working outside by duty, employees have to work in order to the working place of specific work location, starting-ending time, for the holidays and working days. ３．会社の業務の必要に応じて、全国エリアの転勤がありうる。 Upon business necessity, there may be relocation in the whole country. ４．技術職については、会社の業務上必要に応じて技術職以外の部署への　配置・異動することもある。 Upon business necessity, there would be transfer to different department or position. ５．外勤先変更時に手当ての変更をすることがある。 There are posiiblities when work at new client, on-site-allowance may change. ６．通勤時、就業時の車両使用は原則禁止とする。 Driving a car is not allowed along with the company policy either on commutation or on work. ７．技術社員が入社及び就業先の変更の際に発生する引越し費用は会社が　負担する。[詳細は、就業規則による] The company will pay the moving expenses that the engineers employees joining or change the work location. [Details are stipulated in the Rules of Employment] ８．会社の定めるプライバシーポリシーを遵守しなければならない。 You are required to observe and uphold all of the Company’s privacy policies and procedures as implemented or varied from time to time. ９．就業開始日は、COE（Certificate of Eligibility）申請や社内手続等で問題がなかった場合を前提とする。 したがって、問題が発生した場合は就業開始日を変更することがある。 また、双方の合意により就業開始日を変更することもできる。 The start date in this letter will be expected date with no concern application or no issue through COE(Certificate Of Eligibility) internal employment procedure in the Company and etc. Therefore, the start date may be re-scheduled under the condition in case of occurrence of concern or issue. Also the start date is available to be scheduled by mutual agreement. １０．貴殿との雇用関係に関する事項については、日本法に準拠する。 All matters concerning the employment for you will be made in accordance with the domestic laws of Japan. １１．最終的な入社日は2019年5月末までに決定する。 Final expected Joining Date will be decided by the end of May 2019. １２．採用条件として2019年5月末までに下記の2項目を満たしていなければならない。 満たしていない場合、本採用通知書・労働条件通知書を破棄することができる。 The prospective employee has to meet the following two requirements as a hiring conditions by the end of May, 2019 The company can cancel this Notice of Employment and Working Conditions if the prospective employee is unable to meet the requirements. 1）JLPTN4取得もしくは同等の水準にあること。 Passed JLPT N4 or equivalent level. 2）最終学年の授業を滞りなく履修すること。 Took classes in Final year without fail.

2018/8/30
ver.2.1

採用通知書・労働条件通知書
Letter of Employment and Working Conditions

ヒューマンリソシア株式会社
Human Resocia Co., Ltd.
〒160-0023　東京都新宿区西新宿7-5-25 西新宿プライムスクエア1F
Nishi-Shinjuku Prime Square. 1F, 7-5-25 Nishi-shinjuku, Shinjuku-ku
Tokyo 160-0023 JAPAN

To **Mr. NILESH KUMAR**

この度は、弊社の技術社員の求人に応募いただきありがとうございました。
慎重かつ厳正な選考の結果、貴殿を採用することを決定しましたのでお知らせいたします。
以下の労働条件を確認の上、承諾する場合は署名をお願いいたします。
ただし、署名をしたとしても、以下のいずれかに該当したときは貴殿との雇用契約は成立しないものとします。

1. 在留資格証明書の発行を受けられなかった場合
2. ＶＩＳＡ（査証）の発行を受けられなかった場合
3. ＰＯＬＯ、ＰＯＥＡの承認を得られなかった場合
   （貴殿がフィリピン国の市民権を得ていて、かつ承認が必要な場合に限ります）

Thank you very much for submitting a job for our technical staff at this time.
Careful and strict selection results, we have decided to adopt you.
Please check the following working conditions and sign it if you accept.
However, the Company suspends the employment for you at the following cases after this offer is received and signed by you.

1. In case of appropriate COE (Certificate of Eligibility) is not issued by Immigration bureau of inistry Of Justice.
2. In case of VISA is not issued by Japan embassy (or representative office) in your country.
3. In case of not approved by POLO, POEA for oversea employment.
   (If you are Filipino citizenship and the approval is required only)

*本通知書において日本語と英語に相違がある場合は日本語が優先する。
*In case of any difference between Japanese and English in this notice, the Japanese shall prevail.

会社代表者（サイン）　Company Representative (Sign)

Naoki Irie
Vice-President

上記労働条件を了承し貴社への入社を受諾します。
I acknowledge receipt of this Letter of Employment and confirm my acceptance to Terms.

[署名 Signature]　Nilesh Kumar
05/09/18

労働条件　Working Conditions

雇用期間 Term of employment	期間の定めなし Permanent
職務内容 Duties	技術職 Engineer
就業場所 Location	当社営業所または配属先 Human Resocia Co., Ltd. office and/or the location of the dispatched compnay (On Site)
入社予定日 Expected Joining Date	2019年9月1日　　01-Sep-19
始業・就業時刻 Working hours	午前9:00～午後6:00まで　（うち休憩時間60分） From 9:00 am to 6:00 pm (including 60 minutes for break time)
休日及び勤務日 Days off and on	当社カレンダーによる Decided according to the company annual working calender
時間外労働等 Over Time	１．時間外労働:有　Presence of over time ２．休日労働:有　Presence of holiday work
休暇 Leave	１．年次有給休暇　Annual paid leave 就業規則による　Details are stipulated in the Rules of Employment ２．その他の休暇　Other leave 就業規則による　Details are stipulated in the Rules of Employment
賃金 Wages	１．給与形態　Compensation　　年俸制　Annual wage system 年俸額 Annual pay　2,640,000 円/JPY 月額 Monthly pay　220,000 円/JPY 手取額（概算） Net salary（Rough estimate）　184,200 円/JPY *手取金額は下記5の①～④を控除した金額 *The amount of money deducted from ① to ④ in 5 below ２．諸手当　Monthly Allowance 通勤手当　Commutation allowance for One-month pass ※実費支給（上限30,000円／月）　*Actual cost payment（Upper limit of 30,000 yen） 住宅手当　Housing allowance ※最大25,000円／月　*Upper limit of 25,000 yen ３．時間外労働に対する割増率　Additional pay rate for overtime, holiday work or night work イ. 時間外　Overtime work　法定超　Legal overtime　[25%] ロ. 休日　Holiday work　法定休日　Legal holiday work　[35%] 法定外休日　Non-legal holiday work　[25%] ハ. 深夜　Night work　深夜手当　Night work allowance　[25%] ニ. 深夜　Night work　[50%] ４．賃金締切日、支払日及び支払方法　Closing day of pay roll, pay day and payment method 毎月末日締切　Closing is month-end day 翌月15日銀行振込　Payment is done on the 15th of the following month by bank transfer

賃金 Wages	5．賃金支払時に控除する項目　Items to be deducted when paying wages *各項目は収入により変動　*Each item fluctuates according to income ① 健康保険　Health insurance　10,670 円/JPY ② 厚生年金　Welfare pension　20,130 円/JPY ③ 雇用保険　Employment insurance fee　660 円/JPY ④ 所得税　Income tax　4,340 円/JPY 住民税　Inhabitant tax　0 円/JPY ※住民税は前年度の収入により変動 *Inhabitant tax will fluctuate according to the income of the previous year 寮費(入寮時)　45,000 円/JPY portion of company housing expenses （例）家賃70,000円の場合 （An example）When the rent is 70,000 yen *寮費は会社が住居を手配した場合のみ *The dorm fee is only when the company arranges the residence *住居費用から25,000円を控除した金額 *Amount deducting 25,000 yen from residential expenses 6．給与の見直し時期　Revision of salary 入社して一年後　A year after joining the company 7．退職金　Retirement allowance 3年以上勤務時に規定により支給 Eligible after the completion of 3 years work. Details are stipulated in the Rules of Employment
試用期間 Probation period	3ヶ月　Three month
退職に関する事項 Items oncerning retirement	1．定年制　Retirement age system 60歳　60 years old 2．自己都合退職の手続　Procedure for retirement for personal reasons 退職する30日以上前に届け出ること Notification should be made no less than 30 days before retirement 3．解雇の事由及び手続き　Reasons and procedure for the dismissal 詳細は、就業規則による　Details are stipulated in the Rules of Employment

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2018/8/30
ver.2.1

採用通知書・労働条件通知書
Letter of Employment and Working Conditions

ヒューマンリソシア株式会社
Human Resocia Co., Ltd.
〒160-0023　東京都新宿区西新宿7-5-25 西新宿プライムスクエア1F
Nishi-Shinjuku Prime Square. 1F, 7-5-25 Nishi-shinjuku, Shinjuku-ku
Tokyo 160-0023 JAPAN

To **Mr. OLETI B REVANTH**

この度は、弊社の技術社員の求人に応募いただきありがとうございました。
慎重かつ厳正な選考の結果、貴殿を採用することを決定しましたのでお知らせいたします。
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会社代表者（サイン）　Company Representative (Sign)

Naoki Irie
Vice-President

上記労働条件を了承し貴社への入社を受諾します。
I acknowledge receipt of this Letter of Employment and confirm my acceptance to Terms.

[署名　Signature]　Revanth 5/9/18

労働条件　Working Conditions

雇用期間 Term of employment	期間の定めなし Permanent
職務内容 Duties	技術職 Engineer
就業場所 Location	当社営業所または配属先 Human Resocia Co., Ltd. office and/or the location of the dispatched compnay (On Site)
入社予定日 Expected Joining Date	2019年9月1日　　01-Sep-19
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福利厚生 Employee Benefits	福利厚生として、以下のものが含まれます。 The Company offers a comprehensive employee benefits program, including ●在留資格証明書の申請費用の支給 Expense for COE(Certificate Of Eligibility) application ●日本までの航空運賃の支給 Flight fare from your origin to Japan ●宿泊施設の初期費用、手配費用の支給 Initial cost for accommodation arrangement and accompanying expense with the arrangement, ●25,000円を上限とした住居費の支給 Monthly partial support for accommodation up to JPY 25,000. ●通勤交通費の支給 Commuting fare from your resident to office (or working place) ●1年目の有給休暇10日間を付与（入社から6ヶ月後に付与） Paid leave 10 days - 1st year; 6 months after you join the Company. ●定期健康診断の実施（年に1回） Medical inspection - once per year.
その他 Others	１．時間外労働は法定労働時間を超えた部分につき13時間/日・45 時間/月・360時間/年（特別な事情に限り80時間/月・750時間/年、年6回迄）を上限とする。 Overtime is 13 hours per part that exceeds the legal working hours / day, 45 hours / month, 360 hours / year (Up to 80 hours / month, 750 hours / year years and six times as long as in special circumstances) and the upper limit. ２．具体的な就業場所、始業・終業時刻、休日及び勤務日については、　外勤先勤務中においては外勤先の定めに準じる。 In a condition of working outside by duty, employees have to work in order to the working place of specific work location, starting-ending time, for the holidays and working days. ３．会社の業務の必要に応じて、全国エリアの転勤がありうる。 Upon business necessity, there may be relocation in the whole country. ４．技術職については、会社の業務上必要に応じて技術職以外の部署への　配置・異動することもある。 Upon business necessity, there would be transfer to different department or position. ５．外勤先変更時に手当ての変更をすることがある。 There are posiiblities when work at new client, on-site-allowance may change. ６．通勤時、就業時の車両使用は原則禁止とする。 Driving a car is not allowed along with the company policy either on commutation or on work. ７．技術社員が入社及び就業先の変更の際に発生する引越し費用は会社が　負担する。[詳細は、就業規則による] The company will pay the moving expenses that the engineers employees joining or change the work location. [Details are stipulated in the Rules of Employment] ８．会社の定めるプライバシーポリシーを遵守しなければならない。 You are required to observe and uphold all of the Company’s privacy policies and procedures as implemented or varied from time to time. ９．就業開始日は、COE（Certificate of Eligibility）申請や社内手続等で問題がなかった場合を前提とする。 したがって、問題が発生した場合は就業開始日を変更することがある。 また、双方の合意により就業開始日を変更することもできる。 The start date in this letter will be expected date with no concern application or no issue through COE(Certificate Of Eligibility) internal employment procedure in the Company and etc. Therefore, the start date may be re-scheduled under the condition in case of occurrence of concern or issue. Also the start date is available to be scheduled by mutual agreement. １０．貴殿との雇用関係に関する事項については、日本法に準拠する。 All matters concerning the employment for you will be made in accordance with the domestic laws of Japan. １１．最終的な入社日は2019年5月末までに決定する。 Final expected Joining Date will be decided by the end of May 2019. １２．採用条件として2019年5月末までに下記の2項目を満たしていなければならない。 満たしていない場合、本採用通知書・労働条件通知書を破棄することができる。 The prospective employee has to meet the following two requirements as a hiring conditions by the end of May, 2019 The company can cancel this Notice of Employment and Working Conditions if the prospective employee is unable to meet the requirements. 1）JLPTN4取得もしくは同等の水準にあること。 Passed JLPT N4 or equivalent level. 2）最終学年の授業を滞りなく履修すること。 Took classes in Final year without fail.

2018/8/30
ver.2.1

採用通知書・労働条件通知書
Letter of Employment and Working Conditions

ヒューマンリソシア株式会社
Human Resocia Co., Ltd.
〒160-0023　東京都新宿区西新宿7-5-25 西新宿プライムスクエア1F
Nishi-Shinjuku Prime Square. 1F, 7-5-25 Nishi-shinjuku, Shinjuku-ku
Tokyo 160-0023 JAPAN

To **Mr. PABBISETTY SAI BALA ABHISHEK**

この度は、弊社の技術社員の求人に応募いただきありがとうございました。
慎重かつ厳正な選考の結果、貴殿を採用することを決定しましたのでお知らせいたします。
以下の労働条件を確認の上、承諾する場合は署名をお願いいたします。
ただし、署名をしたとしても、以下のいずれかに該当したときは貴殿との雇用契約は成立しないものとします。

1. 在留資格証明書の発行を受けられなかった場合
2. ＶＩＳＡ（査証）の発行を受けられなかった場合
3. ＰＯＬＯ、ＰＯＥＡの承認を得られなかった場合
   （貴殿がフィリピン国の市民権を得ていて、かつ承認が必要な場合に限ります）

Thank you very much for submitting a job for our technical staff at this time.
Careful and strict selection results, we have decided to adopt you.
Please check the following working conditions and sign it if you accept.
However, the Company suspends the employment for you at the following cases after this offer is received and signed by you.

1. In case of appropriate COE (Certificate of Eligibility) is not issued by Immigration bureau of inistry Of Justice.
2. In case of VISA is not issued by Japan embassy (or representative office) in your country.
3. In case of not approved by POLO, POEA for oversea employment.
   (If you are Filipino citizenship and the approval is required only)

*本通知書において日本語と英語に相違がある場合は日本語が優先する。
*In case of any difference between Japanese and English in this notice, the Japanese shall prevail.

会社代表者（サイン）　Company Representative (Sign)

Naoki Irie

Vice-President

上記労働条件を了承し貴社への入社を受諾します。
I acknowledge receipt of this Letter of Employment and confirm my acceptance to Terms.

[署名　Signature]　Abhishek 5/9/18

労働条件　Working Conditions

雇用期間 Term of employment	期間の定めなし Permanent
職務内容 Duties	技術職 Engineer
就業場所 Location	当社営業所または配属先 Human Resocia Co., Ltd. office and/or the location of the dispatched compnay (On Site)
入社予定日 Expected Joining Date	2019年9月1日　　01-Sep-19
始業・就業時刻 Working hours	午前9:00～午後6:00まで　（うち休憩時間60分） From 9:00 am to 6:00 pm (including 60 minutes for break time)
休日及び勤務日 Days off and on	当社カレンダーによる Decided according to the company annual working calender
時間外労働等 Over Time	１．時間外労働:有　Presence of over time ２．休日労働:有　Presence of holiday work
休暇 Leave	１．年次有給休暇　Annual paid leave 就業規則による　Details are stipulated in the Rules of Employment ２．その他の休暇　Other leave 就業規則による　Details are stipulated in the Rules of Employment
賃金 Wages	１．給与形態　Compensation　　年俸制　Annual wage system 年俸額 Annual pay　2,640,000 円/JPY 月額 Monthly pay　220,000 円/JPY 手取額（概算） Net salary（Rough estimate）　184,200 円/JPY *手取金額は下記5の①～④を控除した金額 *The amount of money deducted from ① to ④ in 5 below ２．諸手当　Monthly Allowance 通勤手当　Commutation allowance for One-month pass ※実費支給（上限30,000円／月）　*Actual cost payment（Upper limit of 30,000 yen） 住宅手当　Housing allowance ※最大25,000円／月　*Upper limit of 25,000 yen ３．時間外労働に対する割増率　Additional pay rate for overtime, holiday work or night work イ. 時間外　Overtime work　法定超　Legal overtime　[25%] ロ. 休日　Holiday work　法定休日　Legal holiday work　[35%] 法定外休日　Non-legal holiday work　[25%] ハ. 深夜　Night work　深夜手当　Night work allowance　[25%] ニ. 深夜　Night work　[50%] ４．賃金締切日、支払日及び支払方法　Closing day of pay roll, pay day and payment method 毎月末日締切　Closing is month-end day 翌月15日銀行振込　Payment is done on the 15th of the following month by bank transfer

賃金 Wages	5．賃金支払時に控除する項目　Items to be deducted when paying wages *各項目は収入により変動　*Each item fluctuates according to income ① 健康保険　Health insurance　10,670 円/JPY ② 厚生年金　Welfare pension　20,130 円/JPY ③ 雇用保険　Employment insurance fee　660 円/JPY ④ 所得税　Income tax　4,340 円/JPY 住民税　Inhabitant tax　0 円/JPY ※住民税は前年度の収入により変動 *Inhabitant tax will fluctuate according to the income of the previous year 寮費(入寮時)　45,000 円/JPY portion of company housing expenses （例）家賃70,000円の場合 （An example）When the rent is 70,000 yen *寮費は会社が住居を手配した場合のみ *The dorm fee is only when the company arranges the residence *住居費用から25,000円を控除した金額 *Amount deducting 25,000 yen from residential expenses 6．給与の見直し時期　Revision of salary 入社して一年後　A year after joining the company 7．退職金　Retirement allowance 3年以上勤務時に規定により支給 Eligible after the completion of 3 years work. Details are stipulated in the Rules of Employment
試用期間 Probation period	3ヶ月　Three month
退職に関する事項 Items oncerning retirement	1．定年制　Retirement age system 60歳　60 years old 2．自己都合退職の手続　Procedure for retirement for personal reasons 退職する30日以上前に届け出ること Notification should be made no less than 30 days before retirement 3．解雇の事由及び手続き　Reasons and procedure for the dismissal 詳細は、就業規則による　Details are stipulated in the Rules of Employment

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2018/8/30
ver.2.1

採用通知書・労働条件通知書
Letter of Employment and Working Conditions

ヒューマンリソシア株式会社
Human Resocia Co., Ltd.
〒160-0023　東京都新宿区西新宿7-5-25 西新宿プライムスクエア1F
Nishi-Shinjuku Prime Square. 1F, 7-5-25 Nishi-shinjuku, Shinjuku-ku
Tokyo 160-0023 JAPAN

To Mr. PRIYANSHU PRAYAG

この度は、弊社の技術社員の求人に応募いただきありがとうございました。
慎重かつ厳正な選考の結果、貴殿を採用することを決定しましたのでお知らせいたします。
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会社代表者（サイン）　Company Representative (Sign)

Naoki Irie
Vice-President

上記労働条件を了承し貴社への入社を受諾します。
I acknowledge receipt of this Letter of Employment and confirm my acceptance to Terms.

[署名 Signature]　Priyanshu Prayag 05/09/18

労働条件　Working Conditions

雇用期間 Term of employment	期間の定めなし Permanent
職務内容 Duties	技術職 Engineer
就業場所 Location	当社営業所または配属先 Human Resocia Co., Ltd. office and/or the location of the dispatched compnay (On Site)
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その他 Others	１．時間外労働は法定労働時間を超えた部分につき13時間/日・45 時間/月・360時間/年（特別な事情に限り80時間/月・750時間/年、年6回迄）を上限とする。 Overtime is 13 hours per part that exceeds the legal working hours / day, 45 hours / month, 360 hours / year (Up to 80 hours / month, 750 hours / year years and six times as long as in special circumstances) and the upper limit. ２．具体的な就業場所、始業・終業時刻、休日及び勤務日については、　外勤先勤務中においては外勤先の定めに準じる。 In a condition of working outside by duty, employees have to work in order to the working place of specific work location, starting-ending time, for the holidays and working days. ３．会社の業務の必要に応じて、全国エリアの転勤がありうる。 Upon business necessity, there may be relocation in the whole country. ４．技術職については、会社の業務上必要に応じて技術職以外の部署への　配置・異動することもある。 Upon business necessity, there would be transfer to different department or position. ５．外勤先変更時に手当ての変更をすることがある。 There are posiiblities when work at new client, on-site-allowance may change. ６．通勤時、就業時の車両使用は原則禁止とする。 Driving a car is not allowed along with the company policy either on commutation or on work. ７．技術社員が入社及び就業先の変更の際に発生する引越し費用は会社が　負担する。[詳細は、就業規則による] The company will pay the moving expenses that the engineers employees joining or change the work location. [Details are stipulated in the Rules of Employment] ８．会社の定めるプライバシーポリシーを遵守しなければならない。 You are required to observe and uphold all of the Company’s privacy policies and procedures as implemented or varied from time to time. ９．就業開始日は、COE（Certificate of Eligibility）申請や社内手続等で問題がなかった場合を前提とする。 したがって、問題が発生した場合は就業開始日を変更することがある。 また、双方の合意により就業開始日を変更することもできる。 The start date in this letter will be expected date with no concern application or no issue through COE(Certificate Of Eligibility) internal employment procedure in the Company and etc. Therefore, the start date may be re-scheduled under the condition in case of occurrence of concern or issue. Also the start date is available to be scheduled by mutual agreement. １０．貴殿との雇用関係に関する事項については、日本法に準拠する。 All matters concerning the employment for you will be made in accordance with the domestic laws of Japan. １１．最終的な入社日は2019年5月末までに決定する。 Final expected Joining Date will be decided by the end of May 2019. １２．採用条件として2019年5月末までに下記の2項目を満たしていなければならない。 満たしていない場合、本採用通知書・労働条件通知書を破棄することができる。 The prospective employee has to meet the following two requirements as a hiring conditions by the end of May, 2019 The company can cancel this Notice of Employment and Working Conditions if the prospective employee is unable to meet the requirements. 1）JLPTN4取得もしくは同等の水準にあること。 Passed JLPT N4 or equivalent level. 2）最終学年の授業を滞りなく履修すること。 Took classes in Final year without fail.

2018/8/30
ver.2.1

採用通知書・労働条件通知書
Letter of Employment and Working Conditions

ヒューマンリソシア株式会社
Human Resocia Co., Ltd.
〒160-0023　東京都新宿区西新宿7-5-25 西新宿プライムスクエア1F
Nishi-Shinjuku Prime Square. 1F, 7-5-25 Nishi-shinjuku, Shinjuku-ku
Tokyo 160-0023 JAPAN

To **Mr. RAHUL BAL**

この度は、弊社の技術社員の求人に応募いただきありがとうございました。
慎重かつ厳正な選考の結果、貴殿を採用することを決定しましたのでお知らせいたします。
以下の労働条件を確認の上、承諾する場合は署名をお願いいたします。
ただし、署名をしたとしても、以下のいずれかに該当したときは貴殿との雇用契約は成立しないものとします。

1. 在留資格証明書の発行を受けられなかった場合
2. ＶＩＳＡ（査証）の発行を受けられなかった場合
3. ＰＯＬＯ、ＰＯＥＡの承認を得られなかった場合
   （貴殿がフィリピン国の市民権を得ていて、かつ承認が必要な場合に限ります）

Thank you very much for submitting a job for our technical staff at this time.
Careful and strict selection results, we have decided to adopt you.
Please check the following working conditions and sign it if you accept.
However, the Company suspends the employment for you at the following cases after this offer is received and signed by you.

1. In case of appropriate COE (Certificate of Eligibility) is not issued by Immigration bureau of inistry Of Justice.
2. In case of VISA is not issued by Japan embassy (or representative office) in your country.
3. In case of not approved by POLO, POEA for oversea employment.
   (If you are Filipino citizenship and the approval is required only)

*本通知書において日本語と英語に相違がある場合は日本語が優先する。
*In case of any difference between Japanese and English in this notice, the Japanese shall prevail.

会社代表者（サイン）　Company Representative (Sign)

Naoki Irie
Vice-President

上記労働条件を了承し貴社への入社を受諾します。
I acknowledge receipt of this Letter of Employment and confirm my acceptance to Terms.

[署名 Signature]

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労働条件　Working Conditions

雇用期間 Term of employment	期間の定めなし Permanent
職務内容 Duties	技術職 Engineer
就業場所 Location	当社営業所または配属先 Human Resocia Co., Ltd. office and/or the location of the dispatched compnay (On Site)
入社予定日 Expected Joining Date	2019年9月1日　　01-Sep-19
始業・就業時刻 Working hours	午前9:00～午後6:00まで　（うち休憩時間60分） From 9:00 am to 6:00 pm (including 60 minutes for break time)
休日及び勤務日 Days off and on	当社カレンダーによる Decided according to the company annual working calender
時間外労働等 Over Time	１．時間外労働:有　Presence of over time ２．休日労働:有　Presence of holiday work
休暇 Leave	１．年次有給休暇　Annual paid leave 就業規則による　Details are stipulated in the Rules of Employment ２．その他の休暇　Other leave 就業規則による　Details are stipulated in the Rules of Employment
賃金 Wages	１．給与形態　Compensation　　年俸制　Annual wage system 年俸額 Annual pay　2,640,000 円/JPY 月額 Monthly pay　220,000 円/JPY 手取額（概算） Net salary（Rough estimate）　184,200 円/JPY *手取金額は下記5の①～④を控除した金額 *The amount of money deducted from ① to ④ in 5 below ２．諸手当　Monthly Allowance 通勤手当　Commutation allowance for One-month pass ※実費支給（上限30,000円／月）　*Actual cost payment（Upper limit of 30,000 yen） 住宅手当　Housing allowance ※最大25,000円／月　*Upper limit of 25,000 yen ３．時間外労働に対する割増率　Additional pay rate for overtime, holiday work or night work イ. 時間外　Overtime work　法定超　Legal overtime　[25%] ロ. 休日　Holiday work　法定休日　Legal holiday work　[35%] 法定外休日　Non-legal holiday work　[25%] ハ. 深夜　Night work　深夜手当　Night work allowance　[25%] ニ. 深夜　Night work　[50%] ４．賃金締切日、支払日及び支払方法　Closing day of pay roll, pay day and payment method 毎月末日締切　Closing is month-end day 翌月15日銀行振込　Payment is done on the 15th of the following month by bank transfer

賃金 Wages	5．賃金支払時に控除する項目　Items to be deducted when paying wages *各項目は収入により変動　*Each item fluctuates according to income ① 健康保険　Health insurance　10,670 円/JPY ② 厚生年金　Welfare pension　20,130 円/JPY ③ 雇用保険　Employment insurance fee　660 円/JPY ④ 所得税　Income tax　4,340 円/JPY 住民税　Inhabitant tax　0 円/JPY ※住民税は前年度の収入により変動 *Inhabitant tax will fluctuate according to the income of the previous year 寮費(入寮時)　45,000 円/JPY portion of company housing expenses （例）家賃70,000円の場合 （An example）When the rent is 70,000 yen *寮費は会社が住居を手配した場合のみ *The dorm fee is only when the company arranges the residence *住居費用から25,000円を控除した金額 *Amount deducting 25,000 yen from residential expenses 6．給与の見直し時期　Revision of salary 入社して一年後　A year after joining the company 7．退職金　Retirement allowance 3年以上勤務時に規定により支給 Eligible after the completion of 3 years work. Details are stipulated in the Rules of Employment
試用期間 Probation period	3ヶ月　Three month
退職に関する事項 Items oncerning retirement	1．定年制　Retirement age system 60歳　60 years old 2．自己都合退職の手続　Procedure for retirement for personal reasons 退職する30日以上前に届け出ること Notification should be made no less than 30 days before retirement 3．解雇の事由及び手続き　Reasons and procedure for the dismissal 詳細は、就業規則による　Details are stipulated in the Rules of Employment

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2018/8/30
ver.2.1

採用通知書・労働条件通知書
Letter of Employment and Working Conditions

ヒューマンリソシア株式会社
Human Resocia Co., Ltd.
〒160-0023　東京都新宿区西新宿7-5-25 西新宿プライムスクエア1F
Nishi-Shinjuku Prime Square. 1F, 7-5-25 Nishi-shinjuku, Shinjuku-ku
Tokyo 160-0023 JAPAN

To **Mr. RAHUL DEY**

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慎重かつ厳正な選考の結果、貴殿を採用することを決定しましたのでお知らせいたします。
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会社代表者（サイン）　Company Representative (Sign)

Naoki Irie
Vice-President

上記労働条件を了承し貴社への入社を受諾します。
I acknowledge receipt of this Letter of Employment and confirm my acceptance to Terms.

[署名 Signature]　Rahul Dey　05.09.2018

労働条件　Working Conditions

雇用期間 Term of employment	期間の定めなし Permanent
職務内容 Duties	技術職 Engineer
就業場所 Location	当社営業所または配属先 Human Resocia Co., Ltd. office and/or the location of the dispatched compnay (On Site)
入社予定日 Expected Joining Date	2019年9月1日　　01-Sep-19
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その他 Others	１．時間外労働は法定労働時間を超えた部分につき13時間/日・45 時間/月・360時間/年（特別な事情に限り80時間/月・750時間/年、年6回迄）を上限とする。 Overtime is 13 hours per part that exceeds the legal working hours / day, 45 hours / month, 360 hours / year (Up to 80 hours / month, 750 hours / year years and six times as long as in special circumstances) and the upper limit. ２．具体的な就業場所、始業・終業時刻、休日及び勤務日については、　外勤先勤務中においては外勤先の定めに準じる。 In a condition of working outside by duty, employees have to work in order to the working place of specific work location, starting-ending time, for the holidays and working days. ３．会社の業務の必要に応じて、全国エリアの転勤がありうる。 Upon business necessity, there may be relocation in the whole country. ４．技術職については、会社の業務上必要に応じて技術職以外の部署への　配置・異動することもある。 Upon business necessity, there would be transfer to different department or position. ５．外勤先変更時に手当ての変更をすることがある。 There are posiiblities when work at new client, on-site-allowance may change. ６．通勤時、就業時の車両使用は原則禁止とする。 Driving a car is not allowed along with the company policy either on commutation or on work. ７．技術社員が入社及び就業先の変更の際に発生する引越し費用は会社が　負担する。[詳細は、就業規則による] The company will pay the moving expenses that the engineers employees joining or change the work location. [Details are stipulated in the Rules of Employment] ８．会社の定めるプライバシーポリシーを遵守しなければならない。 You are required to observe and uphold all of the Company’s privacy policies and procedures as implemented or varied from time to time. ９．就業開始日は、COE（Certificate of Eligibility）申請や社内手続等で問題がなかった場合を前提とする。 したがって、問題が発生した場合は就業開始日を変更することがある。 また、双方の合意により就業開始日を変更することもできる。 The start date in this letter will be expected date with no concern application or no issue through COE(Certificate Of Eligibility) internal employment procedure in the Company and etc. Therefore, the start date may be re-scheduled under the condition in case of occurrence of concern or issue. Also the start date is available to be scheduled by mutual agreement. １０．貴殿との雇用関係に関する事項については、日本法に準拠する。 All matters concerning the employment for you will be made in accordance with the domestic laws of Japan. １１．最終的な入社日は2019年5月末までに決定する。 Final expected Joining Date will be decided by the end of May 2019. １２．採用条件として2019年5月末までに下記の2項目を満たしていなければならない。 満たしていない場合、本採用通知書・労働条件通知書を破棄することができる。 The prospective employee has to meet the following two requirements as a hiring conditions by the end of May, 2019 The company can cancel this Notice of Employment and Working Conditions if the prospective employee is unable to meet the requirements. 1）JLPTN4取得もしくは同等の水準にあること。 Passed JLPT N4 or equivalent level. 2）最終学年の授業を滞りなく履修すること。 Took classes in Final year without fail.

2018/8/30
ver.2.1

採用通知書・労働条件通知書
Letter of Employment and Working Conditions

ヒューマンリソシア株式会社
Human Resocia Co., Ltd.
〒160-0023　東京都新宿区西新宿7-5-25 西新宿プライムスクエア1F
Nishi-Shinjuku Prime Square. 1F, 7-5-25 Nishi-shinjuku, Shinjuku-ku
Tokyo 160-0023 JAPAN

To **Mr. RASOOL KHAN.M**

この度は、弊社の技術社員の求人に応募いただきありがとうございました。
慎重かつ厳正な選考の結果、貴殿を採用することを決定しましたのでお知らせいたします。
以下の労働条件を確認の上、承諾する場合は署名をお願いいたします。
ただし、署名をしたとしても、以下のいずれかに該当したときは貴殿との雇用契約は成立しないものとします。

1. 在留資格証明書の発行を受けられなかった場合
2. ＶＩＳＡ（査証）の発行を受けられなかった場合
3. ＰＯＬＯ、ＰＯＥＡの承認を得られなかった場合
   （貴殿がフィリピン国の市民権を得ていて、かつ承認が必要な場合に限ります）

Thank you very much for submitting a job for our technical staff at this time.
Careful and strict selection results, we have decided to adopt you.
Please check the following working conditions and sign it if you accept.
However, the Company suspends the employment for you at the following cases after this offer is received and signed by you.

1. In case of appropriate COE (Certificate of Eligibility) is not issued by Immigration bureau of inistry Of Justice.
2. In case of VISA is not issued by Japan embassy (or representative office) in your country.
3. In case of not approved by POLO, POEA for oversea employment.
   (If you are Filipino citizenship and the approval is required only)

*本通知書において日本語と英語に相違がある場合は日本語が優先する。
*In case of any difference between Japanese and English in this notice, the Japanese shall prevail.

会社代表者（サイン）　Company Representative (Sign)

Naoki Irie

Vice-President

上記労働条件を了承し貴社への入社を受諾します。
I acknowledge receipt of this Letter of Employment and confirm my acceptance to Terms.

[署名 Signature]　Rasool Khan　05/09/2018

労働条件　Working Conditions

雇用期間 Term of employment	期間の定めなし Permanent
職務内容 Duties	技術職 Engineer
就業場所 Location	当社営業所または配属先 Human Resocia Co., Ltd. office and/or the location of the dispatched compnay (On Site)
入社予定日 Expected Joining Date	2019年9月1日　　01-Sep-19
始業・就業時刻 Working hours	午前9:00～午後6:00まで　（うち休憩時間60分） From 9:00 am to 6:00 pm (including 60 minutes for break time)
休日及び勤務日 Days off and on	当社カレンダーによる Decided according to the company annual working calender
時間外労働等 Over Time	１．時間外労働:有　Presence of over time ２．休日労働:有　Presence of holiday work
休暇 Leave	１．年次有給休暇　Annual paid leave 就業規則による　Details are stipulated in the Rules of Employment ２．その他の休暇　Other leave 就業規則による　Details are stipulated in the Rules of Employment
賃金 Wages	１．給与形態　Compensation　　年俸制　Annual wage system 年俸額 Annual pay　2,640,000 円/JPY 月額 Monthly pay　220,000 円/JPY 手取額（概算） Net salary（Rough estimate）　184,200 円/JPY *手取金額は下記5の①～④を控除した金額 *The amount of money deducted from ① to ④ in 5 below ２．諸手当　Monthly Allowance 通勤手当　Commutation allowance for One-month pass ※実費支給（上限30,000円／月）　*Actual cost payment（Upper limit of 30,000 yen） 住宅手当　Housing allowance ※最大25,000円／月　*Upper limit of 25,000 yen ３．時間外労働に対する割増率　Additional pay rate for overtime, holiday work or night work イ. 時間外　Overtime work　法定超　Legal overtime　[25%] ロ. 休日　Holiday work　法定休日　Legal holiday work　[35%] 法定外休日　Non-legal holiday work　[25%] ハ. 深夜　Night work　深夜手当　Night work allowance　[25%] ニ. 深夜　Night work　[50%] ４．賃金締切日、支払日及び支払方法　Closing day of pay roll, pay day and payment method 毎月末日締切　Closing is month-end day 翌月15日銀行振込　Payment is done on the 15th of the following month by bank transfer

賃金 Wages	5．賃金支払時に控除する項目　Items to be deducted when paying wages *各項目は収入により変動　*Each item fluctuates according to income ① 健康保険　Health insurance　10,670 円/JPY ② 厚生年金　Welfare pension　20,130 円/JPY ③ 雇用保険　Employment insurance fee　660 円/JPY ④ 所得税　Income tax　4,340 円/JPY 住民税　Inhabitant tax　0 円/JPY ※住民税は前年度の収入により変動 *Inhabitant tax will fluctuate according to the income of the previous year 寮費(入寮時)　45,000 円/JPY portion of company housing expenses （例）家賃70,000円の場合 （An example）When the rent is 70,000 yen *寮費は会社が住居を手配した場合のみ *The dorm fee is only when the company arranges the residence *住居費用から25,000円を控除した金額 *Amount deducting 25,000 yen from residential expenses 6．給与の見直し時期　Revision of salary 入社して一年後　A year after joining the company 7．退職金　Retirement allowance 3年以上勤務時に規定により支給 Eligible after the completion of 3 years work. Details are stipulated in the Rules of Employment
試用期間 Probation period	3ヶ月　Three month
退職に関する事項 Items oncerning retirement	1．定年制　Retirement age system 60歳　60 years old 2．自己都合退職の手続　Procedure for retirement for personal reasons 退職する30日以上前に届け出ること Notification should be made no less than 30 days before retirement 3．解雇の事由及び手続き　Reasons and procedure for the dismissal 詳細は、就業規則による　Details are stipulated in the Rules of Employment

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2018/8/30
ver.2.1

採用通知書・労働条件通知書
Letter of Employment and Working Conditions

ヒューマンリソシア株式会社
Human Resocia Co., Ltd.
〒160-0023　東京都新宿区西新宿7-5-25 西新宿プライムスクエア1F
Nishi-Shinjuku Prime Square. 1F, 7-5-25 Nishi-shinjuku, Shinjuku-ku
Tokyo 160-0023 JAPAN

To **Ms. SHOURYA T**

この度は、弊社の技術社員の求人に応募いただきありがとうございました。
慎重かつ厳正な選考の結果、貴殿を採用することを決定しましたのでお知らせいたします。
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*In case of any difference between Japanese and English in this notice, the Japanese shall prevail.

会社代表者（サイン）　Company Representative (Sign)

Naoki Irie
Vice-President

上記労働条件を了承し貴社への入社を受諾します。
I acknowledge receipt of this Letter of Employment and confirm my acceptance to Terms.

[署名 Signature]　06/09/18

労働条件　Working Conditions

雇用期間 Term of employment	期間の定めなし Permanent
職務内容 Duties	技術職 Engineer
就業場所 Location	当社営業所または配属先 Human Resocia Co., Ltd. office and/or the location of the dispatched compnay (On Site)
入社予定日 Expected Joining Date	2019年9月1日　　01-Sep-19
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退職に関する事項 Items oncerning retirement	1．定年制　Retirement age system 60歳　60 years old 2．自己都合退職の手続　Procedure for retirement for personal reasons 退職する30日以上前に届け出ること Notification should be made no less than 30 days before retirement 3．解雇の事由及び手続き　Reasons and procedure for the dismissal 詳細は、就業規則による　Details are stipulated in the Rules of Employment

福利厚生 Employee Benefits	福利厚生として、以下のものが含まれます。 The Company offers a comprehensive employee benefits program, including ●在留資格証明書の申請費用の支給 Expense for COE(Certificate Of Eligibility) application ●日本までの航空運賃の支給 Flight fare from your origin to Japan ●宿泊施設の初期費用、手配費用の支給 Initial cost for accommodation arrangement and accompanying expense with the arrangement, ●25,000円を上限とした住居費の支給 Monthly partial support for accommodation up to JPY 25,000. ●通勤交通費の支給 Commuting fare from your resident to office (or working place) ●1年目の有給休暇10日間を付与（入社から6ヶ月後に付与） Paid leave 10 days - 1st year; 6 months after you join the Company. ●定期健康診断の実施（年に1回） Medical inspection - once per year.
その他 Others	１．時間外労働は法定労働時間を超えた部分につき13時間/日・45 時間/月・360時間/年（特別な事情に限り80時間/月・750時間/年、年6回迄）を上限とする。 Overtime is 13 hours per part that exceeds the legal working hours / day, 45 hours / month, 360 hours / year (Up to 80 hours / month, 750 hours / year years and six times as long as in special circumstances) and the upper limit. ２．具体的な就業場所、始業・終業時刻、休日及び勤務日については、　外勤先勤務中においては外勤先の定めに準じる。 In a condition of working outside by duty, employees have to work in order to the working place of specific work location, starting-ending time, for the holidays and working days. ３．会社の業務の必要に応じて、全国エリアの転勤がありうる。 Upon business necessity, there may be relocation in the whole country. ４．技術職については、会社の業務上必要に応じて技術職以外の部署への　配置・異動することもある。 Upon business necessity, there would be transfer to different department or position. ５．外勤先変更時に手当ての変更をすることがある。 There are posiiblities when work at new client, on-site-allowance may change. ６．通勤時、就業時の車両使用は原則禁止とする。 Driving a car is not allowed along with the company policy either on commutation or on work. ７．技術社員が入社及び就業先の変更の際に発生する引越し費用は会社が　負担する。[詳細は、就業規則による] The company will pay the moving expenses that the engineers employees joining or change the work location. [Details are stipulated in the Rules of Employment] ８．会社の定めるプライバシーポリシーを遵守しなければならない。 You are required to observe and uphold all of the Company’s privacy policies and procedures as implemented or varied from time to time. ９．就業開始日は、COE（Certificate of Eligibility）申請や社内手続等で問題がなかった場合を前提とする。 したがって、問題が発生した場合は就業開始日を変更することがある。 また、双方の合意により就業開始日を変更することもできる。 The start date in this letter will be expected date with no concern application or no issue through COE(Certificate Of Eligibility) internal employment procedure in the Company and etc. Therefore, the start date may be re-scheduled under the condition in case of occurrence of concern or issue. Also the start date is available to be scheduled by mutual agreement. １０．貴殿との雇用関係に関する事項については、日本法に準拠する。 All matters concerning the employment for you will be made in accordance with the domestic laws of Japan. １１．最終的な入社日は2019年5月末までに決定する。 Final expected Joining Date will be decided by the end of May 2019. １２．採用条件として2019年5月末までに下記の2項目を満たしていなければならない。 満たしていない場合、本採用通知書・労働条件通知書を破棄することができる。 The prospective employee has to meet the following two requirements as a hiring conditions by the end of May, 2019 The company can cancel this Notice of Employment and Working Conditions if the prospective employee is unable to meet the requirements. 1）JLPTN4取得もしくは同等の水準にあること。 Passed JLPT N4 or equivalent level. 2）最終学年の授業を滞りなく履修すること。 Took classes in Final year without fail.

June 10, 2021

IBM India Private Limited
Manyata Embassy Business Park,
G2 Block, Nagwara Outer Ring Road,
Bangalore - 560045, India.
Tel : 91-80-49139999
http://www-07.ibm.com/in/careers/

Dear Immadisetty Chaitanya Kumar

At IBM you can innovate breakthroughs and help make life changing impact. We are experts in nearly every technical, scientific and business field. As IBMers, we are proud to apply our expertise in countries we are citizens of; all united by a single purpose: to be essential.

We invite you to join us as a Associate System Engineer, in band 06G and experience an inclusive, collaborative and learning culture with the support of technical & business experts, mentors, leaders and colleagues worldwide. You will thrive in an environment that cultivates creativity and individuality; and; be part of projects that help make the world work better.

Talent development is strategic to IBM; and you will have access to a unique learning platform powered by IBM's Watson, IBM Cloud and IBM Bluemix to help you learn quicker, learn smarter, and help the company stay agile and top-notch.

Your letter of employment is attached, for your review and acceptance. Please do not hesitate to reach out to us in case of queries or concerns. We look forward to hearing from you soon and welcome you to be a part of our team.



June 10, 2021
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Manyata Embassy Business Park,
G2 Block, Nagwara Outer Ring Road,
Bangalore - 560045, India.
Tel : 91-80-49139999
http://www-07.ibm.com/in/careers/

Dear Immadisetty Chaitanya Kumar

We are pleased to offer you the position of Associate System Engineer, in band 06G at IBM India Pvt Ltd (IBM or Company). The terms and conditions of your employment contract at IBM are detailed below. Please read these important details carefully, including your compensation and benefits.

Initially, you will have to undergo an IBM trainee program specially designed for all college campus hires. This training is to enable you to acclimatize to the industry and post qualifying, accelerate your transition to a live project.

You must complete your formal course of education, including final semester examinations to establish your qualifications, before joining. Further, this offer is contingent upon your obtaining the degree, consistent academic performance, minimum aggregate or equivalent of 65% or 6.5 CGPA in Bachelors & Post-Graduation and 60% or 6.0 CGPA in SSLC or X, HSC/PUC/XII, Diploma or the equivalent, failing which IBM may, at its sole discretion, withdraw this offer of employment.

Acceptance and Commencement

Your appointment will be effective on your joining date, i.e June 21, 2021. Please contact us immediately if you require an alternative joining date. If you do not confirm your acceptance or we are unable to set an alternative date, this offer will be withdrawn.

To confirm your acceptance of this offer, you are required to:

- Accept this offer by selecting the 'accept' option at the bottom of the form. Please note that if you do not provide your acceptance, you will not be allowed to join on the joining date specified above.
- On your first day of employment, please report at 9:00 am to the Main Lobby located at Block D3, Manyata Embassy Business Park, Nagawara Outer Ring road, Bangalore-560045.

If you have questions about your First Day Documentation, send an email to **eschoolhiring@in.ibm.com**

On your joining date, please bring (i) 1 copy of this letter duly signed and dated by you (ii) 2 self photographs (passport size, color with white background) (iii) One set of print outs of the completed on boarding forms &

Originals (iv) Aadhaar number (If you do not have one, please apply immediately and provide the enrolment number on the day of onboarding). This is required to facilitate remittance of your provident fund to the Employees Provident Fund Organization, as well as for any other purposes that may be required by statutory and regulatory authorities. Please note that Aadhaar is currently not mandatory for employees who do not hold an Indian passport, hence please notify us in advance if you fall within this category (v) Two sets of photocopies of the following mandatory documents:

- Relieving document from most recent employer - Relieving letter or service certificate or resignation acceptance e-mail with last working day (LWD) confirmation.
- Passport and Pan card- If you do not have a Passport or Pan card you need to bring one of the following IDs.
    - Voter ID card
    - Driving License
    - Aadhaar Card
    - Senior Secondary result/certificate with DOB and photo (for university hires only)
- In the absence of Passport and Pan card, apply for the same immediately and carry any one of the following as mentioned above to complete on boarding process.
- Disability certificate - If you have stated in your application to IBM that you are differently abled, please bring the disability certificate as per the prescribed format, duly filled & signed.
- Name change document - If you have ever changed your name at any point of time, and for any reason whatsoever. Valid Indian Work Permit, if applicable.
- Education documents (for university hires only) - Degree certificate and all year mark sheets for the highest degree attained.

Please contact us via eschoolhiring@in.ibm.com for any queries regarding your employment offer.

The other terms and conditions of the offer are as follows:

- Your employment with the Company is at all times subject to you having a valid work permit from the Government of India. It is your responsibility to obtain and maintain throughout your employment a valid work permit. A copy of the work permit needs to be furnished by you on the date of on boarding, failing which you will not be permitted to join.
- You are required to join work at your onboarding location, where you may be assigned to a specific training stream based on business requirements. You will undergo training at a specified location for a specified duration of time. (Your training location and the duration of training may change due to business requirements). You will be expected to undergo your training in any skill at the discretion of the Company.
- You acknowledge that the technology industry undergoes rapid transformations and structural changes. In this context, IBM frequently enters into agreements with other entities, including outsourcing arrangements, transitions, mergers, acquisitions, divestitures and other corporate actions. If any such action relates to your role / position, you agree to cooperate with IBM and take any necessary steps to ensure a smooth transition.

- After the successful completion of the training program, you are expected to join your allocated posting in any location across India as specified by the Company. This may be different from your joining location. Please also note that, your services are transferable and you may be assigned to any office of IBM, a subsidiary, or associate company, or may be required to work out of a client location. In such case, you will be governed by the policies of that location. Any refusal to take up the assignment or projects assigned to you for any reason whatsoever, including location preferences, will be deemed to be a refusal to follow instructions of the Company, and may result in strict action against you, including termination of your services with the Company.
- (Note: It is clarified that IBM may also require you to work from any such offices within the same city (or, in the case of employees working in the National Capital Region, may require you to work from any such offices at Noida, Delhi or Gurgaon)).
- Your offer is contingent upon you agreeing to authorize IBM to recover a sum of INR 100000/- (Rupees One Lakh Only) as cost incurred towards your training during the course of your employment, in the event your services with IBM are terminated for whatever reason, including your resignation from services, within a period of 12 months from the date of your joining IBM or if you are absconding from work for a period of 8 days which will lead to eventual termination of your employment.
- Your appointment and continued employment at IBM is conditional upon satisfactory reference & background checks including verification of your application materials, education and employment history. Your employment is also contingent upon your ability to work for the Company without restriction (i.e. you do not have any non-compete obligations or other restrictive clauses with any previous employer). If any information furnished by you in your application for employment or during the selection process is found at any time during your employment to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice or compensation.
- Your designation may be changed at the discretion of the Company depending on the work assigned to you.
- You may be required to travel on Company work and you will be reimbursed expenses as per Company policy.
- If you are absent for a continuous period of 8 days without leave or obtaining your manager's approval, you will be deemed to have voluntarily terminated your service without notice.
- You will be on probation until your successful completion of the probationary period is confirmed in writing. The normal probation period is [1] year but may be extended or confirmed earlier based on your performance and at your manager's discretion. At any time during your probationary period, either you or the Company may terminate your service by giving 30 days notice or basic salary in lieu thereof.
- You may be required to undergo certain training and assessments from time to time. You are expected to successfully complete the training and pass the assessment(s) to the satisfaction of IBM. Failure to pass these assessments, as determined solely by the company will be deemed as a failure to comply with the standards of performance required by the company.
- Upon completion of your probation period and confirmation as a regular employee, you or the Company may terminate your service at any time by giving 90 days notice or basic salary in lieu thereof. However due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period. You shall not be

deemed to have been relieved of your services except upon issue of a letter by the Company to that effect.

- IBM encourages and fosters a culture of strong performance from its employees. Accordingly, during your service with IBM, you will be required to comply with the following:
    - The Company presents multiple opportunities across technologies to support employees develop their skills and build their career. You shall maintain a satisfactory level of performance at all times.
    - You agree to utilize IBM's resources, materials and training programs as applicable, and shall ensure that your skills are at all times current and relevant to IBM's business.
    - You may be required to undergo certain training and assessment programs from time to time and shall complete the same to the satisfaction of IBM.
    - You also understand and acknowledge that IBM requires its employees to be productively and effectively utilized at all times. IBM maintains listings of open positions on its internal job postings page. If you are no longer deployed on a project/ assignment, you shall search for positions that are commensurate with your skills and experience and ensure you are effectively utilized. If selected for such positions, your movement to these positions will be subject to IBM's processes and policies.
    - You will be aware that the Company works on a round the clock model depending on customer needs. You hereby consent, should your role require it, to working on any shift, including night shift, to support the business requirements of the Company.
    - Your compliance with the above terms and conditions shall be reviewed from time to time, and shall be an integral condition of your continued employment with IBM.
- You will retire from the services of the Company on attaining 58 years. Retirement action will be performed one day prior to the last working day of the retiring month.
- Upon your resignation or retirement from the Company or termination of your services, you are required to return all assets and property of the Company such as documents, machines, data, files and books etc. (including but not limited to leased properties).
- Any and all of the terms and conditions of service may be modified or changed at the Company's discretion.
- Your individual remuneration is strictly confidential and is detailed in Annexure A. It has been determined based on numerous factors such as your job, skills-specific background, and professional merit. This information and any changes made therein should be treated as personal, confidential and should not be disclosed to any person without IBM's prior written authorization.
- You will, by default, be enrolled in IBM's Group Mediclaim Insurance Policy, unless you choose to opt out. A nominal premium will be charged to you for the same, for as long as you participate in the Policy. All benefits as outlined herein and in IBM policies are subject to change at the Company's discretion. You will be entitled to privilege leave in accordance with the Company's policy as applicable from time to time.
- It is your responsibility to notify the Company of any changes in your personal information within 3 working days. All notices shall be considered duly and properly delivered to the address on file with the Company.
- During your service with the Company, you are expected to devote your whole time and attention to the Company's affairs and refrain from directly or indirectly engaging in any other employment or business in any role or capacity.

- Information pertaining to IBM operations and intellectual property is confidential as detailed in Annexure B. You will also be bound by more specific non-disclosure agreements on sensitive issues based on business requirements. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and indemnify the Company against any breach thereof.
- All employees are required to read and comply with IBM's Business Conduct Guidelines and sign a statement to this effect. Any breach of the Guidelines or the terms and conditions of employment may result in termination of your services without notice or compensation.
- If any information furnished by you in your application for employment or during the selection process is found at any time during your employment to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice or compensation.
- You hereby agree to abide by all the rules and regulations of the Company and accept the policies and processes of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the rules, regulations or policies and the same shall be binding on you.
- This offer is conditional upon your having a valid Passport. If you do not have a passport as of the date of this offer, you are required to apply for one immediately and produce the relevant acknowledgement on the day of your on boarding. Should you be denied a passport or if you are otherwise unable to produce a copy of your passport, IBM shall be entitled to terminate your employment for cause. It is a condition of your employment that you have a valid passport at all times.
- You will be required to register your profile with National Skills Registry once you join IBM. The details on the National Skills Registry are available on www.nationalskillsregistry.com .To complete the registration process, you will be required to submit a photograph, a photo identity proof and registration fee of INR 300 + (Service taxes as applicable) - which includes INR 50/- annual usage fee at the POS (Point of Service) helpdesk at IBM office Registration with National Skills Registry is mandatory and should be completed within 30 days from your date of joining.
- You will be required to provide the Aadhaar Number on the day of onboarding and the same must be updated on the HR Systems mandatorily within 30 days of your onboarding. Please do ensure that the name as per Aadhaar is exactly the same as the name given by you to IBM , and that appears on this employment contract. In case there is a mismatch please have the same rectified with Aadhaar authority (UIDAI) prior to onboarding.
- You shall be entitled to the following benefits when you join at the training location. These amounts are subject to applicable income taxes, and shall not be considered a part of your salary for the purpose of any statutory deductions:

  Settling in Allowance - A one-time amount of INR 25000 towards settling-in allowance will be paid to you upon joining the Company. The payment timeline is subject to the date of joining and the company payment cut-off date. For example: if your date of joining is between 1st to 10th of the month then the payment will be processed in the same month of joining else it will be processed in the subsequent month of joining. This amount is intended to offset any and all expenses applicable during the joining process of the employee (e.g., relocation expenses like travel, stay, conveyance etc. during initial training and first project deployment post training) - no additional amounts are payable or reimbursable. This amount will be paid as a fixed lump sum amount in your payroll and you will not be required to submit receipts for any expenses incurred. Please note that this settling-in allowance is subject to appropriate income tax deductions as per applicable law. If you resign from IBM, or your

employment is terminated for any reason, within 1 year from your joining date, you agree that you will repay the entire settling in allowance to IBM. You may be required to repay to IBM any taxes that were deducted from your settling in allowance and paid to the income tax authorities, subject to applicable law, and if such amounts cannot be reclaimed by IBM, IBM may recover all such amounts from your final settlement.

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ANNEXURE A

DATE	June 10, 2021		
NAME	Immadisetty Chaitanya Kumar	BAND	06G
DESIGNATION	Associate System Engineer	LOCATION	Bangalore
Compensation Components		IBM Offer (in INR)	
1. Annual Basic Salary		180000	
2. Annual Flexible Benefit Plan (FBP)		214760	
3. Annual Reference Salary (ARS)		394760	
4. Retirals			
a) Provident Fund (PF)		21600	
b) Gratuity @ 4.8%		8640	
5. Annual Reference Salary + Retirals		425000	

Growth Driven Profit-sharing (GDP), an annual profit distribution scheme, is another important part of your compensation opportunity and is designed to support a team oriented, high-performance work culture. Further details of the program will be made available to you upon joining IBM. Please note: IBM reserves the right, in its sole discretion, to amend, change, suspend, or terminate the Growth Driven Profit-sharing program at any time, including, but not limited to, changing how the profit sharing pool is allocated or altering the payment amount at the region or country level based on unanticipated business issues or extenuating circumstances.

The Company presently has a Performance Award Program (PA). Further details of the Performance Award Program will be made available to you upon joining IBM. Please note: IBM reserves the right in its sole discretion to amend, change, suspend, or terminate Performance Award Program at any time.

You agree to the Company adjusting the statutory bonus amount, if any, under the Payment of Bonus Act, 1965, against payments made under the Company's profit distribution schemes GDP & PA.

OTHER BENEFITS:

- By default, you will be enrolled in the Group Mediclaim Policy. You need to enroll your immediate family (Spouse & up to Four Children) within 45 days of joining. If you wish to do so, a nominal premium for covering you and your family will be charged to you unless you choose to opt out for yourself and family.
- Group Term Life and Accident Rider Coverage

OTHER COMMITMENTS/ CONDITIONS

The impact of today's technology and pace of change is tremendous. We hope you're as excited as we are to play a part in that revolution. At IBM, we're changing the world every day and we will be delighted to have you as part of our team. To confirm your acceptance of this offer letter on the terms and conditions specified herein, please sign in the space specified below and return the signed copy to IBM on your on boarding day.

Signed By - IBM Authorized Signatory
Talent Acquisition Leader ISA



ACCEPTANCE OF APPOINTMENT TERMS AND CONDITIONS (TO BE UPDATED BY THE CANDIDATE ON THE DATE OF JOINING))

I agree that I have read, understand, and accept employment with IBM under the terms and conditions stated above. By signing on this offer, I also agree and acknowledge that this offer letter does not require a physical signature, and the issuance of this offer of employment to me, my acceptance of this offer, and IBM's acknowledgment of the same and the affixing of a signature by the IBM representative shall be adequate to constitute a valid contract of employment between IBM India Pvt Ltd. and me. (Please sign below to confirm that you agree with the terms and conditions stated in this offer.)

SIGNATURE

PRINTED NAME

DATE OF JOINING

DATE

VERIFIED BY (FOR OFFICE USE ONLY - TO BE UPDATED BY ON BOARDING SPECIALIST)

SIGNATURE

PRINTED NAME

DATE

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Explanation of Compensation Components

Component	Summary Explanation*
1. Basic Salary	The fundamental salary component to which many other compensation components are linked.
2. Flexible Benefit Plan (FBP)	The FBP allows employees to choose a benefit basket that suits their needs. For certain elements, employees may avail of tax exemptions as per prevailing tax laws. The elements are listed below.
(a) Leave Travel Allowance (LTA)	LTA can be used for up to maximum of economy class airfare twice during a 4 year period as per Income tax rules.
(b) House Rent Allowance	Maximum 50% of Basic Salary per annum. To be used for house rent.
(c) "Flat" Allowance	Remaining FBP funds and is a taxable amount.
3. Retirals	These elements of compensation are not paid out until later when certain conditions are met.
(a) Provident Fund (PF)	12% of Basic Salary is contributed to the Provident Fund.
(b) Gratuity	4.8% of Basic Salary, which denotes the company's contribution to the Gratuity Fund based on actuarial calculations. You are not entitled to this amount as a cash component as this is intended to be a retiral benefit. Gratuity is payable to you as per the IBM Gratuity Trust Fund Rules and the Payment of Gratuity Act, 1972, on cessation of your employment after at least 5 years of continuous service with the Company. The amount of gratuity payable shall not exceed Twenty Lakh rupees (INR 2,000,000).
(c) ESIC	Until your monthly wages are up to INR 21,000/- per month, or such other amount prescribed by law, you will be covered under Employee State Insurance Act, 1948 (ESIC) and will be entitled to avail benefits under the same.
Annual Reference Salary	Annual Basic Salary + Annual FBP

**For detailed information please refer to Company policies, which are subject to change from time to time.*

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Other Benefits- Additional Information*

Group Term Life and Accident Rider Coverage Scheme

Group Term Life Insurance Plan:

This is a company paid benefit which provides group term life coverage to all employees of IBM India Pvt. Ltd. The benefit basis for life coverage is sixty times monthly basic salary subject to a minimum and a maximum coverage as stated in the policy. The coverage is subject to completion of the Insurance Company's prescribed insurance underwriting procedure and awarding of coverage by the insurance company. Coverage applies world-wide, 24 hours a day.

Group Personal Accident Plan:

This is a company paid benefit which provides group personal accident coverage to all employees of IBM India Pvt. Ltd. The benefit basis for accident coverage against permanent total disability, permanent partial disability and dismemberment is sixty times monthly basic salary subject to a minimum and a maximum coverage as stated in the policy. Coverage applies world-wide, 24 hours a day.

Group Mediclaim Insurance Policy for Self and nuclear family (spouse and up to 4 children)

By default, you will be enrolled in the Group Mediclaim Policy from the date of your joining with a coverage of up to INR 3 Lakh per year under Family Floater plan. As part of that, you can also enroll your immediate family (Spouse & up to Four Children) through our Third-Party Administrator's (TPA) website within 45 days of your joining. If you decide to avail Mediclaim insurance policy, there will be an applicable Co-share of premium deduction from your salary. If you wish not to be covered, you may choose to opt out within 45 days of joining. You have the option of enhancing this cover up to a maximum of INR 10 Lakh per year (incremental premium to be borne by employee).

You also have the opportunity of purchasing insurance coverage for your parents. This is on an individual coverage basis and the premium incurred is to be borne by you.

Mid-term inclusion of only new born babies (within 45 days of the child birth) and newly married spouse (within 45 days from the date of marriage) is allowed. The insurance coverage for the newly acquired dependent (spouse/child) will be with effect from the date of event (marriage/ birth whichever is applicable) *

**Subject to enrolling the new dependent within 45 days from the date of event.*

All hospitalization claims under the Medical Insurance Policy pertaining to employee is borne by insurer at 90:10%. Claims pertaining to dependents (spouse, children and parents) will be borne by insurer and employee on a 80% : 20% basis.

Critical Illness Buffer

This benefit is provided to help you and your nuclear family in times of medical emergencies. If an employee, spouse or child is diagnosed with any of the illnesses defined under the "Critical Illness Buffer" criteria, you can also be eligible for an additional amount of INR 7 Lakh for required treatment once the Family Floater and any additional cover (if taken) is exhausted. This is subject to available Corporate Buffer and policy T&C.

Domiciliary Benefit

Domiciliary expenses on out-patient care for employee, spouse and children up to a maximum of INR 10,000/- (at 50% Co-pay) is also provided to employees who participate in the Group Mediclaim Insurance Policy.

National Pension System (NPS)

NPS is a voluntary defined contribution-based scheme option provided to all IBM India Regular employees. It's a tax saving retirement vehicle for which you can enroll by declaring your monthly contribution, minimum Rs. 500 per month and maximum of 10% of your Flexible Benefit Plan, on IBM Intranet. You can find more details about this program on IBM intranet.

Compensation under Employees Compensation Act

All IBM employees are entitled for compensation under the Employee's Compensation Act, 1923, as amended from time to time. The compensation under the Act will be inclusive of the coverage amount under Group term Life Insurance Plan and shall be paid under following circumstances:

a) incase of personal injury caused to an employee by an accident arising out of and in the course of his employment resulting in total or partial disablement of the employee for a period exceeding three days. Provided that the accident is not directly attributable to the employee having being under the influence of drink or drugs or willfully disobedience of any order expressively given for the safety of employees or willfully removal or disregard of any safety guard or other device provided for the purpose of securing safety of employees.

b) Incase of any injury resulting in Death or permanent total disability.

c) Incase of occupational disease as defined under the Act.

** For detailed information, please refer the Company's Intranet. Company benefits and policies are subject to withdrawal; change from time to time at the sole discretion of the Company and without the need of any prior notice to the employees.*

Important Letter on Transfer / Relocation / Type of Work Assigned

Date - June 10, 2021

Dear Immadisetty Chaitanya Kumar,

This letter reiterates some of your obligations with respect to your employment with IBM India Pvt Ltd., and contains important information on your initial training and work assignment.

You are required to join at BANGALORE where you may be allocated to a specific training stream based on the organization's business requirements. You will undergo training at BANGALORE for a specified duration of time. You will be expected to undergo the training in any skill or technology at the discretion of the organization.

After the successful completion of the training program, you may be deployed on work and are expected to work at the allocated posting in any location across India as specified by the organization. This may be different from your joining / training location. The type of work assigned may vary from one assignment to the other.

Please also note that, your services are transferable, and you may be assigned to any office of IBM, a subsidiary, or associate company. In such case, you will be governed by the policies of that location. Any refusal to take up the specific assigned location /assignment / projects / type of work assigned to you will be viewed as a refusal to follow instructions of the Company, may result in strict action against you and could result in your termination from the services of the organization. (Note: It is clarified that IBM may also require you to work from any such offices within the same city (or, in the case of employees working in the National Capital Region, may require you to work from any such offices at Noida, Delhi or Gurgaon)).

We wish you all the best for a rewarding career with IBM India. If you have any queries, please write to eschoolhiring@in.ibm.com

Please sign on a copy of this letter and return the same to On-Boarding coordinator, to indicate your understanding and acknowledgement of the contents of this letter Signature.

Signature.

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ANNEXURE B - NON-DISCLOSURE AGREEMENT

Agreement Regarding Confidential Information, Intellectual Property, and Other Matters

Serial # :_____ Date Of Hire : __ __ / __ __ / __ __ __ __

In consideration of my employment or my continued employment by International Business Machines Corporation or one of its subsidiaries or affiliates (collectively, "IBM"), which I acknowledge is employment at will, and the payment to me of a salary or other compensation during my employment, I agree as follows:

1. I will not, without IBM's prior written permission, disclose to anyone outside of IBM or use in other than IBM's business, either during or after my employment, any confidential information or material of IBM, or any information or material received by IBM in confidence from third parties, such as suppliers or customers. If I leave the employ of IBM or at the request of IBM, I will return to IBM all property in my possession belonging to IBM or received by IBM from any third party, whether or not containing confidential information and whether stored on an IBM owned asset or a personally owned asset, including, but not limited to, electronic data, electronic files, diskettes and other storage media, drawings, notebooks, reports, and any other hard copy or electronic documents or records. No employee is prohibited from reporting possible violations of law or regulation to a government agency, as protected by law.

Confidential information or material of IBM is any information or material: (a) generated or collected by or utilized in the operations of IBM; received from any third party; obtained from an entity IBM acquired or in which IBM purchased a controlling interest (including information or material received by that entity from a third party); or suggested by or resulting from any task assigned to me or work performed by me for or on behalf of IBM; and (b) which has not been made available generally to the public, whether or not expressed in a document or other medium and whether or not marked "IBM Confidential" or with any similar legend of IBM or any third party. Confidential information or material may include, but is not limited to, information and material related to past, present and future development, manufacturing activities, or personnel matters; marketing and business plans; pricing information; customer lists; technical specifications, drawings, and designs; prototypes; computer programs; and databases.

2. (a) During my employment with IBM and for two years following the termination of my employment from IBM for any reason, I will not directly or indirectly within the Restricted Area solicit, or attempt to or participate or assist in any effort to solicit, any employee of IBM to be employed or perform services outside of IBM. For purposes of this Paragraph 2(a), "Restricted Area" shall mean any geographic area in the world in which I worked or for which I had job responsibilities, including supervisory responsibilities, during the last twelve (12) months of my employment with IBM. Also, for purposes of this Paragraph 2(a), "employee of IBM" shall mean any employee of IBM who worked within the Restricted Area at any time in the 12-month period immediately preceding any actual or attempted solicitation.
(b) I agree that during my employment with IBM and for one year following the termination of my employment for any reason, I will not directly or indirectly solicit for competitive business purposes any customer with which I was directly or indirectly involved as part of my job responsibilities during the twelve (12) months prior to the termination of my employment with IBM. This paragraph 2(b) does not apply to any IBM employee whose work location as reflected in IBM records is within the state of California.

I acknowledge that IBM would suffer irreparable harm if I fail to comply with Paragraph 2(a) or (b), and that IBM would be entitled to any appropriate relief, including money damages, equitable relief and attorneys' fees.

3. I will not disclose to IBM, use in its business, or cause it to use, any information or material which is confidential to any third party unless authorized by IBM. In addition, I will not incorporate into any product used and/or sold by IBM, any copyrighted materials or patented inventions of any third party, unless authorized by IBM pursuant to Paragraph 5.

4. I will comply, and do all things necessary for IBM to comply, with (a) the laws and regulations of all governments under which IBM does business, (b) the provisions of contracts between any such government or its contractors and IBM that relate to intellectual property or to

the safeguarding of information, and (c) IBM's corporate directives, including, without limitation, policies and information technology security standards issued from time to time as well as the IBM Business Conduct Guidelines as amended from time to time.

5. I hereby assign to IBM my entire right, title, and interest in any idea, concept, technique, invention, design (whether the design is ornamental or otherwise), computer programs and related documentation, other works of authorship, mask works, and the like (all hereinafter called "Developments"), hereafter made, conceived, written, or otherwise created solely or jointly by me, whether or not such Developments are patentable, subject to copyright or trademark protection or susceptible to any other form of protection which: (a) relate to the actual or anticipated business or research or development of IBM or its subsidiaries or (b) are suggested by or result from any task assigned to me or work performed by me for or on behalf of IBM or its subsidiaries.

If, by operation of law such right, title, and interest in Developments vest in IBM upon creation, I acknowledge that such right, title, and interest belong to IBM. Also, I hereby assign to IBM my entire right, title and interest in any such Developments that were or are suggested by or a result of any task assigned to me or work performed by me for or on behalf of any entity that IBM acquired or in which IBM purchased a controlling interest to the extent that any such right, title and interest is not already owned by said entity.

In the case of any "other works of authorship", such assignment or ownership shall be limited to those works of authorship which meet both conditions (a) and (b) above.

California Notice: For Developments subject to California law, notwithstanding anything above to the contrary, I understand that this assignment does not apply to a Development which qualifies fully under the provisions of Section 2870 of the California Labor Code. The above provisions concerning assignment or ownership of Developments apply to Developments created while employed by IBM in an executive, managerial, professional, product or technical planning, technical, research, programming, or engineering capacity (including development, product, manufacturing, systems, applied science, and field engineering) or otherwise.

The assignment of Developments in this Paragraph 5 shall exclude any Developments in which I have a right, title, or interest and that were, prior to my employment with IBM, (1) conceived and/or made solely or jointly by me; (2) written wholly or in part by me; or (3) expressly stated in an agreement that I executed with another party which precludes an assignment to IBM (collectively, these exceptions to assigned Developments hereunder shall be known as “Excluded Developments”). Further, I acknowledge that I will not use or cause to be used, any Excluded Developments in IBM’s business, research or development without a written or email authorization to do so from both my first and second line manager. For the avoidance of doubt, Excluded Developments shall not comprise any Developments that were or are suggested by or resulted from any task assigned to me or work performed by me for or on behalf of any entity that IBM acquired or in which IBM purchased a controlling interest, unless assignment of my right, title, and interest in the Development is governed by an agreement executed prior to my IBM employment.
I hereby identify any and all Excluded Developments which are not published in a searchable public database (e.g. United States Patent & Trademark Office). In the following table I have provided a brief non-confidential description that sufficiently identifies the Excluded Development (e.g. title of publication), the creation date of the Excluded Development, and to the extent my rights to the Excluded Development are governed by an agreement, the other named party to the agreement and the date the obligation terminates.

If I do not have any Excluded Developments to declare I have left the following table blank or have written “None,” “Non/Applicable,” or a similar designation.

Description of Excluded Development	Date Created	Named Party/Termination Date

Additional pages may be attached, as appropriate to identify other Excluded Developments, if any. IBM requires you to disclose Excluded Developments in this Paragraph 5. If you wish to interest IBM in any Excluded Development, you may contact the Intellectual Property and Licensing Department at Corporate Headquarters, which will provide you with instructions for submitting it to IBM.

6. In connection with any of the Developments assigned by Paragraph 5: (a) I will promptly disclose them in writing to the IBM

Intellectual Property Law Department; and (b) I will, on IBM's request, promptly execute a specific assignment of title to IBM or its designee, and do anything else reasonably necessary to enable IBM or such designee to secure a patent, copyright or other form of protection therefore in the United States and in other countries. In addition, I agree to promptly notify the IBM Intellectual Property Law Department in writing of any patent or patent application in which I am an inventor but which is not assigned by Paragraph 5 and which discloses or claims any Development made, conceived, or written while I am employed by IBM.I also agree to promptly notify the IBM Intellectual Property Law Department if, after I leave the employ of IBM, I am contacted by anyone or any entity outside of IBM regarding any transaction, legal or governmental proceeding, litigation or other legal dispute concerning or relating to any of the Developments assigned by Paragraph 5.

7. IBM and its licensees, successors, or assigns (direct or indirect) are not required to designate me as an author of any Development which is subject to Paragraph 5, when it is distributed, publicly or otherwise, or to secure my permission to change or otherwise alter its integrity. I hereby waive and release, to the extent permitted by law, all rights in and to such designation and any rights I may have concerning modifications of such Developments.

I understand that any rights, waivers, releases, and assignments herein granted and made by me are freely assignable by IBM and are for the benefit of IBM and its subsidiaries, licensees, successors, and assigns.

8. I agree that IBM, its services providers and other third parties authorized by IBM will collect, use, store, make available to those who have a need-to-know, and otherwise process my personal information to establish, maintain and terminate my employment relationship with IBM and for other legitimate business purposes, anywhere in the world. Such personal information, whether provided to IBM, its service providers, or third parties directly by me or otherwise gathered, includes my name, photo, contact information, skills, compensation, performance, usage of IBM assets, background check results, bank account information, and disability or medical information.

I will not use for unauthorized purposes nor share with any unauthorized parties, either during or after my employment, any personal information about others to which I may have access during my employment at IBM.

IBM provides numerous opportunities for social computing through blogs, wikis, social networks, virtual worlds and other social media. I agree to comply with all IBM policies and practices regarding use of social computing tools and I understand that I am personally responsible for the content I post on any social computing tools (whether on IBM’s internal platforms or on third party sites) and that any information I post, including any of my personal information, may be made broadly available to others, potentially inside or outside IBM, who have access to these tools.

9. The term “subsidiaries,” as used in this Agreement, includes any entity owned or controlled, directly or indirectly, by International Business Machines Corporation.

10. The term "employment at will," as used in this Agreement, means the employment at the mutual consent of both me and IBM. Accordingly, either IBM or I can terminate the employment relationship at will, at any time, with or without cause or advance notice. However, this clause does not relieve me of my responsibility to serve the notice period in accordance with my terms of employment, in the event of my resignation from the services of IBM.

11. This Agreement supersedes all previous oral or written communications, representations, understandings, undertakings, or agreements relating to the subject matter hereof, except as expressly agreed otherwise by IBM in writing upon my hire or transfer of employment to IBM. Any waiver of a term in this Agreement and any amendment to this Agreement may only be made in a writing signed by the Senior Vice President of Human Resources for International Business Machines Corporation and myself.

12. This Agreement shall be governed by the laws of India. If any provision of this Agreement is unenforceable at law, the remainder shall remain in effect. I recognize that any violation of my obligations described herein would cause IBM to suffer irreparable harm and can result in disciplinary action, including dismissal from IBM, and any other appropriate relief for IBM including money damages, equitable relief and attorneys fees.

13. This Agreement shall constitute a part of my terms of employment with IBM, and is executed contemporaneously with my offer of employment/ employment contract with IBM.

My agreement, and my acknowledgment of receipt of a copy of this Agreement, are indicated by my signature below.

Employee's Full Name	Employee's Signature	Employee Serial No.	Date

COVID-19: IBM Initiatives for Employees and Communities

As we navigate the COVID-19 pandemic, IBM has taken a series of initiatives to help and support our employees and their family members in this challenging environment. The health and safety of IBMers, partners, and clients is our top priority.

We have put together a comprehensive support plan for our employees and their families to tide through this pandemic.

Employee Well-being and Safety

- **Vaccination for all IBMers:** Vaccination camps will be opened (in line with Government regulations and availability of vaccines) in all major cities with IBMer populations. IBMers and their family members will have the option of getting vaccinated at hospital centers or camps at selected IBM locations. We are working closely with the concerned authorities on this
- **Dedicated 24X7 Medical Helpline with Portea:** IBM has launched a dedicated helpline through Portea Health Care Services - for a variety of services including doctor consultation, medical/home care services, and testing services. This helpline is the first point of contact for support for any medical help.
- **Access to Oxygen Concentrators**
  IBM has procured oxygen concentrators to support IBMers and their family members. We have partnered with Portea Health Care Service to deploy these oxygen concentrators across Bangalore, NCR (Delhi, Gurgaon, Noida), Kolkata, Chennai, and Hyderabad.
- **Eldercare Support with Samarth:** IBM has partnered with Samarth, one of India's leading organizations supporting the elderly by creating a COVID care system. Samarth will help the elders deal with the pandemic by providing 24/7 emergency assistance, home care resources, medicines, doctor tele-consultations, food services, oxygen, and requirement for other equipment as needed.
- **COVID Care Center:** We have worked with Apollo Hospital to offer medically supervised "step down" facilities at designated hotels in every major city where IBMers and immediate family members can quarantine in case it's not feasible at home.
- **Emergency Transport for Medical Needs:** We are offering an emergency transport facility 24x7 for medical requirements for both employees and their immediate family members who are COVID-19 positive (for transport to a medical facility) and those who are COVID-19 negative (for procuring medical supplies or attend to impacted family members).
- **Additional Insurance Coverage:** IBM is providing additional insurance coverage for each insured employee and their covered dependents (spouse and children) for up to Rs. 5 Lakhs per member covered.

- **Meal Delivery Service**
  We have tied up with HungerBox for the delivery of freshly prepared meals, ensuring the highest levels of hygiene and safety measures. The service is currently available in Bangalore, NCR, Hyderabad, Chennai, Kolkata, Mumbai, Pune, and Vishakhapatnam.

Leverage the Power of Tech for good

- **COVID Assist:** We have launched COVID Assist, a Watson Assistant powered AI bot, to channelize the requests around critical resources such as ambulance, oxygen, medicine, hospital beds, in an efficient manner. It will also help you connect with the IBM Squad volunteers on ground.

Mobilizing the collective power of the IBMers

- **IBMer volunteer COVID squads :** We have organized squad groups staffed by IBMer volunteers to take service requests and match them to verified sources of available resources - Hospital Beds, ICUs, Oxygen requirements, ambulances, medicines, and more. With over 2000 volunteers already signed up, this is really making a difference to quickly triage requests and ensure that needs are matched to resources available nationally.
- While we do this, employee health and well-being remain a key priority for us. We have set up several **employee support groups across cities** to provide employees with a platform to discuss issues, challenges, concerns and coping mechanisms such as managing stress, staying active and promoting self-care. Covid Warrior stories to energise teams.
- IBM has partnered with United Way of India to drive an employee giving campaign. Employees can donate financially to the NGO and they in turn are working with several partners at the ground level to provide critical and emergency care for the community.
- IBMers are volunteering to become first responders on Covid-19 helplines through a collaboration with StepOne. StepOne is an NGO having an interface with 18 state governments and is helping to train & deploy volunteers to respond to queries on the government helpline.

Leveraging our voice and influence to rally global support

- IBM is playing a key role in **Global Task Force on Pandemic Response** launched by the US Chamber of Commerce to aid India and other Covid-19 Hot-Spots. This includes Sourcing, shipping and delivering 1,000 ventilators; 25,000 oxygen concentrators and working with local partners to fund emergency hospital beds in communities where our teams live and work.

In addition, we are also closely engaged with the government and government agencies in India to offer our support and we are ready to do more.

Given the dynamic pandemic situation, IBM is constantly revising and updating any initiatives it has put in place to respond to the pandemic, And any of these programs and policies may be changed or withdrawn by IBM at its sole discretion. Please reach out to your HR contact to understand the current measures in place at IBM.

August 7, 2019

IBM India Private Limited
Manyata Embassy Business Park,
G2 Block, Nagwara Outer Ring Road,
Bangalore - 560045, India.
Tel : 91-80-49139999
http://www-07.ibm.com/in/careers/

Dear Kumar Ankush

The world is at a major turning point; technology is enabling entirely new forms of business operations, business models, industries and outcomes. We have exponentially more power to reach the full potential of our life's work than any humans before us. This is IBM's vision for the future.

We invite you to join us as a Associate - Technical Engineer, in band 04G to do your best work ever. You will be working alongside passionate IBMers, business & technology experts, who are constantly building their knowledge and expertise to find the best solutions to help our clients achieve their goals and create new possibilities.

At IBM you will experience an inclusive and collaborative culture where you can offer ideas and solutions, no matter your experience or area of expertise - you have an audience that listens from Day 1. You will have access to world-class learning opportunities to help you create the career you've always imagined. Join us and you'll be proud to call yourself an IBMer.

Your letter of employment is attached, for your review and acceptance. Please do not hesitate to reach out to us in case of queries or concerns. We look forward to hearing from you soon and welcome you to be a part of our team.



August 7, 2019

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Manyata Embassy Business Park,
G2 Block, Nagwara Outer Ring Road,
Bangalore - 560045, India.
Tel : 91-80-49139999
http://www-07.ibm.com/in/careers/

Dear Kumar Ankush

We are pleased to offer you the position of Associate - Technical Engineer, in band 04G at IBM India Pvt Ltd (IBM or Company). The terms and conditions of your employment contract at IBM are detailed below. Please read these important details carefully, including your compensation and benefits.

Further, this offer is contingent upon your obtaining the degree, consistent academic performance, minimum aggregate or equivalent of 65% in your highest completed education, failing which IBM may, at its sole discretion, withdraw this offer of employment

Acceptance and Commencement

Your appointment will be effective on your joining date, i.e August 9, 2019. Please contact us immediately if you require an alternative joining date. If you do not confirm your acceptance or we are unable to set an alternative date, this offer will be withdrawn.

To confirm your acceptance of this offer, you are required to:

- Accept this offer by selecting the 'accept' option at the bottom of the form. Please note that if you do not provide your acceptance, you will not be allowed to join on the joining date specified above.
- On your first day of employment, please report at 9:00 am to the Main Lobby located at DLF IT Park, Tower 1A,1/24-Shivaji Garden, Mount Poonamalee Rd, Ramapuram, Chennai-600089. You will meet with your Onboarding Specialist who will assist you with your joining formalities. If you have questions about your First Day Start Paperwork, send a mail to pronboar@in.ibm.com

On your joining date, please bring (i) 1 copy of this letter duly signed and dated by you (ii) 2 self-photographs (passport size, color with white background) (iii) One set of print outs of the completed on boarding forms & Originals (iv) Aadhaar number (If you do not have one, please apply immediately and provide the enrolment number on the day of onboarding). This is required to facilitate remittance of your provident fund to the Employees Provident Fund Organization, as well as for any other purposes that may be required by statutory and regulatory authorities. Please note that Aadhaar is currently not mandatory for employees who do not

hold an Indian passport, hence please notify us in advance if you fall within this category (v) Two sets of photocopies of the following mandatory documents:

- Relieving document from most recent employer - Relieving letter or service certificate or resignation acceptance e-mail with last working day (LWD) confirmation.
- Passport and Pan card- If you do not have a Passport or Pan card you need to bring one of the following IDs.
    - Voter ID card
    - Driving License
    - Aadhaar Card
    - Senior Secondary result/certificate with DOB and photo (for university hires only)
- In the absence of Passport and Pan card, apply for the same immediately and carry any one of the following as mentioned above to complete on boarding process.
- Disability certificate - If you have stated in your application to IBM that you are differently abled, please bring the disability certificate as per the prescribed format, duly filled & signed.
- Name change document - If you have ever changed your name at any point of time, and for any reason whatsoever. Valid Indian Work Permit, if applicable.
- Education documents (for university hires only) - Degree certificate and all year mark sheets for the highest degree attained.

Please contact us via eschoolhiring@in.ibm.com for any queries regarding your employment offer.

The other terms and conditions of the offer are as follows:

- Your employment with the Company is at all times subject to you having a valid work permit from the Government of India. It is your responsibility to obtain and maintain throughout your employment a valid work permit. A copy of the work permit needs to be furnished by you on the date of on boarding, failing which you will not be permitted to join.
- Your initial posting will be in CHENNAI, However, your services are transferable and you may be assigned to any other department, location or office of IBM, a subsidiary, or associate company as the Company may decide from time to time. Your project, designation or role may be changed at the discretion of the Company depending on the work assigned to you. In such case, you will be governed by the policies of that location and role.
- You acknowledge that the technology industry undergoes rapid transformations and structural changes. In this context, IBM frequently enters into agreements with other entities, including outsourcing arrangements, transitions, mergers, acquisitions, divestitures and other corporate actions. If any such action relates to your role / position, you agree to cooperate with IBM and take any necessary steps to ensure a smooth transition.
- Your appointment and continued employment at IBM is conditional upon satisfactory reference & background checks including verification of your application materials, education and employment history. Your employment is also contingent upon your ability to work for the Company without restriction (i.e. you do not have any non-compete obligations or other restrictive clauses with any previous employer). If any information furnished by you in your application for employment or during

the selection process is found at any time during your employment to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice or compensation.

- You may be required to travel on Company work and you will be reimbursed expenses as per Company policy.
- If you are absent for a continuous period of 8 days without leave or obtaining your manager's approval, you will be deemed to have voluntarily terminated your service without notice.
- You will be on probation until your successful completion of the probationary period is confirmed in writing. The normal probation period is [1] year but may be extended or confirmed earlier based on your performance and at your manager's discretion. At any time during your probationary period, either you or the Company may terminate your service by giving 30 days notice or basic salary in lieu thereof.
- Upon completion of your probation period and confirmation as a regular employee, you or the Company may terminate your service at any time by giving 90 days notice or basic salary in lieu thereof. However due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period. You shall not be deemed to have been relieved of your services except upon issue of a letter by the Company to that effect.
- IBM encourages and fosters a culture of strong performance from its employees. Accordingly, during your service with IBM, you will be required to comply with the following:
    - The Company presents multiple opportunities across technologies to support employees develop their skills and build their career. You shall maintain a satisfactory level of performance at all times.
    - You agree to utilize IBM's resources, materials and training programs as applicable, and shall ensure that your skills are at all times current and relevant to IBM's business.
    - You may be required to undergo certain training and assessment programs from time to time and shall complete the same to the satisfaction of IBM.
    - You also understand and acknowledge that IBM requires its employees to be productively and effectively utilized at all times. IBM maintains listings of open positions on its internal job postings page. If you are no longer deployed on a project/ assignment, you shall search for positions that are commensurate with your skills and experience and ensure you are effectively utilized. If selected for such positions, your movement to these positions will be subject to IBM's processes and policies.
    - You will be aware that the Company works on a round the clock model depending on customer needs. You hereby consent, should your role require it, to working on any shift, including night shift, to support the business requirements of the Company.
    - Your compliance with the above terms and conditions shall be reviewed from time to time, and shall be an integral condition of your continued employment with IBM.
- You will retire from the services of the Company on attaining 58 years. Retirement action will be performed one day prior to the last working day of the retiring month.
- Upon your resignation or retirement from the Company or termination of your services, you are required to return all assets and property of the Company such as documents, machines, data, files and books etc. (including but not limited to leased properties).

- Any and all of the terms and conditions of service may be modified or changed at the Company's discretion.
- Your individual remuneration is strictly confidential and is detailed in Annexure A. It has been determined based on numerous factors such as your job, skills-specific background, and professional merit. This information and any changes made therein should be treated as personal, confidential and should not be disclosed to any person without IBM's prior written authorization.
- You will, by default, be enrolled in IBM's Group Mediclaim Insurance Policy, unless you choose to opt out. A nominal premium will be charged to you for the same, for as long as you participate in the Policy. All benefits as outlined herein and in IBM policies are subject to change at the Company's discretion. You will be entitled to privilege leave in accordance with the Company's policy as applicable from time to time.
- It is your responsibility to notify the Company of any changes in your personal information within 3 working days. All notices shall be considered duly and properly delivered to the address on file with the Company.
- During your service with the Company, you are expected to devote your whole time and attention to the Company's affairs and refrain from directly or indirectly engaging in any other employment or business in any role or capacity.
- Information pertaining to IBM operations and intellectual property is confidential as detailed in Annexure B. You will also be bound by more specific non-disclosure agreements on sensitive issues based on business requirements. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and indemnify the Company against any breach thereof.
- All employees are required to read and comply with IBM's Business Conduct Guidelines and sign a statement to this effect. Any breach of the Guidelines or the terms and conditions of employment may result in termination of your services without notice or compensation.
- If any information furnished by you in your application for employment or during the selection process is found at any time during your employment to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice or compensation.
- Your offer is contingent upon you agreeing to authorize IBM to recover a sum of Rs 100000 (Rupees One Lakh Only) as cost incurred towards your training during the course of your employment, in the event your services with IBM are terminated for whatever reason, including your resignation from services, within a period of 12 months from the date of your joining IBM or if you are absconding from work for a period of 8 days which will lead to eventual termination of your employment.
- You hereby agree to abide by all the rules and regulations of the Company and accept the policies and processes of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the rules, regulations or policies and the same shall be binding on you.
- This offer is conditional upon your having a valid Passport. If you do not have a passport as of the date of this offer, you are required to apply for one immediately and produce the relevant acknowledgement on the day of your on boarding. Should you be denied a passport or if you are otherwise unable to produce a copy of your passport, IBM shall be entitled to terminate your employment for cause. It is a condition of your employment that you have a valid passport at all times.
- You will be required to register your profile with National Skills Registry once you join IBM. The details on the National Skills Registry are available on www.nationalskillsregistry.com .To complete the registration process, you will be required to submit a photograph, a photo identity proof and

registration fee of INR 300 + (Service taxes as applicable) - which includes INR 50/- annual usage fee at the POS (Point of Service) helpdesk at IBM office Registration with National Skills Registry is mandatory and should be completed within 30 days from your date of joining.

- You will be required to provide the Aadhaar Number on the day of onboarding and the same must be updated on the HR Systems mandatorily within 30 days of your onboarding. Please do ensure that the name as per Aadhaar is exactly the same as the name given by you to IBM , and that appears on this employment contract. In case there is a mismatch please have the same rectified with Aadhaar authority (UIDAI) prior to onboarding.
- You shall be entitled to the following benefits when you join at the training location. These amounts are subject to applicable income taxes, and shall not be considered a part of your salary for the purpose of any statutory deductions:

  Settling in Allowance - A one-time amount of INR 25000 towards settling-in allowance will be paid to you upon joining the Company. The payment timeline is subject to the date of joining and the company payment cut-off date. For example: if your date of joining is between 1st to 15th of the month then the payment will be processed in the same month of joining else it will be processed in the subsequent month of joining. This amount is intended to offset any and all expenses applicable during the joining process of the employee (e.g., relocation expenses like travel, stay, conveyance etc. during initial training and first project deployment post training) - no additional amounts are payable or reimbursable. This amount will be paid as a fixed lump sum amount in your payroll and you will not be required to submit receipts for any expenses incurred. Please note that this settling-in allowance is subject to appropriate income tax deductions as per applicable law. If you resign from IBM, or your employment is terminated for any reason, within 1 year from your joining date, you agree that you will repay the entire settling in allowance to IBM. You may be required to repay to IBM any taxes that were deducted from your settling in allowance and paid to the income tax authorities, subject to applicable law, and if such amounts cannot be reclaimed by IBM, IBM may recover all such amounts from your final settlement.

IBM CONFIDENTIAL

ANNEXURE A

DATE	August 7, 2019		
NAME	Kumar Ankush	BAND	04G
DESIGNATION	Associate - Technical Engineer	LOCATION	CHENNAI
Compensation Components		IBM Offer (in INR)	
1. Annual Basic Salary		180000	
2. Annual Flexible Benefit Plan (FBP)		154459	
3. Annual Reference Salary (ARS)		334459	
4. Retirals			
a) Provident Fund (PF)		21600	
b) Gratuity @ 4.8%		8640	
5. Annual Reference Salary + Retirals		364699	

Growth Driven Profit-sharing (GDP), an annual profit distribution scheme, is another important part of your compensation opportunity and is designed to support a team oriented, high-performance work culture. Further details of the program will be made available to you upon joining IBM. Please note: IBM reserves the right, in its sole discretion, to amend, change, suspend, or terminate the Growth Driven Profit-sharing program at any time, including, but not limited to, changing how the profit sharing pool is allocated or altering the payment amount at the region or country level based on unanticipated business issues or extenuating circumstances.

The Company presently has a Performance Award Program (PA). Further details of the Performance Award Program will be made available to you upon joining IBM. Please note: IBM reserves the right in its sole discretion to amend, change, suspend, or terminate Performance Award Program at any time.

You agree to the Company adjusting the statutory bonus amount, if any, under the Payment of Bonus Act, 1965, against payments made under the Company's profit distribution schemes GDP & PA.

OTHER BENEFITS:

- By default, you will be enrolled in the Group Mediclaim Policy. You need to enroll your immediate family (Spouse & up to Four Children) within 45 days of joining. If you wish to do so, a nominal premium for covering you and your family will be charged to you unless you choose to opt out for yourself and family.
- Group Term Life and Accident Rider Coverage

The impact of today's technology and pace of change is tremendous. We hope you're as excited as we are to play a part in that revolution. At IBM, we're changing the world every day and we will be delighted to have you as part of our team. To confirm your acceptance of this offer letter on the terms and conditions specified herein, please sign in the space specified below and return the signed copy to IBM on your on boarding day.

Signed By - IBM Authorized Signatory
Director - Talent Acquisition ISA



ACCEPTANCE OF APPOINTMENT TERMS AND CONDITIONS (TO BE UPDATED BY THE CANDIDATE ON THE DATE OF JOINING))

I agree that I have read, understand, and accept employment with IBM under the terms and conditions stated above. By signing on this offer, I also agree and acknowledge that this offer letter does not require a physical signature, and the issuance of this offer of employment to me, my acceptance of this offer, and IBM's acknowledgment of the same and the affixing of a signature by the IBM representative shall be adequate to constitute a valid contract of employment between IBM India Pvt Ltd. and me. (Please sign below to confirm that you agree with the terms and conditions stated in this offer.)

SIGNATURE

PRINTED NAME

DATE OF JOINING

DATE

VERIFIED BY (FOR OFFICE USE ONLY - TO BE UPDATED BY ON BOARDING SPECIALIST)

SIGNATURE

PRINTED NAME

DATE

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Explanation of Compensation Components

Component	Summary Explanation*
1. Basic Salary	The fundamental salary component to which many other compensation components are linked.
2. Flexible Benefit Plan (FBP)	The FBP allows employees to choose a benefit basket that suits their needs. For certain elements, employees may avail of tax exemptions as per prevailing tax laws. The elements are listed below.
(a) Leave Travel Allowance (LTA)	LTA can be used for up to maximum of economy class airfare twice during a 4 year period as per Income tax rules.
(b) House Rent Allowance	Maximum 50% of Basic Salary per annum. To be used for house rent.
(c) "Flat" Allowance	Remaining FBP funds and is a taxable amount.
3. Retirals	These elements of compensation are not paid out until later when certain conditions are met.
(a) Provident Fund (PF)	12% of Basic Salary is contributed to the Provident Fund.
(b) Gratuity	4.8% of Basic Salary, which denotes the company's contribution to the Gratuity Fund based on actuarial calculations. You are not entitled to this amount as a cash component as this is intended to be a retiral benefit. Gratuity is payable to you as per the IBM Gratuity Trust Fund Rules and the Payment of Gratuity Act, 1972, on cessation of your employment after at least 5 years of continuous service with the Company. The amount of gratuity payable shall not exceed Twenty Lakh rupees (INR 2,000,000).
(c) ESIC	Until your monthly wages are up to INR 21,000/- per month, or such other amount prescribed by law, you will be covered under Employee State Insurance Act, 1948 (ESIC) and will be entitled to avail benefits under the same.
Annual Reference Salary	Annual Basic Salary + Annual FBP

**For detailed information please refer to Company policies, which are subject to change from time to time.*

Other Benefits- Additional Information*

Group Term Life and Accident Rider Coverage Scheme

Group Term Life Insurance Plan:

This is a company paid benefit which provides group term life coverage to all employees of IBM India Pvt. Ltd. The benefit basis for life coverage is sixty times monthly basic salary subject to a minimum and a maximum coverage as stated in the policy. The coverage is subject to completion of the Insurance Company's prescribed insurance underwriting procedure and awarding of coverage by the insurance company. Coverage applies world-wide, 24 hours a day.

Group Personal Accident Plan:

This is a company paid benefit which provides group personal accident coverage to all employees of IBM India Pvt. Ltd. The benefit basis for accident coverage against permanent total disability, permanent partial disability and dismemberment is sixty times monthly basic salary subject to a minimum and a maximum coverage as stated in the policy. Coverage applies world-wide, 24 hours a day.

Group Mediclaim Insurance Policy for Self and nuclear family (spouse and up to 4 children)

By default, you will be enrolled in the Group Mediclaim Policy from the date of your joining with a coverage of up to INR 3 Lakh per year under Family Floater plan. As part of that, you can also enroll your immediate family (Spouse & up to Four Children) through our Third-Party Administrator's (TPA) website within 45 days of your joining. If you decide to avail Mediclaim insurance policy, there will be an applicable Co-share of premium deduction from your salary. If you wish not to be covered, you may choose to opt out within 45 days of joining. You have the option of enhancing this cover up to a maximum of INR 10 Lakh per year (incremental premium to be borne by employee).

You also have the opportunity of purchasing insurance coverage for your parents. This is on an individual coverage basis and the premium incurred is to be borne by you.

Mid-term inclusion of only new born babies (within 45 days of the child birth) and newly married spouse (within 45 days from the date of marriage) is allowed. The insurance coverage for the newly acquired dependent (spouse/child) will be with effect from the date of event (marriage/ birth whichever is applicable) *

**Subject to enrolling the new dependent within 45 days from the date of event.*

All hospitalization claims under the Medical Insurance Policy pertaining to employee is borne by insurer at 90:10%. Claims pertaining to dependents (spouse, children and parents) will be borne by insurer and employee on a 80% : 20% basis.

Critical Illness Buffer

This benefit is provided to help you and your nuclear family in times of medical emergencies. If an employee, spouse or child is diagnosed with any of the illnesses defined under the "Critical Illness Buffer" criteria, you can also be eligible for an additional amount of INR 7 Lakh for required treatment once the Family Floater and any additional cover (if taken) is exhausted. This is subject to available Corporate Buffer and policy T&C.

Domiciliary Benefit

Domiciliary expenses on out-patient care for employee, spouse and children up to a maximum of INR 10,000/- (at 50% Co-pay) is also provided to employees who participate in the Group Mediclaim Insurance Policy.

National Pension System (NPS)

NPS is a voluntary defined contribution-based scheme option provided to all IBM India Regular employees. It's a tax saving retirement vehicle for which you can enroll by declaring your monthly contribution, minimum Rs. 500 per month and

maximum of 10% of your Flexible Benefit Plan, on IBM Intranet. You can find more details about this program on IBM intranet.

Compensation under Employees Compensation Act

All IBM employees are entitled for compensation under the Employee's Compensation Act, 1923, as amended from time to time. The compensation under the Act will be inclusive of the coverage amount under Group term Life Insurance Plan and shall be paid under following circumstances:

a) incase of personal injury caused to an employee by an accident arising out of and in the course of his employment resulting in total or partial disablement of the employee for a period exceeding three days. Provided that the accident is not directly attributable to the employee having being under the influence of drink or drugs or willfully disobedience of any order expressively given for the safety of employees or willfully removal or disregard of any safety guard or other device provided for the purpose of securing safety of employees.

b) Incase of any injury resulting in Death or permanent total disability.

c) Incase of occupational disease as defined under the Act.

** For detailed information, please refer the Company's Intranet. Company benefits and policies are subject to withdrawal; change from time to time at the sole discretion of the Company and without the need of any prior notice to the employees.*

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ANNEXURE B - NON-DISCLOSURE AGREEMENT

Agreement Regarding Confidential Information, Intellectual Property, and Other Matters

Serial # :_____ Date Of Hire : __ __ / __ __ / __ __ __ __

In consideration of my employment or my continued employment by International Business Machines Corporation or one of its subsidiaries or affiliates (collectively, "IBM"), which I acknowledge is employment at will, and the payment to me of a salary or other compensation during my employment, I agree as follows:

1. I will not, without IBM's prior written permission, disclose to anyone outside of IBM or use in other than IBM's business, either during or after my employment, any confidential information or material of IBM, or any information or material received by IBM in confidence from third parties, such as suppliers or customers. If I leave the employ of IBM or at the request of IBM, I will return to IBM all property in my possession belonging to IBM or received by IBM from any third party, whether or not containing confidential information and whether stored on an IBM owned asset or a personally owned asset, including, but not limited to, electronic data, electronic files, diskettes and other storage media, drawings, notebooks, reports, and any other hard copy or electronic documents or records. No employee is prohibited from reporting possible violations of law or regulation to a government agency, as protected by law.

Confidential information or material of IBM is any information or material: (a) generated or collected by or utilized in the operations of IBM; received from any third party; obtained from an entity IBM acquired or in which IBM purchased a controlling interest (including information or material received by that entity from a third party); or suggested by or resulting from any task assigned to me or work performed by me for or on behalf of IBM; and (b) which has not been made available generally to the public, whether or not expressed in a document or other medium and whether or not marked "IBM Confidential" or with any similar legend of IBM or any third party. Confidential information or material may include, but is not limited to, information and material related to past, present and future development, manufacturing activities, or personnel matters; marketing and business plans; pricing information; customer lists; technical specifications, drawings, and designs; prototypes; computer programs; and databases.

2. (a) During my employment with IBM and for two years following the termination of my employment from IBM for any reason, I will not directly or indirectly within the Restricted Area solicit, or attempt to or participate or assist in any effort to solicit, any employee of IBM to be employed or perform services outside of IBM. For purposes of this Paragraph 2(a), "Restricted Area" shall mean any geographic area in the world in which I worked or for which I had job responsibilities, including supervisory responsibilities, during the last twelve (12) months of my employment with IBM. Also, for purposes of this Paragraph 2(a), "employee of IBM" shall mean any employee of IBM who worked within the Restricted Area at any time in the 12-month period immediately preceding any actual or attempted solicitation.
(b) I agree that during my employment with IBM and for one year following the termination of my employment for any reason, I will not directly or indirectly solicit for competitive business purposes any customer with which I was directly or indirectly involved as part of my job responsibilities during the twelve (12) months prior to the termination of my employment with IBM. This paragraph 2(b) does not apply to any IBM employee whose work location as reflected in IBM records is within the state of California.

I acknowledge that IBM would suffer irreparable harm if I fail to comply with Paragraph 2(a) or (b), and that IBM would be entitled to any appropriate relief, including money damages, equitable relief and attorneys' fees.

3. I will not disclose to IBM, use in its business, or cause it to use, any information or material which is confidential to any third party unless authorized by IBM. In addition, I will not incorporate into any product used and/or sold by IBM, any copyrighted materials or patented inventions of any third party, unless authorized by IBM pursuant to Paragraph 5.

4. I will comply, and do all things necessary for IBM to comply, with (a) the laws and regulations of all governments under which IBM does business, (b) the provisions of contracts between any such government or its contractors and IBM that relate to intellectual property or to

the safeguarding of information, and (c) IBM's corporate directives, including, without limitation, policies and information technology security standards issued from time to time as well as the IBM Business Conduct Guidelines as amended from time to time.

5. I hereby assign to IBM my entire right, title, and interest in any idea, concept, technique, invention, design (whether the design is ornamental or otherwise), computer programs and related documentation, other works of authorship, mask works, and the like (all hereinafter called "Developments"), hereafter made, conceived, written, or otherwise created solely or jointly by me, whether or not such Developments are patentable, subject to copyright or trademark protection or susceptible to any other form of protection which: (a) relate to the actual or anticipated business or research or development of IBM or its subsidiaries or (b) are suggested by or result from any task assigned to me or work performed by me for or on behalf of IBM or its subsidiaries.

If, by operation of law such right, title, and interest in Developments vest in IBM upon creation, I acknowledge that such right, title, and interest belong to IBM. Also, I hereby assign to IBM my entire right, title and interest in any such Developments that were or are suggested by or a result of any task assigned to me or work performed by me for or on behalf of any entity that IBM acquired or in which IBM purchased a controlling interest to the extent that any such right, title and interest is not already owned by said entity.

In the case of any "other works of authorship", such assignment or ownership shall be limited to those works of authorship which meet both conditions (a) and (b) above.

California Notice: For Developments subject to California law, notwithstanding anything above to the contrary, I understand that this assignment does not apply to a Development which qualifies fully under the provisions of Section 2870 of the California Labor Code. The above provisions concerning assignment or ownership of Developments apply to Developments created while employed by IBM in an executive, managerial, professional, product or technical planning, technical, research, programming, or engineering capacity (including development, product, manufacturing, systems, applied science, and field engineering) or otherwise.

The assignment of Developments in this Paragraph 5 shall exclude any Developments in which I have a right, title, or interest and that were, prior to my employment with IBM, (1) conceived and/or made solely or jointly by me; (2) written wholly or in part by me; or (3) expressly stated in an agreement that I executed with another party which precludes an assignment to IBM (collectively, these exceptions to assigned Developments hereunder shall be known as “Excluded Developments”). Further, I acknowledge that I will not use or cause to be used, any Excluded Developments in IBM’s business, research or development without a written or email authorization to do so from both my first and second line manager. For the avoidance of doubt, Excluded Developments shall not comprise any Developments that were or are suggested by or resulted from any task assigned to me or work performed by me for or on behalf of any entity that IBM acquired or in which IBM purchased a controlling interest, unless assignment of my right, title, and interest in the Development is governed by an agreement executed prior to my IBM employment.
I hereby identify any and all Excluded Developments which are not published in a searchable public database (e.g. United States Patent & Trademark Office). In the following table I have provided a brief non-confidential description that sufficiently identifies the Excluded Development (e.g. title of publication), the creation date of the Excluded Development, and to the extent my rights to the Excluded Development are governed by an agreement, the other named party to the agreement and the date the obligation terminates.

If I do not have any Excluded Developments to declare I have left the following table blank or have written “None,” “Non/Applicable,” or a similar designation.

Description of Excluded Development	Date Created	Named Party/Termination Date

Additional pages may be attached, as appropriate to identify other Excluded Developments, if any. IBM requires you to disclose Excluded Developments in this Paragraph 5. If you wish to interest IBM in any Excluded Development, you may contact the Intellectual Property and Licensing Department at Corporate Headquarters, which will provide you with instructions for submitting it to IBM.

6. In connection with any of the Developments assigned by Paragraph 5: (a) I will promptly disclose them in writing to the IBM

Intellectual Property Law Department; and (b) I will, on IBM's request, promptly execute a specific assignment of title to IBM or its designee, and do anything else reasonably necessary to enable IBM or such designee to secure a patent, copyright or other form of protection therefore in the United States and in other countries. In addition, I agree to promptly notify the IBM Intellectual Property Law Department in writing of any patent or patent application in which I am an inventor but which is not assigned by Paragraph 5 and which discloses or claims any Development made, conceived, or written while I am employed by IBM.I also agree to promptly notify the IBM Intellectual Property Law Department if, after I leave the employ of IBM, I am contacted by anyone or any entity outside of IBM regarding any transaction, legal or governmental proceeding, litigation or other legal dispute concerning or relating to any of the Developments assigned by Paragraph 5.

7. IBM and its licensees, successors, or assigns (direct or indirect) are not required to designate me as an author of any Development which is subject to Paragraph 5, when it is distributed, publicly or otherwise, or to secure my permission to change or otherwise alter its integrity. I hereby waive and release, to the extent permitted by law, all rights in and to such designation and any rights I may have concerning modifications of such Developments.

I understand that any rights, waivers, releases, and assignments herein granted and made by me are freely assignable by IBM and are for the benefit of IBM and its subsidiaries, licensees, successors, and assigns.

8. I agree that IBM, its services providers and other third parties authorized by IBM will collect, use, store, make available to those who have a need-to-know, and otherwise process my personal information to establish, maintain and terminate my employment relationship with IBM and for other legitimate business purposes, anywhere in the world. Such personal information, whether provided to IBM, its service providers, or third parties directly by me or otherwise gathered, includes my name, photo, contact information, skills, compensation, performance, usage of IBM assets, background check results, bank account information, and disability or medical information.

I will not use for unauthorized purposes nor share with any unauthorized parties, either during or after my employment, any personal information about others to which I may have access during my employment at IBM.

IBM provides numerous opportunities for social computing through blogs, wikis, social networks, virtual worlds and other social media. I agree to comply with all IBM policies and practices regarding use of social computing tools and I understand that I am personally responsible for the content I post on any social computing tools (whether on IBM’s internal platforms or on third party sites) and that any information I post, including any of my personal information, may be made broadly available to others, potentially inside or outside IBM, who have access to these tools.

9. The term “subsidiaries,” as used in this Agreement, includes any entity owned or controlled, directly or indirectly, by International Business Machines Corporation.

10. The term "employment at will," as used in this Agreement, means the employment at the mutual consent of both me and IBM. Accordingly, either IBM or I can terminate the employment relationship at will, at any time, with or without cause or advance notice. However, this clause does not relieve me of my responsibility to serve the notice period in accordance with my terms of employment, in the event of my resignation from the services of IBM.

11. This Agreement supersedes all previous oral or written communications, representations, understandings, undertakings, or agreements relating to the subject matter hereof, except as expressly agreed otherwise by IBM in writing upon my hire or transfer of employment to IBM. Any waiver of a term in this Agreement and any amendment to this Agreement may only be made in a writing signed by the Senior Vice President of Human Resources for International Business Machines Corporation and myself.

12. This Agreement shall be governed by the laws of India. If any provision of this Agreement is unenforceable at law, the remainder shall remain in effect. I recognize that any violation of my obligations described herein would cause IBM to suffer irreparable harm and can result in disciplinary action, including dismissal from IBM, and any other appropriate relief for IBM including money damages, equitable relief and attorneys fees.

13. This Agreement shall constitute a part of my terms of employment with IBM, and is executed contemporaneously with my offer of employment/ employment contract with IBM.

My agreement, and my acknowledgment of receipt of a copy of this Agreement, are indicated by my signature below.

Employee's Full Name	Employee's Signature	Employee Serial No.	Date

July 26, 2019

IBM India Private Limited
Manyata Embassy Business Park,
G2 Block, Nagwara Outer Ring Road,
Bangalore - 560045, India.
Tel : 91-80-49139999
http://www-07.ibm.com/in/careers/

Dear Mariammal Soniya M

The world is at a major turning point; technology is enabling entirely new forms of business operations, business models, industries and outcomes. We have exponentially more power to reach the full potential of our life's work than any humans before us. This is IBM's vision for the future.

We invite you to join us as a Associate - Technical Engineer, in band 04G to do your best work ever. You will be working alongside passionate IBMers, business & technology experts, who are constantly building their knowledge and expertise to find the best solutions to help our clients achieve their goals and create new possibilities.

At IBM you will experience an inclusive and collaborative culture where you can offer ideas and solutions, no matter your experience or area of expertise - you have an audience that listens from Day 1. You will have access to world-class learning opportunities to help you create the career you've always imagined. Join us and you'll be proud to call yourself an IBMer.

Your letter of employment is attached, for your review and acceptance. Please do not hesitate to reach out to us in case of queries or concerns. We look forward to hearing from you soon and welcome you to be a part of our team.



July 26, 2019

IBM India Private Limited
Manyata Embassy Business Park,
G2 Block, Nagwara Outer Ring Road,
Bangalore - 560045, India.
Tel : 91-80-49139999
http://www-07.ibm.com/in/careers/

Dear Mariammal Soniya M

We are pleased to offer you the position of Associate - Technical Engineer, in band 04G at IBM India Pvt Ltd (IBM or Company). The terms and conditions of your employment contract at IBM are detailed below. Please read these important details carefully, including your compensation and benefits.

Further, this offer is contingent upon your obtaining the degree, consistent academic performance, minimum aggregate or equivalent of 65% in your highest completed education, failing which IBM may, at its sole discretion, withdraw this offer of employment

Acceptance and Commencement

Your appointment will be effective on your joining date, i.e July 29, 2019. Please contact us immediately if you require an alternative joining date. If you do not confirm your acceptance or we are unable to set an alternative date, this offer will be withdrawn.

To confirm your acceptance of this offer, you are required to:

- Accept this offer by selecting the 'accept' option at the bottom of the form. Please note that if you do not provide your acceptance, you will not be allowed to join on the joining date specified above.
- On your first day of employment, please report at 9:00 am to the Main Lobby located at DLF IT Park, Tower 1A,1/24-Shivaji Garden, Mount Poonamalee Rd, Ramapuram, Chennai-600089. You will meet with your Onboarding Specialist who will assist you with your joining formalities. If you have questions about your First Day Start Paperwork, send a mail to pronboar@in.ibm.com

On your joining date, please bring (i) 1 copy of this letter duly signed and dated by you (ii) 2 self-photographs (passport size, color with white background) (iii) One set of print outs of the completed on boarding forms & Originals (iv) Aadhaar number (If you do not have one, please apply immediately and provide the enrolment number on the day of onboarding). This is required to facilitate remittance of your provident fund to the Employees Provident Fund Organization, as well as for any other purposes that may be required by statutory and regulatory authorities. Please note that Aadhaar is currently not mandatory for employees who do not

hold an Indian passport, hence please notify us in advance if you fall within this category (v) Two sets of photocopies of the following mandatory documents:

- Relieving document from most recent employer - Relieving letter or service certificate or resignation acceptance e-mail with last working day (LWD) confirmation.
- Passport and Pan card- If you do not have a Passport or Pan card you need to bring one of the following IDs.
    - Voter ID card
    - Driving License
    - Aadhaar Card
    - Senior Secondary result/certificate with DOB and photo (for university hires only)
- In the absence of Passport and Pan card, apply for the same immediately and carry any one of the following as mentioned above to complete on boarding process.
- Disability certificate - If you have stated in your application to IBM that you are differently abled, please bring the disability certificate as per the prescribed format, duly filled & signed.
- Name change document - If you have ever changed your name at any point of time, and for any reason whatsoever. Valid Indian Work Permit, if applicable.
- Education documents (for university hires only) - Degree certificate and all year mark sheets for the highest degree attained.

Please contact us via eschoolhiring@in.ibm.com for any queries regarding your employment offer.

The other terms and conditions of the offer are as follows:

- Your employment with the Company is at all times subject to you having a valid work permit from the Government of India. It is your responsibility to obtain and maintain throughout your employment a valid work permit. A copy of the work permit needs to be furnished by you on the date of on boarding, failing which you will not be permitted to join.
- Your initial posting will be in CHENNAI, However, your services are transferable and you may be assigned to any other department, location or office of IBM, a subsidiary, or associate company as the Company may decide from time to time. Your project, designation or role may be changed at the discretion of the Company depending on the work assigned to you. In such case, you will be governed by the policies of that location and role.
- You acknowledge that the technology industry undergoes rapid transformations and structural changes. In this context, IBM frequently enters into agreements with other entities, including outsourcing arrangements, transitions, mergers, acquisitions, divestitures and other corporate actions. If any such action relates to your role / position, you agree to cooperate with IBM and take any necessary steps to ensure a smooth transition.
- Your appointment and continued employment at IBM is conditional upon satisfactory reference & background checks including verification of your application materials, education and employment history. Your employment is also contingent upon your ability to work for the Company without restriction (i.e. you do not have any non-compete obligations or other restrictive clauses with any previous employer). If any information furnished by you in your application for employment or during

the selection process is found at any time during your employment to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice or compensation.

- You may be required to travel on Company work and you will be reimbursed expenses as per Company policy.
- If you are absent for a continuous period of 8 days without leave or obtaining your manager's approval, you will be deemed to have voluntarily terminated your service without notice.
- You will be on probation until your successful completion of the probationary period is confirmed in writing. The normal probation period is [1] year but may be extended or confirmed earlier based on your performance and at your manager's discretion. At any time during your probationary period, either you or the Company may terminate your service by giving 30 days notice or basic salary in lieu thereof.
- Upon completion of your probation period and confirmation as a regular employee, you or the Company may terminate your service at any time by giving 90 days notice or basic salary in lieu thereof. However due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period. You shall not be deemed to have been relieved of your services except upon issue of a letter by the Company to that effect.
- IBM encourages and fosters a culture of strong performance from its employees. Accordingly, during your service with IBM, you will be required to comply with the following:
    - The Company presents multiple opportunities across technologies to support employees develop their skills and build their career. You shall maintain a satisfactory level of performance at all times.
    - You agree to utilize IBM's resources, materials and training programs as applicable, and shall ensure that your skills are at all times current and relevant to IBM's business.
    - You may be required to undergo certain training and assessment programs from time to time and shall complete the same to the satisfaction of IBM.
    - You also understand and acknowledge that IBM requires its employees to be productively and effectively utilized at all times. IBM maintains listings of open positions on its internal job postings page. If you are no longer deployed on a project/ assignment, you shall search for positions that are commensurate with your skills and experience and ensure you are effectively utilized. If selected for such positions, your movement to these positions will be subject to IBM's processes and policies.
    - You will be aware that the Company works on a round the clock model depending on customer needs. You hereby consent, should your role require it, to working on any shift, including night shift, to support the business requirements of the Company.
    - Your compliance with the above terms and conditions shall be reviewed from time to time, and shall be an integral condition of your continued employment with IBM.
- You will retire from the services of the Company on attaining 58 years. Retirement action will be performed one day prior to the last working day of the retiring month.
- Upon your resignation or retirement from the Company or termination of your services, you are required to return all assets and property of the Company such as documents, machines, data, files and books etc. (including but not limited to leased properties).

- Any and all of the terms and conditions of service may be modified or changed at the Company's discretion.
- Your individual remuneration is strictly confidential and is detailed in Annexure A. It has been determined based on numerous factors such as your job, skills-specific background, and professional merit. This information and any changes made therein should be treated as personal, confidential and should not be disclosed to any person without IBM's prior written authorization.
- You will, by default, be enrolled in IBM's Group Mediclaim Insurance Policy, unless you choose to opt out. A nominal premium will be charged to you for the same, for as long as you participate in the Policy. All benefits as outlined herein and in IBM policies are subject to change at the Company's discretion. You will be entitled to privilege leave in accordance with the Company's policy as applicable from time to time.
- It is your responsibility to notify the Company of any changes in your personal information within 3 working days. All notices shall be considered duly and properly delivered to the address on file with the Company.
- During your service with the Company, you are expected to devote your whole time and attention to the Company's affairs and refrain from directly or indirectly engaging in any other employment or business in any role or capacity.
- Information pertaining to IBM operations and intellectual property is confidential as detailed in Annexure B. You will also be bound by more specific non-disclosure agreements on sensitive issues based on business requirements. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and indemnify the Company against any breach thereof.
- All employees are required to read and comply with IBM's Business Conduct Guidelines and sign a statement to this effect. Any breach of the Guidelines or the terms and conditions of employment may result in termination of your services without notice or compensation.
- If any information furnished by you in your application for employment or during the selection process is found at any time during your employment to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice or compensation.
- Your offer is contingent upon you agreeing to authorize IBM to recover a sum of Rs 100000 (Rupees One Lakh Only) as cost incurred towards your training during the course of your employment, in the event your services with IBM are terminated for whatever reason, including your resignation from services, within a period of 12 months from the date of your joining IBM or if you are absconding from work for a period of 8 days which will lead to eventual termination of your employment.
- You hereby agree to abide by all the rules and regulations of the Company and accept the policies and processes of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the rules, regulations or policies and the same shall be binding on you.
- This offer is conditional upon your having a valid Passport. If you do not have a passport as of the date of this offer, you are required to apply for one immediately and produce the relevant acknowledgement on the day of your on boarding. Should you be denied a passport or if you are otherwise unable to produce a copy of your passport, IBM shall be entitled to terminate your employment for cause. It is a condition of your employment that you have a valid passport at all times.
- You will be required to register your profile with National Skills Registry once you join IBM. The details on the National Skills Registry are available on www.nationalskillsregistry.com .To complete the registration process, you will be required to submit a photograph, a photo identity proof and

registration fee of INR 300 + (Service taxes as applicable) - which includes INR 50/- annual usage fee at the POS (Point of Service) helpdesk at IBM office Registration with National Skills Registry is mandatory and should be completed within 30 days from your date of joining.

- You will be required to provide the Aadhaar Number on the day of onboarding and the same must be updated on the HR Systems mandatorily within 30 days of your onboarding. Please do ensure that the name as per Aadhaar is exactly the same as the name given by you to IBM , and that appears on this employment contract. In case there is a mismatch please have the same rectified with Aadhaar authority (UIDAI) prior to onboarding.
- You shall be entitled to the following benefits when you join at the training location. These amounts are subject to applicable income taxes, and shall not be considered a part of your salary for the purpose of any statutory deductions:

  Settling in Allowance - A one-time amount of INR 25000 towards settling-in allowance will be paid to you upon joining the Company. The payment timeline is subject to the date of joining and the company payment cut-off date. For example: if your date of joining is between 1st to 15th of the month then the payment will be processed in the same month of joining else it will be processed in the subsequent month of joining. This amount is intended to offset any and all expenses applicable during the joining process of the employee (e.g., relocation expenses like travel, stay, conveyance etc. during initial training and first project deployment post training) - no additional amounts are payable or reimbursable. This amount will be paid as a fixed lump sum amount in your payroll and you will not be required to submit receipts for any expenses incurred. Please note that this settling-in allowance is subject to appropriate income tax deductions as per applicable law. If you resign from IBM, or your employment is terminated for any reason, within 1 year from your joining date, you agree that you will repay the entire settling in allowance to IBM. You may be required to repay to IBM any taxes that were deducted from your settling in allowance and paid to the income tax authorities, subject to applicable law, and if such amounts cannot be reclaimed by IBM, IBM may recover all such amounts from your final settlement.

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ANNEXURE A

DATE	July 26, 2019		
NAME	Mariammal Soniya M	BAND	04G
DESIGNATION	Associate - Technical Engineer	LOCATION	CHENNAI
Compensation Components		IBM Offer (in INR)	
1. Annual Basic Salary		180000	
2. Annual Flexible Benefit Plan (FBP)		154459	
3. Annual Reference Salary (ARS)		334459	
4. Retirals			
a) Provident Fund (PF)		21600	
b) Gratuity @ 4.8%		8640	
5. Annual Reference Salary + Retirals		364699	

Growth Driven Profit-sharing (GDP), an annual profit distribution scheme, is another important part of your compensation opportunity and is designed to support a team oriented, high-performance work culture. Further details of the program will be made available to you upon joining IBM. Please note: IBM reserves the right, in its sole discretion, to amend, change, suspend, or terminate the Growth Driven Profit-sharing program at any time, including, but not limited to, changing how the profit sharing pool is allocated or altering the payment amount at the region or country level based on unanticipated business issues or extenuating circumstances.

The Company presently has a Performance Award Program (PA). Further details of the Performance Award Program will be made available to you upon joining IBM. Please note: IBM reserves the right in its sole discretion to amend, change, suspend, or terminate Performance Award Program at any time.

You agree to the Company adjusting the statutory bonus amount, if any, under the Payment of Bonus Act, 1965, against payments made under the Company's profit distribution schemes GDP & PA.

OTHER BENEFITS:

- By default, you will be enrolled in the Group Mediclaim Policy. You need to enroll your immediate family (Spouse & up to Four Children) within 45 days of joining. If you wish to do so, a nominal premium for covering you and your family will be charged to you unless you choose to opt out for yourself and family.
- Group Term Life and Accident Rider Coverage

The impact of today's technology and pace of change is tremendous. We hope you're as excited as we are to play a part in that revolution. At IBM, we're changing the world every day and we will be delighted to have you as part of our team. To confirm your acceptance of this offer letter on the terms and conditions specified herein, please sign in the space specified below and return the signed copy to IBM on your on boarding day.

Signed By - IBM Authorized Signatory
Director - Talent Acquisition ISA



ACCEPTANCE OF APPOINTMENT TERMS AND CONDITIONS (TO BE UPDATED BY THE CANDIDATE ON THE DATE OF JOINING))

I agree that I have read, understand, and accept employment with IBM under the terms and conditions stated above. By signing on this offer, I also agree and acknowledge that this offer letter does not require a physical signature, and the issuance of this offer of employment to me, my acceptance of this offer, and IBM's acknowledgment of the same and the affixing of a signature by the IBM representative shall be adequate to constitute a valid contract of employment between IBM India Pvt Ltd. and me. (Please sign below to confirm that you agree with the terms and conditions stated in this offer.)

SIGNATURE

PRINTED NAME

DATE OF JOINING

DATE

VERIFIED BY (FOR OFFICE USE ONLY - TO BE UPDATED BY ON BOARDING SPECIALIST)

SIGNATURE

PRINTED NAME

DATE

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Explanation of Compensation Components

Component	Summary Explanation*
1. Basic Salary	The fundamental salary component to which many other compensation components are linked.
2. Flexible Benefit Plan (FBP)	The FBP allows employees to choose a benefit basket that suits their needs. For certain elements, employees may avail of tax exemptions as per prevailing tax laws. The elements are listed below.
(a) Leave Travel Allowance (LTA)	LTA can be used for up to maximum of economy class airfare twice during a 4 year period as per Income tax rules.
(b) House Rent Allowance	Maximum 50% of Basic Salary per annum. To be used for house rent.
(c) "Flat" Allowance	Remaining FBP funds and is a taxable amount.
3. Retirals	These elements of compensation are not paid out until later when certain conditions are met.
(a) Provident Fund (PF)	12% of Basic Salary is contributed to the Provident Fund.
(b) Gratuity	4.8% of Basic Salary, which denotes the company's contribution to the Gratuity Fund based on actuarial calculations. You are not entitled to this amount as a cash component as this is intended to be a retiral benefit. Gratuity is payable to you as per the IBM Gratuity Trust Fund Rules and the Payment of Gratuity Act, 1972, on cessation of your employment after at least 5 years of continuous service with the Company. The amount of gratuity payable shall not exceed Twenty Lakh rupees (INR 2,000,000).
(c) ESIC	Until your monthly wages are up to INR 21,000/- per month, or such other amount prescribed by law, you will be covered under Employee State Insurance Act, 1948 (ESIC) and will be entitled to avail benefits under the same.
Annual Reference Salary	Annual Basic Salary + Annual FBP

**For detailed information please refer to Company policies, which are subject to change from time to time.*

Other Benefits- Additional Information*

Group Term Life and Accident Rider Coverage Scheme

Group Term Life Insurance Plan:

This is a company paid benefit which provides group term life coverage to all employees of IBM India Pvt. Ltd. The benefit basis for life coverage is sixty times monthly basic salary subject to a minimum and a maximum coverage as stated in the policy. The coverage is subject to completion of the Insurance Company's prescribed insurance underwriting procedure and awarding of coverage by the insurance company. Coverage applies world-wide, 24 hours a day.

Group Personal Accident Plan:

This is a company paid benefit which provides group personal accident coverage to all employees of IBM India Pvt. Ltd. The benefit basis for accident coverage against permanent total disability, permanent partial disability and dismemberment is sixty times monthly basic salary subject to a minimum and a maximum coverage as stated in the policy. Coverage applies world-wide, 24 hours a day.

Group Mediclaim Insurance Policy for Self and nuclear family (spouse and up to 4 children)

By default, you will be enrolled in the Group Mediclaim Policy from the date of your joining with a coverage of up to INR 3 Lakh per year under Family Floater plan. As part of that, you can also enroll your immediate family (Spouse & up to Four Children) through our Third-Party Administrator's (TPA) website within 45 days of your joining. If you decide to avail Mediclaim insurance policy, there will be an applicable Co-share of premium deduction from your salary. If you wish not to be covered, you may choose to opt out within 45 days of joining. You have the option of enhancing this cover up to a maximum of INR 10 Lakh per year (incremental premium to be borne by employee).

You also have the opportunity of purchasing insurance coverage for your parents. This is on an individual coverage basis and the premium incurred is to be borne by you.

Mid-term inclusion of only new born babies (within 45 days of the child birth) and newly married spouse (within 45 days from the date of marriage) is allowed. The insurance coverage for the newly acquired dependent (spouse/child) will be with effect from the date of event (marriage/ birth whichever is applicable) *

**Subject to enrolling the new dependent within 45 days from the date of event.*

All hospitalization claims under the Medical Insurance Policy pertaining to employee is borne by insurer at 90:10%. Claims pertaining to dependents (spouse, children and parents) will be borne by insurer and employee on a 80% : 20% basis.

Critical Illness Buffer

This benefit is provided to help you and your nuclear family in times of medical emergencies. If an employee, spouse or child is diagnosed with any of the illnesses defined under the "Critical Illness Buffer" criteria, you can also be eligible for an additional amount of INR 7 Lakh for required treatment once the Family Floater and any additional cover (if taken) is exhausted. This is subject to available Corporate Buffer and policy T&C.

Domiciliary Benefit

Domiciliary expenses on out-patient care for employee, spouse and children up to a maximum of INR 10,000/- (at 50% Co-pay) is also provided to employees who participate in the Group Mediclaim Insurance Policy.

National Pension System (NPS)

NPS is a voluntary defined contribution-based scheme option provided to all IBM India Regular employees. It's a tax saving retirement vehicle for which you can enroll by declaring your monthly contribution, minimum Rs. 500 per month and

maximum of 10% of your Flexible Benefit Plan, on IBM Intranet. You can find more details about this program on IBM intranet.

Compensation under Employees Compensation Act

All IBM employees are entitled for compensation under the Employee's Compensation Act, 1923, as amended from time to time. The compensation under the Act will be inclusive of the coverage amount under Group term Life Insurance Plan and shall be paid under following circumstances:

a) incase of personal injury caused to an employee by an accident arising out of and in the course of his employment resulting in total or partial disablement of the employee for a period exceeding three days. Provided that the accident is not directly attributable to the employee having being under the influence of drink or drugs or willfully disobedience of any order expressively given for the safety of employees or willfully removal or disregard of any safety guard or other device provided for the purpose of securing safety of employees.

b) Incase of any injury resulting in Death or permanent total disability.

c) Incase of occupational disease as defined under the Act.

** For detailed information, please refer the Company's Intranet. Company benefits and policies are subject to withdrawal; change from time to time at the sole discretion of the Company and without the need of any prior notice to the employees.*

Maternity Benefit:

All women IBM employees are entitled for maternity benefits in accordance with the Maternity Benefit Act, 1966 and IBM Maternity Leave Policy as may be amended from time to time. These benefits currently include:

1) Maternity Leave for:

a) Delivery: Women employees who have been in continuous service for at least 80 days in the 12 months prior to the commencement of maternity leave are entitled to up to 26 weeks of maternity leave with full pay of which not more than 8 weeks shall precede the expected delivery date.

b) Miscarriage/Medical termination: In case of miscarriage or medical termination of pregnancy, a women employee is entitled to 6 weeks of leave with full pay immediately following the day of miscarriage or medical termination of pregnancy.

c) Tubectomy: In case of tubectomy operation, a women employee is entitled to 2 weeks of leave with full pay immediately following the day of her tubectomy operation.

d) Illness: Women employees suffering from illness arising out of pregnancy, delivery, premature birth of child, miscarriage, medical termination of pregnancy or tubectomy operation are entitled to an additional period of 4 weeks leave with full pay.

2) Leave for Adoption/Surrogacy: Women employees who have been in continuous service for at least 80 days in the 12 months prior to the commencement of maternity leave are entitled to up to 12 weeks of maternity leave with full pay upon the adoption of a child or in case the employee has used the surrogacy arrangement.

3) Group Medical Insurance Policy covers expenses for pre and post natal consultations, prescribed medications and prescribed investigations incurred up to 60 days after maternity. The expenses covered are up to a maximum of INR 10,000 per maternity event. This benefit is a sub limit of the maternity benefit of INR 50,000 and is reimbursed on production of complete and detailed bill and documents.

4) Women employees returning from Maternity can opt for work from home option if the role or function allows for remote working.

Kindly refer IBM Maternity leave policy and IBM Flexible work option policy in effect from time to time for more details in respect of the above benefits. For additional information including in relation to child care, please get in touch with your Manager or Human Resources Partner.

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ANNEXURE B - NON-DISCLOSURE AGREEMENT

Agreement Regarding Confidential Information, Intellectual Property, and Other Matters

Serial # :_____ Date Of Hire : __ __ / __ __ / __ __ __ __

In consideration of my employment or my continued employment by International Business Machines Corporation or one of its subsidiaries or affiliates (collectively, "IBM"), which I acknowledge is employment at will, and the payment to me of a salary or other compensation during my employment, I agree as follows:

1. I will not, without IBM's prior written permission, disclose to anyone outside of IBM or use in other than IBM's business, either during or after my employment, any confidential information or material of IBM, or any information or material received by IBM in confidence from third parties, such as suppliers or customers. If I leave the employ of IBM or at the request of IBM, I will return to IBM all property in my possession belonging to IBM or received by IBM from any third party, whether or not containing confidential information and whether stored on an IBM owned asset or a personally owned asset, including, but not limited to, electronic data, electronic files, diskettes and other storage media, drawings, notebooks, reports, and any other hard copy or electronic documents or records. No employee is prohibited from reporting possible violations of law or regulation to a government agency, as protected by law.

Confidential information or material of IBM is any information or material: (a) generated or collected by or utilized in the operations of IBM; received from any third party; obtained from an entity IBM acquired or in which IBM purchased a controlling interest (including information or material received by that entity from a third party); or suggested by or resulting from any task assigned to me or work performed by me for or on behalf of IBM; and (b) which has not been made available generally to the public, whether or not expressed in a document or other medium and whether or not marked "IBM Confidential" or with any similar legend of IBM or any third party. Confidential information or material may include, but is not limited to, information and material related to past, present and future development, manufacturing activities, or personnel matters; marketing and business plans; pricing information; customer lists; technical specifications, drawings, and designs; prototypes; computer programs; and databases.

2. (a) During my employment with IBM and for two years following the termination of my employment from IBM for any reason, I will not directly or indirectly within the Restricted Area solicit, or attempt to or participate or assist in any effort to solicit, any employee of IBM to be employed or perform services outside of IBM. For purposes of this Paragraph 2(a), "Restricted Area" shall mean any geographic area in the world in which I worked or for which I had job responsibilities, including supervisory responsibilities, during the last twelve (12) months of my employment with IBM. Also, for purposes of this Paragraph 2(a), "employee of IBM" shall mean any employee of IBM who worked within the Restricted Area at any time in the 12-month period immediately preceding any actual or attempted solicitation.
(b) I agree that during my employment with IBM and for one year following the termination of my employment for any reason, I will not directly or indirectly solicit for competitive business purposes any customer with which I was directly or indirectly involved as part of my job responsibilities during the twelve (12) months prior to the termination of my employment with IBM. This paragraph 2(b) does not apply to any IBM employee whose work location as reflected in IBM records is within the state of California.

I acknowledge that IBM would suffer irreparable harm if I fail to comply with Paragraph 2(a) or (b), and that IBM would be entitled to any appropriate relief, including money damages, equitable relief and attorneys' fees.

3. I will not disclose to IBM, use in its business, or cause it to use, any information or material which is confidential to any third party unless authorized by IBM. In addition, I will not incorporate into any product used and/or sold by IBM, any copyrighted materials or patented inventions of any third party, unless authorized by IBM pursuant to Paragraph 5.

4. I will comply, and do all things necessary for IBM to comply, with (a) the laws and regulations of all governments under which IBM does business, (b) the provisions of contracts between any such government or its contractors and IBM that relate to intellectual property or to

the safeguarding of information, and (c) IBM's corporate directives, including, without limitation, policies and information technology security standards issued from time to time as well as the IBM Business Conduct Guidelines as amended from time to time.

5. I hereby assign to IBM my entire right, title, and interest in any idea, concept, technique, invention, design (whether the design is ornamental or otherwise), computer programs and related documentation, other works of authorship, mask works, and the like (all hereinafter called "Developments"), hereafter made, conceived, written, or otherwise created solely or jointly by me, whether or not such Developments are patentable, subject to copyright or trademark protection or susceptible to any other form of protection which: (a) relate to the actual or anticipated business or research or development of IBM or its subsidiaries or (b) are suggested by or result from any task assigned to me or work performed by me for or on behalf of IBM or its subsidiaries.

If, by operation of law such right, title, and interest in Developments vest in IBM upon creation, I acknowledge that such right, title, and interest belong to IBM. Also, I hereby assign to IBM my entire right, title and interest in any such Developments that were or are suggested by or a result of any task assigned to me or work performed by me for or on behalf of any entity that IBM acquired or in which IBM purchased a controlling interest to the extent that any such right, title and interest is not already owned by said entity.

In the case of any "other works of authorship", such assignment or ownership shall be limited to those works of authorship which meet both conditions (a) and (b) above.

California Notice: For Developments subject to California law, notwithstanding anything above to the contrary, I understand that this assignment does not apply to a Development which qualifies fully under the provisions of Section 2870 of the California Labor Code. The above provisions concerning assignment or ownership of Developments apply to Developments created while employed by IBM in an executive, managerial, professional, product or technical planning, technical, research, programming, or engineering capacity (including development, product, manufacturing, systems, applied science, and field engineering) or otherwise.

The assignment of Developments in this Paragraph 5 shall exclude any Developments in which I have a right, title, or interest and that were, prior to my employment with IBM, (1) conceived and/or made solely or jointly by me; (2) written wholly or in part by me; or (3) expressly stated in an agreement that I executed with another party which precludes an assignment to IBM (collectively, these exceptions to assigned Developments hereunder shall be known as “Excluded Developments”). Further, I acknowledge that I will not use or cause to be used, any Excluded Developments in IBM’s business, research or development without a written or email authorization to do so from both my first and second line manager. For the avoidance of doubt, Excluded Developments shall not comprise any Developments that were or are suggested by or resulted from any task assigned to me or work performed by me for or on behalf of any entity that IBM acquired or in which IBM purchased a controlling interest, unless assignment of my right, title, and interest in the Development is governed by an agreement executed prior to my IBM employment.
I hereby identify any and all Excluded Developments which are not published in a searchable public database (e.g. United States Patent & Trademark Office). In the following table I have provided a brief non-confidential description that sufficiently identifies the Excluded Development (e.g. title of publication), the creation date of the Excluded Development, and to the extent my rights to the Excluded Development are governed by an agreement, the other named party to the agreement and the date the obligation terminates.

If I do not have any Excluded Developments to declare I have left the following table blank or have written “None,” “Non/Applicable,” or a similar designation.

Description of Excluded Development	Date Created	Named Party/Termination Date

Additional pages may be attached, as appropriate to identify other Excluded Developments, if any. IBM requires you to disclose Excluded Developments in this Paragraph 5. If you wish to interest IBM in any Excluded Development, you may contact the Intellectual Property and Licensing Department at Corporate Headquarters, which will provide you with instructions for submitting it to IBM.

6. In connection with any of the Developments assigned by Paragraph 5: (a) I will promptly disclose them in writing to the IBM

Intellectual Property Law Department; and (b) I will, on IBM's request, promptly execute a specific assignment of title to IBM or its designee, and do anything else reasonably necessary to enable IBM or such designee to secure a patent, copyright or other form of protection therefore in the United States and in other countries. In addition, I agree to promptly notify the IBM Intellectual Property Law Department in writing of any patent or patent application in which I am an inventor but which is not assigned by Paragraph 5 and which discloses or claims any Development made, conceived, or written while I am employed by IBM.I also agree to promptly notify the IBM Intellectual Property Law Department if, after I leave the employ of IBM, I am contacted by anyone or any entity outside of IBM regarding any transaction, legal or governmental proceeding, litigation or other legal dispute concerning or relating to any of the Developments assigned by Paragraph 5.

7. IBM and its licensees, successors, or assigns (direct or indirect) are not required to designate me as an author of any Development which is subject to Paragraph 5, when it is distributed, publicly or otherwise, or to secure my permission to change or otherwise alter its integrity. I hereby waive and release, to the extent permitted by law, all rights in and to such designation and any rights I may have concerning modifications of such Developments.

I understand that any rights, waivers, releases, and assignments herein granted and made by me are freely assignable by IBM and are for the benefit of IBM and its subsidiaries, licensees, successors, and assigns.

8. I agree that IBM, its services providers and other third parties authorized by IBM will collect, use, store, make available to those who have a need-to-know, and otherwise process my personal information to establish, maintain and terminate my employment relationship with IBM and for other legitimate business purposes, anywhere in the world. Such personal information, whether provided to IBM, its service providers, or third parties directly by me or otherwise gathered, includes my name, photo, contact information, skills, compensation, performance, usage of IBM assets, background check results, bank account information, and disability or medical information.

I will not use for unauthorized purposes nor share with any unauthorized parties, either during or after my employment, any personal information about others to which I may have access during my employment at IBM.

IBM provides numerous opportunities for social computing through blogs, wikis, social networks, virtual worlds and other social media. I agree to comply with all IBM policies and practices regarding use of social computing tools and I understand that I am personally responsible for the content I post on any social computing tools (whether on IBM’s internal platforms or on third party sites) and that any information I post, including any of my personal information, may be made broadly available to others, potentially inside or outside IBM, who have access to these tools.

9. The term “subsidiaries,” as used in this Agreement, includes any entity owned or controlled, directly or indirectly, by International Business Machines Corporation.

10. The term "employment at will," as used in this Agreement, means the employment at the mutual consent of both me and IBM. Accordingly, either IBM or I can terminate the employment relationship at will, at any time, with or without cause or advance notice. However, this clause does not relieve me of my responsibility to serve the notice period in accordance with my terms of employment, in the event of my resignation from the services of IBM.

11. This Agreement supersedes all previous oral or written communications, representations, understandings, undertakings, or agreements relating to the subject matter hereof, except as expressly agreed otherwise by IBM in writing upon my hire or transfer of employment to IBM. Any waiver of a term in this Agreement and any amendment to this Agreement may only be made in a writing signed by the Senior Vice President of Human Resources for International Business Machines Corporation and myself.

12. This Agreement shall be governed by the laws of India. If any provision of this Agreement is unenforceable at law, the remainder shall remain in effect. I recognize that any violation of my obligations described herein would cause IBM to suffer irreparable harm and can result in disciplinary action, including dismissal from IBM, and any other appropriate relief for IBM including money damages, equitable relief and attorneys fees.

13. This Agreement shall constitute a part of my terms of employment with IBM, and is executed contemporaneously with my offer of employment/ employment contract with IBM.

My agreement, and my acknowledgment of receipt of a copy of this Agreement, are indicated by my signature below.

Employee's Full Name	Employee's Signature	Employee Serial No.	Date

December 7, 2020

IBM India Private Limited
Manyata Embassy Business Park,
G2 Block, Nagwara Outer Ring Road,
Bangalore - 560045, India.
Tel : 91-80-49139999
http://www-07.ibm.com/in/careers/

Dear PREM JOSHUA TONY.G

The world is at a major turning point; technology is enabling entirely new forms of business operations, business models, industries and outcomes. We have exponentially more power to reach the full potential of our life's work than any humans before us. This is IBM's vision for the future.

We invite you to join us as a Associate - Technical Engineer, in band 04G to do your best work ever. You will be working alongside passionate IBMers, business & technology experts, who are constantly building their knowledge and expertise to find the best solutions to help our clients achieve their goals and create new possibilities.

At IBM you will experience an inclusive and collaborative culture where you can offer ideas and solutions, no matter your experience or area of expertise - you have an audience that listens from Day 1. You will have access to world-class learning opportunities to help you create the career you've always imagined. Join us and you'll be proud to call yourself an IBMer.

Your letter of employment is attached, for your review and acceptance. Please do not hesitate to reach out to us in case of queries or concerns. We look forward to hearing from you soon and welcome you to be a part of our team.



December 7, 2020

IBM India Private Limited
Manyata Embassy Business Park,
G2 Block, Nagwara Outer Ring Road,
Bangalore - 560045, India.
Tel : 91-80-49139999
http://www-07.ibm.com/in/careers/

Dear PREM JOSHUA TONY.G

We are pleased to offer you the position of Associate - Technical Engineer, in band 04G at IBM India Pvt Ltd (IBM or Company). The terms and conditions of your employment contract at IBM are detailed below. Please read these important details carefully, including your compensation and benefits.

Further, this offer is contingent upon your obtaining the degree, consistent academic performance, minimum aggregate or equivalent of 65% in your highest completed education, failing which IBM may, at its sole discretion, withdraw this offer of employment

Acceptance and Commencement

Your appointment will be effective on your joining date, i.e January 11, 2021. Please contact us immediately if you require an alternative joining date. If you do not confirm your acceptance or we are unable to set an alternative date, this offer will be withdrawn.

To confirm your acceptance of this offer, you are required to:

- Accept this offer by selecting the 'accept' option at the bottom of the form. Please note that if you do not provide your acceptance, you will not be allowed to join on the joining date specified above.
- On your first day of employment, please report at 9:00 am to the Main Lobby located at Block D3,Manyata Embassy Business Park, Nagawara Outer Ring road, Bangalore-560045. You will meet with your Onboarding Specialist who will assist you with your joining formalities. If you have questions about your First Day Start Paperwork, send a mail to pronboar@in.ibm.com

On your joining date, please bring (i) 1 copy of this letter duly signed and dated by you (ii) 2 self-photographs (passport size, color with white background) (iii) One set of print outs of the completed on boarding forms & Originals (iv) Aadhaar number (If you do not have one, please apply immediately and provide the enrolment number on the day of onboarding). This is required to facilitate remittance of your provident fund to the Employees Provident Fund Organization, as well as for any other purposes that may be required by statutory and regulatory authorities. Please note that Aadhaar is currently not mandatory for employees who do not

hold an Indian passport, hence please notify us in advance if you fall within this category (v) Two sets of photocopies of the following mandatory documents:

- Relieving document from most recent employer - Relieving letter or service certificate or resignation acceptance e-mail with last working day (LWD) confirmation.
- Passport and Pan card- If you do not have a Passport or Pan card you need to bring one of the following IDs.
    - Voter ID card
    - Driving License
    - Aadhaar Card
    - Senior Secondary result/certificate with DOB and photo (for university hires only)
- In the absence of Passport and Pan card, apply for the same immediately and carry any one of the following as mentioned above to complete on boarding process.
- Disability certificate - If you have stated in your application to IBM that you are differently abled, please bring the disability certificate as per the prescribed format, duly filled & signed.
- Name change document - If you have ever changed your name at any point of time, and for any reason whatsoever. Valid Indian Work Permit, if applicable.
- Education documents (for university hires only) - Degree certificate and all year mark sheets for the highest degree attained.

Please contact us via eschoolhiring@in.ibm.com for any queries regarding your employment offer.

The other terms and conditions of the offer are as follows:

- Your employment with the Company is at all times subject to you having a valid work permit from the Government of India. It is your responsibility to obtain and maintain throughout your employment a valid work permit. A copy of the work permit needs to be furnished by you on the date of on boarding, failing which you will not be permitted to join.
- Your initial posting will be in Bangalore, However, your services are transferable and you may be assigned to any other department, location or office of IBM, a subsidiary, or associate company as the Company may decide from time to time. Your project, designation or role may be changed at the discretion of the Company depending on the work assigned to you. In such case, you will be governed by the policies of that location and role.
- You acknowledge that the technology industry undergoes rapid transformations and structural changes. In this context, IBM frequently enters into agreements with other entities, including outsourcing arrangements, transitions, mergers, acquisitions, divestitures and other corporate actions. If any such action relates to your role / position, you agree to cooperate with IBM and take any necessary steps to ensure a smooth transition.
- Your appointment and continued employment at IBM is conditional upon satisfactory reference & background checks including verification of your application materials, education and employment history. Your employment is also contingent upon your ability to work for the Company without restriction (i.e. you do not have any non-compete obligations or other restrictive clauses with any previous employer). If any information furnished by you in your application for employment or during

the selection process is found at any time during your employment to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice or compensation.

- You may be required to travel on Company work and you will be reimbursed expenses as per Company policy.
- If you are absent for a continuous period of 8 days without leave or obtaining your manager's approval, you will be deemed to have voluntarily terminated your service without notice.
- You will be on probation until your successful completion of the probationary period is confirmed in writing. The normal probation period is [1] year but may be extended or confirmed earlier based on your performance and at your manager's discretion. At any time during your probationary period, either you or the Company may terminate your service by giving 30 days notice or basic salary in lieu thereof.
- Upon completion of your probation period and confirmation as a regular employee, you or the Company may terminate your service at any time by giving 90 days notice or basic salary in lieu thereof. However due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period. You shall not be deemed to have been relieved of your services except upon issue of a letter by the Company to that effect.
- IBM encourages and fosters a culture of strong performance from its employees. Accordingly, during your service with IBM, you will be required to comply with the following:
    - The Company presents multiple opportunities across technologies to support employees develop their skills and build their career. You shall maintain a satisfactory level of performance at all times.
    - You agree to utilize IBM's resources, materials and training programs as applicable, and shall ensure that your skills are at all times current and relevant to IBM's business.
    - You may be required to undergo certain training and assessment programs from time to time and shall complete the same to the satisfaction of IBM.
    - You also understand and acknowledge that IBM requires its employees to be productively and effectively utilized at all times. IBM maintains listings of open positions on its internal job postings page. If you are no longer deployed on a project/ assignment, you shall search for positions that are commensurate with your skills and experience and ensure you are effectively utilized. If selected for such positions, your movement to these positions will be subject to IBM's processes and policies.
    - You will be aware that the Company works on a round the clock model depending on customer needs. You hereby consent, should your role require it, to working on any shift, including night shift, to support the business requirements of the Company.
    - Your compliance with the above terms and conditions shall be reviewed from time to time, and shall be an integral condition of your continued employment with IBM.
- You will retire from the services of the Company on attaining 58 years. Retirement action will be performed one day prior to the last working day of the retiring month.
- Upon your resignation or retirement from the Company or termination of your services, you are required to return all assets and property of the Company such as documents, machines, data, files and books etc. (including but not limited to leased properties).

- Any and all of the terms and conditions of service may be modified or changed at the Company's discretion.
- Your individual remuneration is strictly confidential and is detailed in Annexure A. It has been determined based on numerous factors such as your job, skills-specific background, and professional merit. This information and any changes made therein should be treated as personal, confidential and should not be disclosed to any person without IBM's prior written authorization.
- You will, by default, be enrolled in IBM's Group Mediclaim Insurance Policy, unless you choose to opt out. A nominal premium will be charged to you for the same, for as long as you participate in the Policy. All benefits as outlined herein and in IBM policies are subject to change at the Company's discretion. You will be entitled to privilege leave in accordance with the Company's policy as applicable from time to time.
- It is your responsibility to notify the Company of any changes in your personal information within 3 working days. All notices shall be considered duly and properly delivered to the address on file with the Company.
- During your service with the Company, you are expected to devote your whole time and attention to the Company's affairs and refrain from directly or indirectly engaging in any other employment or business in any role or capacity.
- Information pertaining to IBM operations and intellectual property is confidential as detailed in Annexure B. You will also be bound by more specific non-disclosure agreements on sensitive issues based on business requirements. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and indemnify the Company against any breach thereof.
- All employees are required to read and comply with IBM's Business Conduct Guidelines and sign a statement to this effect. Any breach of the Guidelines or the terms and conditions of employment may result in termination of your services without notice or compensation.
- If any information furnished by you in your application for employment or during the selection process is found at any time during your employment to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice or compensation.
- Your offer is contingent upon you agreeing to authorize IBM to recover a sum of Rs 100000 (Rupees One Lakh Only) as cost incurred towards your training during the course of your employment, in the event your services with IBM are terminated for whatever reason, including your resignation from services, within a period of 12 months from the date of your joining IBM or if you are absconding from work for a period of 8 days which will lead to eventual termination of your employment.
- You hereby agree to abide by all the rules and regulations of the Company and accept the policies and processes of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the rules, regulations or policies and the same shall be binding on you.
- This offer is conditional upon your having a valid Passport. If you do not have a passport as of the date of this offer, you are required to apply for one immediately and produce the relevant acknowledgement on the day of your on boarding. Should you be denied a passport or if you are otherwise unable to produce a copy of your passport, IBM shall be entitled to terminate your employment for cause. It is a condition of your employment that you have a valid passport at all times.
- You will be required to register your profile with National Skills Registry once you join IBM. The details on the National Skills Registry are available on www.nationalskillsregistry.com .To complete the registration process, you will be required to submit a photograph, a photo identity proof and

registration fee of INR 300 + (Service taxes as applicable) - which includes INR 50/- annual usage fee at the POS (Point of Service) helpdesk at IBM office Registration with National Skills Registry is mandatory and should be completed within 30 days from your date of joining.

- You will be required to provide the Aadhaar Number on the day of onboarding and the same must be updated on the HR Systems mandatorily within 30 days of your onboarding. Please do ensure that the name as per Aadhaar is exactly the same as the name given by you to IBM , and that appears on this employment contract. In case there is a mismatch please have the same rectified with Aadhaar authority (UIDAI) prior to onboarding.
- You shall be entitled to the following benefits when you join at the training location. These amounts are subject to applicable income taxes, and shall not be considered a part of your salary for the purpose of any statutory deductions:

  Settling in Allowance - A one-time amount of INR 25000 towards settling-in allowance will be paid to you upon joining the Company. The payment timeline is subject to the date of joining and the company payment cut-off date. For example: if your date of joining is between 1st to 10th of the month then the payment will be processed in the same month of joining else it will be processed in the subsequent month of joining. This amount is intended to offset any and all expenses applicable during the joining process of the employee (e.g., relocation expenses like travel, stay, conveyance etc. during initial training and first project deployment post training) - no additional amounts are payable or reimbursable. This amount will be paid as a fixed lump sum amount in your payroll and you will not be required to submit receipts for any expenses incurred. Please note that this settling-in allowance is subject to appropriate income tax deductions as per applicable law. If you resign from IBM, or your employment is terminated for any reason, within 1 year from your joining date, you agree that you will repay the entire settling in allowance to IBM. You may be required to repay to IBM any taxes that were deducted from your settling in allowance and paid to the income tax authorities, subject to applicable law, and if such amounts cannot be reclaimed by IBM, IBM may recover all such amounts from your final settlement.

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ANNEXURE A

DATE	December 7, 2020		
NAME	PREM JOSHUA TONY.G	BAND	04G
DESIGNATION	Associate - Technical Engineer	LOCATION	Bangalore
Compensation Components		IBM Offer (in INR)	
1. Annual Basic Salary		180000	
2. Annual Flexible Benefit Plan (FBP)		214760	
3. Annual Reference Salary (ARS)		394760	
4. Retirals			
a) Provident Fund (PF)		21600	
b) Gratuity @ 4.8%		8640	
5. Annual Reference Salary + Retirals		425000	

Growth Driven Profit-sharing (GDP), an annual profit distribution scheme, is another important part of your compensation opportunity and is designed to support a team oriented, high-performance work culture. Further details of the program will be made available to you upon joining IBM. Please note: IBM reserves the right, in its sole discretion, to amend, change, suspend, or terminate the Growth Driven Profit-sharing program at any time, including, but not limited to, changing how the profit sharing pool is allocated or altering the payment amount at the region or country level based on unanticipated business issues or extenuating circumstances.

The Company presently has a Performance Award Program (PA). Further details of the Performance Award Program will be made available to you upon joining IBM. Please note: IBM reserves the right in its sole discretion to amend, change, suspend, or terminate Performance Award Program at any time.

You agree to the Company adjusting the statutory bonus amount, if any, under the Payment of Bonus Act, 1965, against payments made under the Company's profit distribution schemes GDP & PA.

OTHER BENEFITS:

- By default, you will be enrolled in the Group Mediclaim Policy. You need to enroll your immediate family (Spouse & up to Four Children) within 45 days of joining. If you wish to do so, a nominal premium for covering you and your family will be charged to you unless you choose to opt out for yourself and family.
- Group Term Life and Accident Rider Coverage

The impact of today's technology and pace of change is tremendous. We hope you're as excited as we are to play a part in that revolution. At IBM, we're changing the world every day and we will be delighted to have you as part of our team. To confirm your acceptance of this offer letter on the terms and conditions specified herein, please sign in the space specified below and return the signed copy to IBM on your on boarding day.

Signed By - IBM Authorized Signatory
Talent Acquisition Leader ISA



ACCEPTANCE OF APPOINTMENT TERMS AND CONDITIONS (TO BE UPDATED BY THE CANDIDATE ON THE DATE OF JOINING))

I agree that I have read, understand, and accept employment with IBM under the terms and conditions stated above. By signing on this offer, I also agree and acknowledge that this offer letter does not require a physical signature, and the issuance of this offer of employment to me, my acceptance of this offer, and IBM's acknowledgment of the same and the affixing of a signature by the IBM representative shall be adequate to constitute a valid contract of employment between IBM India Pvt Ltd. and me. (Please sign below to confirm that you agree with the terms and conditions stated in this offer.)

SIGNATURE

PRINTED NAME

DATE OF JOINING

DATE

VERIFIED BY (FOR OFFICE USE ONLY - TO BE UPDATED BY ON BOARDING SPECIALIST)

SIGNATURE

PRINTED NAME

DATE

Explanation of Compensation Components

Component	Summary Explanation*
1. Basic Salary	The fundamental salary component to which many other compensation components are linked.
2. Flexible Benefit Plan (FBP)	The FBP allows employees to choose a benefit basket that suits their needs. For certain elements, employees may avail of tax exemptions as per prevailing tax laws. The elements are listed below.
(a) Leave Travel Allowance (LTA)	LTA can be used for up to maximum of economy class airfare twice during a 4 year period as per Income tax rules.
(b) House Rent Allowance	Maximum 50% of Basic Salary per annum. To be used for house rent.
(c) "Flat" Allowance	Remaining FBP funds and is a taxable amount.
3. Retirals	These elements of compensation are not paid out until later when certain conditions are met.
(a) Provident Fund (PF)	12% of Basic Salary is contributed to the Provident Fund.
(b) Gratuity	4.8% of Basic Salary, which denotes the company's contribution to the Gratuity Fund based on actuarial calculations. You are not entitled to this amount as a cash component as this is intended to be a retiral benefit. Gratuity is payable to you as per the IBM Gratuity Trust Fund Rules and the Payment of Gratuity Act, 1972, on cessation of your employment after at least 5 years of continuous service with the Company. The amount of gratuity payable shall not exceed Twenty Lakh rupees (INR 2,000,000).
(c) ESIC	Until your monthly wages are up to INR 21,000/- per month, or such other amount prescribed by law, you will be covered under Employee State Insurance Act, 1948 (ESIC) and will be entitled to avail benefits under the same.
Annual Reference Salary	Annual Basic Salary + Annual FBP

**For detailed information please refer to Company policies, which are subject to change from time to time.*

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Other Benefits- Additional Information*

Group Term Life and Accident Rider Coverage Scheme

Group Term Life Insurance Plan:

This is a company paid benefit which provides group term life coverage to all employees of IBM India Pvt. Ltd. The benefit basis for life coverage is sixty times monthly basic salary subject to a minimum and a maximum coverage as stated in the policy. The coverage is subject to completion of the Insurance Company's prescribed insurance underwriting procedure and awarding of coverage by the insurance company. Coverage applies world-wide, 24 hours a day.

Group Personal Accident Plan:

This is a company paid benefit which provides group personal accident coverage to all employees of IBM India Pvt. Ltd. The benefit basis for accident coverage against permanent total disability, permanent partial disability and dismemberment is sixty times monthly basic salary subject to a minimum and a maximum coverage as stated in the policy. Coverage applies world-wide, 24 hours a day.

Group Mediclaim Insurance Policy for Self and nuclear family (spouse and up to 4 children)

By default, you will be enrolled in the Group Mediclaim Policy from the date of your joining with a coverage of up to INR 3 Lakh per year under Family Floater plan. As part of that, you can also enroll your immediate family (Spouse & up to Four Children) through our Third-Party Administrator's (TPA) website within 45 days of your joining. If you decide to avail Mediclaim insurance policy, there will be an applicable Co-share of premium deduction from your salary. If you wish not to be covered, you may choose to opt out within 45 days of joining. You have the option of enhancing this cover up to a maximum of INR 10 Lakh per year (incremental premium to be borne by employee).

You also have the opportunity of purchasing insurance coverage for your parents. This is on an individual coverage basis and the premium incurred is to be borne by you.

Mid-term inclusion of only new born babies (within 45 days of the child birth) and newly married spouse (within 45 days from the date of marriage) is allowed. The insurance coverage for the newly acquired dependent (spouse/child) will be with effect from the date of event (marriage/ birth whichever is applicable) *

**Subject to enrolling the new dependent within 45 days from the date of event.*

All hospitalization claims under the Medical Insurance Policy pertaining to employee is borne by insurer at 90:10%. Claims pertaining to dependents (spouse, children and parents) will be borne by insurer and employee on a 80% : 20% basis.

Critical Illness Buffer

This benefit is provided to help you and your nuclear family in times of medical emergencies. If an employee, spouse or child is diagnosed with any of the illnesses defined under the "Critical Illness Buffer" criteria, you can also be eligible for an additional amount of INR 7 Lakh for required treatment once the Family Floater and any additional cover (if taken) is exhausted. This is subject to available Corporate Buffer and policy T&C.

Domiciliary Benefit

Domiciliary expenses on out-patient care for employee, spouse and children up to a maximum of INR 10,000/- (at 50% Co-pay) is also provided to employees who participate in the Group Mediclaim Insurance Policy.

National Pension System (NPS)

NPS is a voluntary defined contribution-based scheme option provided to all IBM India Regular employees. It's a tax saving retirement vehicle for which you can enroll by declaring your monthly contribution, minimum Rs. 500 per month and

maximum of 10% of your Flexible Benefit Plan, on IBM Intranet. You can find more details about this program on IBM intranet.

Compensation under Employees Compensation Act

All IBM employees are entitled for compensation under the Employee's Compensation Act, 1923, as amended from time to time. The compensation under the Act will be inclusive of the coverage amount under Group term Life Insurance Plan and shall be paid under following circumstances:

a) incase of personal injury caused to an employee by an accident arising out of and in the course of his employment resulting in total or partial disablement of the employee for a period exceeding three days. Provided that the accident is not directly attributable to the employee having being under the influence of drink or drugs or willfully disobedience of any order expressively given for the safety of employees or willfully removal or disregard of any safety guard or other device provided for the purpose of securing safety of employees.

b) Incase of any injury resulting in Death or permanent total disability.

c) Incase of occupational disease as defined under the Act.

** For detailed information, please refer the Company's Intranet. Company benefits and policies are subject to withdrawal; change from time to time at the sole discretion of the Company and without the need of any prior notice to the employees.*

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ANNEXURE B – NON-DISCLOSURE AGREEMENT

Agreement Regarding Confidential Information, Intellectual Property, and Other Matters

Serial # :_____Date Of Hire :_____/_____/ _____

In consideration of my employment or my continued employment by International Business Machines Corporation or one of its subsidiaries or affiliates (collectively, "IBM"), which I acknowledge is employment at will, and the payment to me of a salary or other compensation during my employment, I agree as follows:

1. I will not, without IBM's prior written permission, disclose to anyone outside of IBM or use in other than IBM's business, either during or after my employment, any confidential information or material of IBM, or any information or material received by IBM in confidence from third parties, such as suppliers or customers. If I leave the employ of IBM or at the request of IBM, I will return to IBM all property in my possession belonging to IBM or received by IBM from any third party, whether or not containing confidential information and whether stored on an IBM owned asset or a personally owned asset, including, but not limited to, electronic data, electronic files, diskettes and other storage media, drawings, notebooks, reports, and any other hard copy or electronic documents or records. No employee is prohibited from reporting possible violations of law or regulation to a government agency, as protected by law.

Confidential information or material of IBM is any information or material: (a) generated or collected by or utilized in the operations of IBM; received from any third party; obtained from an entity IBM acquired or in which IBM purchased a controlling interest (including information or material received by that entity from a third party); or suggested by or resulting from any task assigned to me or work performed by me for or on behalf of IBM; and (b) which has not been made available generally to the public, whether or not expressed in a document or other medium and whether or not marked "IBM Confidential" or with any similar legend of IBM or any third party. Confidential information or material may include, but is not limited to, information and material related to past, present and future development, manufacturing activities, or personnel matters; marketing and business plans; pricing information; customer lists; technical specifications, drawings, and designs; prototypes; computer programs; and databases.

2. (a) During my employment with IBM and for two years following the termination of my employment from IBM for any reason, I will not directly or indirectly within the Restricted Area solicit, or attempt to or participate or assist in any effort to solicit, any employee of IBM to be employed or perform services outside of IBM. For purposes of this Paragraph 2(a), "Restricted Area" shall mean any geographic area in the world in which I worked or for which I had job responsibilities, including supervisory responsibilities, during the last twelve (12) months of my employment with IBM. Also, for purposes of this Paragraph 2(a), "employee of IBM" shall mean any employee of IBM who worked within the Restricted Area at any time in the 12-month period immediately preceding any actual or attempted solicitation.
(b) I agree that during my employment with IBM and for one year following the termination of my employment for any reason, I will not directly or indirectly solicit for competitive business purposes any customer with which I was directly or indirectly involved as part of my job responsibilities during the twelve (12) months prior to the termination of my employment with IBM. This paragraph 2(b) does not apply to any IBM employee whose work location as reflected in IBM records is within the state of California.

I acknowledge that IBM would suffer irreparable harm if I fail to comply with Paragraph 2(a) or (b), and that IBM would be entitled to any appropriate relief, including money damages, equitable relief and attorneys' fees.

3. I will not disclose to IBM, use in its business, or cause it to use, any information or material which is confidential to any third party unless authorized by IBM. In addition, I will not incorporate into any product used and/or sold by IBM, any copyrighted materials or patented inventions of any third party, unless authorized by IBM pursuant to Paragraph 5.

4. I will comply, and do all things necessary for IBM to comply, with (a) the laws and regulations of all governments under which IBM does business, (b) the provisions of contracts between any such government or its contractors and IBM that relate to intellectual property or to

the safeguarding of information, and (c) IBM's corporate directives, including, without limitation, policies and information technology security standards issued from time to time as well as the IBM Business Conduct Guidelines as amended from time to time.

5. I hereby assign to IBM my entire right, title, and interest in any idea, concept, technique, invention, design (whether the design is ornamental or otherwise), computer programs and related documentation, other works of authorship, mask works, and the like (all hereinafter called "Developments"), hereafter made, conceived, written, or otherwise created solely or jointly by me, whether or not such Developments are patentable, subject to copyright or trademark protection or susceptible to any other form of protection which: (a) relate to the actual or anticipated business or research or development of IBM or its subsidiaries or (b) are suggested by or result from any task assigned to me or work performed by me for or on behalf of IBM or its subsidiaries.

If, by operation of law such right, title, and interest in Developments vest in IBM upon creation, I acknowledge that such right, title, and interest belong to IBM. Also, I hereby assign to IBM my entire right, title and interest in any such Developments that were or are suggested by or a result of any task assigned to me or work performed by me for or on behalf of any entity that IBM acquired or in which IBM purchased a controlling interest to the extent that any such right, title and interest is not already owned by said entity.

In the case of any "other works of authorship", such assignment or ownership shall be limited to those works of authorship which meet both conditions (a) and (b) above.

California Notice: For Developments subject to California law, notwithstanding anything above to the contrary, I understand that this assignment does not apply to a Development which qualifies fully under the provisions of Section 2870 of the California Labor Code. The above provisions concerning assignment or ownership of Developments apply to Developments created while employed by IBM in an executive, managerial, professional, product or technical planning, technical, research, programming, or engineering capacity (including development, product, manufacturing, systems, applied science, and field engineering) or otherwise.

The assignment of Developments in this Paragraph 5 shall exclude any Developments in which I have a right, title, or interest and that were, prior to my employment with IBM, (1) conceived and/or made solely or jointly by me; (2) written wholly or in part by me; or (3) expressly stated in an agreement that I executed with another party which precludes an assignment to IBM (collectively, these exceptions to assigned Developments hereunder shall be known as “Excluded Developments”). Further, I acknowledge that I will not use or cause to be used, any Excluded Developments in IBM’s business, research or development without a written or email authorization to do so from both my first and second line manager. For the avoidance of doubt, Excluded Developments shall not comprise any Developments that were or are suggested by or resulted from any task assigned to me or work performed by me for or on behalf of any entity that IBM acquired or in which IBM purchased a controlling interest, unless assignment of my right, title, and interest in the Development is governed by an agreement executed prior to my IBM employment.
I hereby identify any and all Excluded Developments which are not published in a searchable public database (e.g. United States Patent & Trademark Office). In the following table I have provided a brief non-confidential description that sufficiently identifies the Excluded Development (e.g. title of publication), the creation date of the Excluded Development, and to the extent my rights to the Excluded Development are governed by an agreement, the other named party to the agreement and the date the obligation terminates.

If I do not have any Excluded Developments to declare I have left the following table blank or have written “None,” “Non/Applicable,” or a similar designation.

Description of Excluded Development	Date Created	Named Party/Termination Date

Additional pages may be attached, as appropriate to identify other Excluded Developments, if any. IBM requires you to disclose Excluded Developments in this Paragraph 5. If you wish to interest IBM in any Excluded Development, you may contact the Intellectual Property and Licensing Department at Corporate Headquarters, which will provide you with instructions for submitting it to IBM.

6. In connection with any of the Developments assigned by Paragraph 5: (a) I will promptly disclose them in writing to the IBM

Intellectual Property Law Department; and (b) I will, on IBM's request, promptly execute a specific assignment of title to IBM or its designee, and do anything else reasonably necessary to enable IBM or such designee to secure a patent, copyright or other form of protection therefore in the United States and in other countries. In addition, I agree to promptly notify the IBM Intellectual Property Law Department in writing of any patent or patent application in which I am an inventor but which is not assigned by Paragraph 5 and which discloses or claims any Development made, conceived, or written while I am employed by IBM.I also agree to promptly notify the IBM Intellectual Property Law Department if, after I leave the employ of IBM, I am contacted by anyone or any entity outside of IBM regarding any transaction, legal or governmental proceeding, litigation or other legal dispute concerning or relating to any of the Developments assigned by Paragraph 5.

7. IBM and its licensees, successors, or assigns (direct or indirect) are not required to designate me as an author of any Development which is subject to Paragraph 5, when it is distributed, publicly or otherwise, or to secure my permission to change or otherwise alter its integrity. I hereby waive and release, to the extent permitted by law, all rights in and to such designation and any rights I may have concerning modifications of such Developments.

I understand that any rights, waivers, releases, and assignments herein granted and made by me are freely assignable by IBM and are for the benefit of IBM and its subsidiaries, licensees, successors, and assigns.

8. I agree that IBM, its services providers and other third parties authorized by IBM will collect, use, store, make available to those who have a need-to-know, and otherwise process my personal information to establish, maintain and terminate my employment relationship with IBM and for other legitimate business purposes, anywhere in the world. Such personal information, whether provided to IBM, its service providers, or third parties directly by me or otherwise gathered, includes my name, photo, contact information, skills, compensation, performance, usage of IBM assets, background check results, bank account information, and disability or medical information.

I will not use for unauthorized purposes nor share with any unauthorized parties, either during or after my employment, any personal information about others to which I may have access during my employment at IBM.

IBM provides numerous opportunities for social computing through blogs, wikis, social networks, virtual worlds and other social media. I agree to comply with all IBM policies and practices regarding use of social computing tools and I understand that I am personally responsible for the content I post on any social computing tools (whether on IBM's internal platforms or on third party sites) and that any information I post, including any of my personal information, may be made broadly available to others, potentially inside or outside IBM, who have access to these tools.

9. The term "subsidiaries," as used in this Agreement, includes any entity owned or controlled, directly or indirectly, by International Business Machines Corporation.

10. The term "employment at will," as used in this Agreement, means the employment at the mutual consent of both me and IBM. Accordingly, either IBM or I can terminate the employment relationship at will, at any time, with or without cause or advance notice. However, this clause does not relieve me of my responsibility to serve the notice period in accordance with my terms of employment, in the event of my resignation from the services of IBM.

11. This Agreement supersedes all previous oral or written communications, representations, understandings, undertakings, or agreements relating to the subject matter hereof, except as expressly agreed otherwise by IBM in writing upon my hire or transfer of employment to IBM. Any waiver of a term in this Agreement and any amendment to this Agreement may only be made in a writing signed by the Senior Vice President of Human Resources for International Business Machines Corporation and myself.

12. This Agreement shall be governed by the laws of India. If any provision of this Agreement is unenforceable at law, the remainder shall remain in effect. I recognize that any violation of my obligations described herein would cause IBM to suffer irreparable harm and can result in disciplinary action, including dismissal from IBM, and any other appropriate relief for IBM including money damages, equitable relief and attorneys fees.

13. This Agreement shall constitute a part of my terms of employment with IBM, and is executed contemporaneously with my offer of employment/ employment contract with IBM.

My agreement, and my acknowledgment of receipt of a copy of this Agreement, are indicated by my signature below.

Employee's Full Name	Employee's Signature	Employee Serial No.	Date

November 29, 2018
IBM India Private Limited
Manyata Embassy Business Park,
G2 Block, Nagwara Outer Ring Road,
Bangalore - 560045, India.
Tel : 91-80-49139999
http://www-07.ibm.com/in/careers/

Dear Priyadharshini Jayabal,
Congratulations!

Based on your application and interviews, we are interested in taking forward your candidature with IBM India Pvt. Ltd. For nearly 100 years, IBM has made an extraordinary impact on the world. This is your opportunity to work with a dynamic organization and make a difference in the way the world works.

We are very pleased to provide this Expression of Interest, which reiterates our intention to hire you, subject to successful completion of our normal pre-recruitment processes (including a background check & pre screening, if applicable). After you provide other information, supporting documents and successfully meet our requirements, we propose to issue a Formal Offer Letter to you. Please note this Expression of Interest is neither an offer nor a legally binding contract of employment. The Expression of Interest shall remain valid until the earlier of date of the Formal Offer Letter or nine months hereinafter.

If any information supplied by you in your application or during the selection process is found to be unsatisfactory, incorrect or false and/or if you suppress material information regarding your qualifications and experience, IBM reserves the right to revoke this Expression of Interest without notice. IBM's decision in this respect shall be final. The terms of Expression of Interest are strictly between you and IBM. Please treat this information as personal and confidential.

We look forward to the opportunity to work with you and hope to convert this Expression of Interest into a formal fixed term employment relationship between you and IBM upon the successful completion of all pre-recruitment procedures.

Signed By - IBM Authorized Signatory
Director - Talent Acquisition ISA



June 12, 2019

IBM India Private Limited
Manyata Embassy Business Park,
G2 Block, Nagwara Outer Ring Road,
Bangalore - 560045, India.
Tel : 91-80-49139999
http://www-07.ibm.com/in/careers/

Dear Raj K.S

The world is at a major turning point; technology is enabling entirely new forms of business operations, business models, industries and outcomes. We have exponentially more power to reach the full potential of our life's work than any humans before us. This is IBM's vision for the future.

We invite you to join us as a Technical Support Associate, in band 3 to do your best work ever. You will be working alongside passionate IBMers, business & technology experts, who are constantly building their knowledge and expertise to find the best solutions to help our clients achieve their goals and create new possibilities.

At IBM you will experience an inclusive and collaborative culture where you can offer ideas and solutions, no matter your experience or area of expertise - you have an audience that listens from Day 1. You will have access to world-class learning opportunities to help you create the career you've always imagined. Join us and you'll be proud to call yourself an IBMer.

Your letter of employment is attached, for your review and acceptance. Please do not hesitate to reach out to us in case of queries or concerns. We look forward to hearing from you soon and welcome you to be a part of our team.



June 12, 2019

IBM India Private Limited
Manyata Embassy Business Park,
G2 Block, Nagwara Outer Ring Road,
Bangalore - 560045, India.
Tel : 91-80-49139999
http://www-07.ibm.com/in/careers/

Dear Raj K.S

We are pleased to offer you the position of Technical Support Associate, in band 3 at IBM India Pvt Ltd(IBM or Company). The terms and conditions of your employment contract at IBM are detailed below. Please read these important details carefully, including your compensation and benefits.

Acceptance and Commencement

Your appointment will be effective on your joining date, i.e June 13, 2019. Please contact us immediately if you require an alternative joining date. If you do not confirm your acceptance or we are unable to set an alternative date, this offer will be withdrawn.

To confirm your acceptance of this offer, you are required to:

- Accept this offer by selecting the 'accept' option at the bottom of the form. Please note that if you do not provide your acceptance, you will not be allowed to join on the joining date specified above.
- Any change of joining date must be communicated to the recruiter at least 5 days prior to your original joining date. The new joining date must be a weekday (except Saturday & Sunday) and should be no later than 5 days from the joining date specified above.
- On your first day of employment, please report at 9:00 am to the Main Lobby located at Block D3,Manyata Embassy Business Park, Nagawara Outer Ring road, Bangalore-560045. You will meet with your Onboarding Specialist who will assist you with your joining formalities. If you have questions about your First Day Start Paperwork, send a mail to pronboar@in.ibm.com

On your joining date, please bring (i) 1 copy of this letter duly signed and dated by you (ii) 2 self photographs (passport size, color with white background) (iii) One set of print outs of the completed on boarding forms & Originals (iv) Aadhaar number (If you do not have one, please apply immediately and provide the enrolment number on the day of onboarding). This is required to facilitate remittance of your provident fund to the Employees Provident Fund Organization, as well as for any other purposes that may be required by statutory and regulatory authorities. Please note that Aadhaar is currently not mandatory for employees who do not hold an Indian passport, hence please notify us in advance if you fall within this category (v) Two sets of photocopies of the following mandatory documents:

- Relieving document from most recent employer - Relieving letter or Service Certificate or Resignation acceptance email with last Working day (LWD) confirmation
- Passport and Pan card- If you do not have Passport or Pan card you need to bring one of the following IDs.
    - Voter ID card
    - Driving License
    - Aadhaar Card
    - Senior Secondary result/certificate with DOB and photo (for University hires only)
- In the absence of Passport and Pan card, apply for the same immediately and carry on one of the following as mentioned above to complete on boarding process.
- Disability certificate - If you have stated in your application to IBM that you are differently abled, please bring the disability certificate as per the prescribed format, duly filled & signed.
- Name change document - If you have ever changed your name at any point of time, and for any reason whatsoever.
- Valid Indian Work Permit, if applicable.
- Education documents (For University hires only) :- Degree certificate and all year mark sheets for the highest degree attained.

The other terms and conditions of the offer are as follows:

- Your employment with the Company is at all times subject to you having a valid work permit from the Government of India. It is your responsibility to obtain and maintain throughout your employment a valid work permit. A copy of the work permit needs to be furnished by you on the date of on boarding, failing which you will not be permitted to join.
- Your initial posting will be in BANGALORE . However, your services are transferable, and you may be assigned to any other department, location or office of IBM, a subsidiary, or associate company as the Company may decide from time to time. Your project, designation or role may be changed at the discretion of the Company depending on the work assigned to you. In such case, you will be governed by the policies of that location and role.
- You acknowledge that the technology industry undergoes rapid transformations and structural changes. In this context, IBM frequently enters into agreements with other entities, including outsourcing arrangements, transitions, mergers, acquisitions, divestitures and other corporate actions. If any such action relates to your role / position, you agree to cooperate with IBM and take any necessary steps to ensure a smooth transition.
- Your appointment and continued employment at IBM is conditional upon satisfactory reference & background checks including verification of your application materials, education and employment history.
- Your employment is also contingent upon your ability to work for the Company without restriction (i.e. you do not have any non-compete obligations or other restrictive clauses with any previous employer). If any information furnished by you in your application for employment or during the selection process is found at any time during your employment to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice or compensation.

- Your designation may be changed at the discretion of the Company depending on the work assigned to you.
- You may be required to travel on Company work and you will be reimbursed expenses as per Company policy.
- If you are absent for a continuous period of 8 days without leave or obtaining your manager's approval, you will be deemed to have voluntarily terminated your service without notice.
- You will be on probation until your successful completion of the probationary period is confirmed in writing. The normal probation period is [1] year but may be extended or confirmed earlier based on your performance and at your manager's discretion. At any time during your probationary period, either you or the Company may terminate your service by giving 30 days notice or basic salary in lieu thereof.
- Upon completion of your probation period and confirmation as a regular employee, you or the Company may terminate your service at any time by giving 90 days notice or basic salary in lieu thereof. However due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period. You shall not be deemed to have been relieved of your services except upon issue of a letter by the Company to that effect.
- IBM encourages and fosters a culture of strong performance from its employees. Accordingly during your service with IBM, you will be required to comply with the following:
    - The Company presents multiple opportunities across technologies to support employees develop their skills and build their career. You shall maintain a satisfactory level of performance at all times.
    - You agree to utilize IBM's resources, materials and training programs as applicable, and shall ensure that your skills are at all times current and relevant to IBM's business.
    - You may be required to undergo certain training and assessment programs from time to time and shall complete the same to the satisfaction of IBM.
    - You also understand and acknowledge that IBM requires its employees to be productively and effectively utilized at all times. IBM maintains listings of open positions on its internal job postings page. If you are no longer deployed on a project/ assignment, you shall search for positions that are commensurate with your skills and experience and ensure you are effectively utilized. If selected for such positions, your movement to these positions will be subject to IBM's processes and policies.
    - You will be aware that the Company works on a round the clock model depending on customer needs. You hereby consent, should your role require it, to working on any shift, including night shift, to support the business requirements of the Company.
    - Your compliance with the above terms and conditions shall be reviewed from time to time and shall be an integral condition of your continued employment with IBM.

- You will retire from the services of the Company on attaining 58 years. Retirement action will be performed one day prior to the last working day of the retiring month.
- Upon your resignation or retirement from the Company or termination of your services, you are required to return all assets and property of the Company such as documents, machines, data, files and books etc. (including but not limited to leased properties).
- Any and all of the terms and conditions of service may be modified or changed at the Company's discretion.
- You will, by default, be enrolled in IBM's Group Mediclaim Insurance Policy, unless you choose to opt out. A nominal premium will be charged to you for the same, for as long as you participate in the Policy. All benefits as outlined herein and in IBM policies are subject to change at the Company's discretion. You will be entitled to privilege leave in accordance with the Company's policy as applicable from time to time.
- It is your responsibility to notify the Company of any changes in your personal information within 3 working days. All notices shall be considered duly and properly delivered to the address on file with the Company.
- Your individual remuneration is strictly confidential and is detailed in Annexure A. It has been determined based on numerous factors such as your job, skills-specific background, and professional merit. This information and any changes made therein should be treated as personal, confidential and should not be disclosed to any person without IBM's prior written authorization.
- During your service with the Company, you are expected to devote your whole time and attention to the Company's affairs and refrain from directly or indirectly engaging in any other employment or business in any role or capacity.
- Information pertaining to IBM operations and intellectual property is confidential as detailed in Annexure B. You will also be bound by more specific non-disclosure agreements on sensitive issues based on business requirements. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and indemnify the Company against any breach thereof.
- You hereby agree to abide by all the rules and regulations of the Company and accept the policies and processes of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the rules, regulations or policies and the same shall be binding on you.
- All employees are required to read and comply with IBM's Business Conduct Guidelines and sign a statement to this effect. Any breach of the Guidelines or the terms and conditions of employment may result in termination of your service without notice or compensation.
- You will abide by all the rules and regulations of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the above terms and conditions which shall be binding on you.
- This offer is conditional upon your having a valid Passport. If you do not have a passport as of the date of this offer, you are required to apply for one immediately and produce the relevant acknowledgement on the day of your on boarding. Should you be denied a passport or if you are otherwise unable to produce a copy of your passport, IBM shall be entitled to terminate your employment for cause. It is a condition of your employment that you have a valid passport at all times.
- You will be required to register your profile with National Skills Registry once you join IBM. The details on the National Skills Registry are available on www.nationalskillsregistry.com .To complete the registration process, you will be required to submit a photograph, a photo identity proof and registration fee of INR 300 + (Service taxes as applicable) - which includes INR 50/- annual usage fee

at the POS (Point of Service) helpdesk at IBM office Registration with National Skills Registry is mandatory and should be completed within 30 days from your date of joining.

- You will be required to provide the Aadhaar Number on the day of onboarding and the same must be updated on the HR Systems mandatorily within 30 days of your onboarding. Please do ensure that the name as per Aadhaar is exactly the same as the name given by you to IBM , and that appears on this employment contract. In case there is a mismatch please have the same rectified with Aadhaar authority (UIDAI) prior to onboarding.

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ANNEXURE A

DATE	June 12, 2019		
NAME	Raj K.S	BAND	3
DESIGNATION	Technical Support Associate	LOCATION	BANGALORE

Compensation Components	IBM Offer (in INR)
1. Annual Basic Salary	109459
2. Annual Flexible Benefit Plan (FBP)	131351
Annual Reference Salary	240810

3. Retirals	
a) Provident Fund (PF)	13135
b) Gratuity @ 4.8%	5254
Annual Reference Salary + Retirals	259200
4. Performance Linked Variable Pay	0 to 43800
5. Annual Potential Compensation	**Annual Reference Salary + Retirals + Performance Linked Variable Pay**

*Company currently has performance linked variable pay program with performance measured against criteria announced at monthly or quarterly frequency. This forms a part of the variable earnings and actual earnings & frequency of payment will be as per the defined Company Policies. The management reserves the right at its discretion to modify/amend/withdraw/continue with the program.

All salary components may be subject to restructuring or modification based on IBM policies.

OTHER BENEFITS:

- By default, you will be enrolled in the Group Mediclaim Policy. You need to enroll your immediate family (Spouse & up to Four Children) within 45 days of joining. If you wish to do so, a nominal

premium for covering you and your family will be charged to you unless you choose to opt out for yourself and family.

- Group Term Life and Accident Rider Coverage

OTHER COMMITMENTS/ CONDITIONS

The impact of today's technology and pace of change is tremendous. We hope you're as excited as we are to play a part in that revolution. At IBM, we're changing the world every day and we will be delighted to have you as part of our team. To confirm your acceptance of this offer letter on the terms and conditions specified herein, please sign in the space specified below and return the signed copy to IBM on your on boarding day.

Signed By - IBM Authorized Signatory
Director - Talent Acquisition ISA



ACCEPTANCE OF APPOINTMENT TERMS AND CONDITIONS (TO BE UPDATED BY THE CANDIDATE ON THE DATE OF JOINING))

I agree that I have read, understand, and accept employment with IBM under the terms and conditions stated above. By signing on this offer, I also agree and acknowledge that this offer letter does not require a physical signature, and the issuance of this offer of employment to me, my acceptance of this offer, and IBM's acknowledgment of the same and the affixing of a signature by the IBM representative shall be adequate to constitute a valid contract of employment between IBM India Pvt Ltd. and me. (Please sign below to confirm that you agree with the terms and conditions stated in this offer.)

SIGNATURE

PRINTED NAME

DATE OF JOINING

DATE

VERIFIED BY (FOR OFFICE USE ONLY - TO BE UPDATED BY ON BOARDING SPECIALIST)

SIGNATURE

PRINTED NAME

DATE

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Explanation of Compensation Components

Component	Summary Explanation*
1. Basic Salary	The fundamental salary component to which many other compensation components are linked.
2. Flexible Benefit Plan (FBP)	This is valued at 120% of your Basic Salary. The FBP allows employees to choose a benefit basket that suits their needs. For certain elements, employees may avail of tax exemptions as per prevailing tax laws. The elements are listed below.
(a) Leave Travel Allowance (LTA)	LTA can be used for up to maximum of economy class airfare twice during a 4 year period as per Income tax rules.
(b) House Rent Allowance	Maximum 50% of Basic Salary per annum. To be used for house rent.
(c) “Flat” Allowance	Remaining FBP funds and is a taxable amount.
3. Retirals	These elements of compensation are not paid out until later when certain conditions are met.
(a) Provident Fund (PF)	12% of Basic Salary is contributed to the Provident Fund.
(b) Gratuity	4.8% of Basic Salary, which denotes the company's contribution to the Gratuity Fund based on actuarial calculations. You are not entitled to this amount as a cash component as this is intended to be a retiral benefit. Gratuity is payable to you as per the IBM Gratuity Trust Fund Rules and the Payment of Gratuity Act, 1972, on cessation of your employment after at least 5 years of continuous service with the Company. The amount of gratuity payable shall not exceed Twenty Lakh rupees (INR 2,000,000).
(c) ESIC	Until your monthly wages are up to INR 21,000/- per month, or such other amount prescribed by law, you will be covered under Employee State Insurance Act, 1948 (ESIC) and will be entitled to avail benefits under the same.
Annual Reference Salary	Annual Basic Salary + Annual FBP
4. Performance Linked Variable Pay	Amount of Target earnings mentioned under Performance Linked Variable Pay Program is determined based on your specific role and process/client aligned and subject to change based on any changes to your roles & responsibilities. This forms a part of the variable earnings and actual earnings & frequency of payment will be as per the defined Company Policies. The management reserves the right at its discretion to modify/amend/withdraw/continue with the program.

**For detailed information please refer to Company policies, which are subject to change from time to time.*

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Other Benefits- Additional Information*

Group Term Life Insurance Plan:
This is a company paid benefit which provides group term life coverage to all employees of IBM India Pvt. Ltd. The benefit basis for life coverage is sixty times monthly basic salary subject to a minimum and a maximum coverage as stated in the policy. The coverage is subject to completion of the Insurance Company's prescribed insurance underwriting procedure and awarding of coverage by the insurance company. Coverage applies world-wide, 24 hours a day.

Group Personal Accident Plan:
This is a company paid benefit which provides group personal accident coverage to all employees of IBM India Pvt. Ltd. The benefit basis for accident coverage against permanent total disability, permanent partial disability and dismemberment is sixty times monthly basic salary subject to a minimum and a maximum coverage as stated in the policy. Coverage applies world-wide, 24 hours a day.

Group Mediclaim Insurance Policy for Self and nuclear family (spouse and up to 4 children)
By default, you will be enrolled in the Group Mediclaim Policy from the date of your joining with a coverage of up to INR 3 Lakh per year under Family Floater plan. As part of that, you can also enroll your immediate family (Spouse & up to Four Children) through our Third-Party Administrator's (TPA) website within 45 days of your joining. If you decide to avail Mediclaim insurance policy, there will be an applicable Co-share of premium deduction from your salary. If you wish not to be covered, you may choose to opt out within 45 days of joining. You have the option of enhancing this cover up to a maximum of INR 10 Lakh per year (incremental premium to be borne by employee).

You also have the opportunity of purchasing insurance coverage for your parents. This is on an individual coverage basis and the premium incurred is to be borne by you.

Mid-term inclusion of only new born babies (within 45 days of the child birth) and newly married spouse (within 45 days from the date of marriage) is allowed. The insurance coverage for the newly acquired dependent (spouse/child) will be with effect from the date of event (marriage/ birth whichever is applicable)
**Subject to enrolling the new dependent within 45 days from the date of event.*

All hospitalization claims under the Medical Insurance Policy pertaining to employee is borne by insurer at 90:10%. Claims pertaining to dependents (spouse, children and parents) will be borne by insurer and employee on a 80% : 20% basis.

Critical Illness Buffer
This benefit is provided to help you and your nuclear family in times of medical emergencies. If an employee, spouse, or child is diagnosed with any of the illnesses defined under the "Critical Illness Buffer" criteria, you can also be eligible for an additional amount of INR 7 Lakh for required treatment once the Family Floater and any additional cover (if taken) is exhausted. This is subject to available Corporate Buffer and policy T&C.

Domiciliary Benefit
Domiciliary expenses on out-patient care for employee, spouse and children up to a maximum of INR 10,000/- (at 50% Co-pay) is also provided to employees who participate in the Group Mediclaim Insurance Policy.

National Pension System (NPS)

NPS is a voluntary defined contribution-based scheme option provided to all IBM India Regular employees. It's a tax saving retirement vehicle for which you can enroll by declaring your monthly contribution, minimum Rs. 500 per month and maximum of 10% of your Flexible Benefit Plan, on IBM Intranet. You can find more details about this program on IBM intranet.

Compensation under Employees Compensation Act

All IBM employees are entitled for compensation under the Employee's Compensation Act, 1923, as amended from time to time. The compensation under the Act will be inclusive of the coverage amount under Group term Life Insurance Plan and shall be paid under following circumstances:

a) in case of personal injury caused to an employee by an accident arising out of and in the course of his employment resulting in total or partial disablement of the employee for a period exceeding three days. Provided that the accident is not directly attributable to the employee having being under the influence of drink or drugs or willfully disobedience of any order expressively given for the safety of employees or willfully removal or disregard of any safety guard or other device provided for the purpose of securing safety of employees.

b) In case of any injury resulting in Death or permanent total disability.

c) In case of occupational disease as defined under the Act.

** For detailed information, please refer the Company's Intranet. Company benefits, and policies are subject to withdrawal; change from time to time at the sole discretion of the Company and without the need of any prior notice to the employees.*

** IBM reserves the right, in its sole discretion, to amend, change, suspend, or terminate any benefit or other plan, program, practice or policy of IBM at any time. IBM does not have any obligation to, and nothing contained in these documents shall be construed as creating an express or implied obligation or promise on the part of IBM to, maintain, continue to offer, or make available such plans, programs, practices or policies.*

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ANNEXURE B – NON-DISCLOSURE AGREEMENT

Agreement Regarding Confidential Information, Intellectual Property, and Other Matters

Serial # :_____ Date Of Hire : __ __ / __ __ / __ __ __ __

In consideration of my employment or my continued employment by International Business Machines Corporation or one of its subsidiaries or affiliates (collectively, "IBM"), which I acknowledge is employment at will, and the payment to me of a salary or other compensation during my employment, I agree as follows:

1. I will not, without IBM's prior written permission, disclose to anyone outside of IBM or use in other than IBM's business, either during or after my employment, any confidential information or material of IBM, or any information or material received by IBM in confidence from third parties, such as suppliers or customers. If I leave the employ of IBM or at the request of IBM, I will return to IBM all property in my possession belonging to IBM or received by IBM from any third party, whether or not containing confidential information and whether stored on an IBM owned asset or a personally owned asset, including, but not limited to, electronic data, electronic files, diskettes and other storage media, drawings, notebooks, reports, and any other hard copy or electronic documents or records. No employee is prohibited from reporting possible violations of law or regulation to a government agency, as protected by law.

Confidential information or material of IBM is any information or material: (a) generated or collected by or utilized in the operations of IBM; received from any third party; obtained from an entity IBM acquired or in which IBM purchased a controlling interest (including information or material received by that entity from a third party); or suggested by or resulting from any task assigned to me or work performed by me for or on behalf of IBM; and (b) which has not been made available generally to the public, whether or not expressed in a document or other medium and whether or not marked "IBM Confidential" or with any similar legend of IBM or any third party. Confidential information or material may include, but is not limited to, information and material related to past, present and future development, manufacturing activities, or personnel matters; marketing and business plans; pricing information; customer lists; technical specifications, drawings, and designs; prototypes; computer programs; and databases.

2. (a) During my employment with IBM and for two years following the termination of my employment from IBM for any reason, I will not directly or indirectly within the Restricted Area solicit, or attempt to or participate or assist in any effort to solicit, any employee of IBM to be employed or perform services outside of IBM. For purposes of this Paragraph 2(a), "Restricted Area" shall mean any geographic area in the world in which I worked or for which I had job responsibilities, including supervisory responsibilities, during the last twelve (12) months of my employment with IBM. Also, for purposes of this Paragraph 2(a), "employee of IBM" shall mean any employee of IBM who worked within the Restricted Area at any time in the 12-month period immediately preceding any actual or attempted solicitation.
(b) I agree that during my employment with IBM and for one year following the termination of my employment for any reason, I will not directly or indirectly solicit for competitive business purposes any customer with which I was directly or indirectly involved as part of my job responsibilities during the twelve (12) months prior to the termination of my employment with IBM. This paragraph 2(b) does not apply to any IBM employee whose work location as reflected in IBM records is within the state of California.

I acknowledge that IBM would suffer irreparable harm if I fail to comply with Paragraph 2(a) or (b), and that IBM would be entitled to any appropriate relief, including money damages, equitable relief and attorneys' fees.

3. I will not disclose to IBM, use in its business, or cause it to use, any information or material which is confidential to any third party unless authorized by IBM. In addition, I will not incorporate into any product used and/or sold by IBM, any copyrighted materials or patented inventions of any third party, unless authorized by IBM pursuant to Paragraph 5.

4. I will comply, and do all things necessary for IBM to comply, with (a) the laws and regulations of all governments under which IBM does business, (b) the provisions of contracts between any such government or its contractors and IBM that relate to intellectual property or to

the safeguarding of information, and (c) IBM's corporate directives, including, without limitation, policies and information technology security standards issued from time to time as well as the IBM Business Conduct Guidelines as amended from time to time.

5. I hereby assign to IBM my entire right, title, and interest in any idea, concept, technique, invention, design (whether the design is ornamental or otherwise), computer programs and related documentation, other works of authorship, mask works, and the like (all hereinafter called "Developments"), hereafter made, conceived, written, or otherwise created solely or jointly by me, whether or not such Developments are patentable, subject to copyright or trademark protection or susceptible to any other form of protection which: (a) relate to the actual or anticipated business or research or development of IBM or its subsidiaries or (b) are suggested by or result from any task assigned to me or work performed by me for or on behalf of IBM or its subsidiaries.

If, by operation of law such right, title, and interest in Developments vest in IBM upon creation, I acknowledge that such right, title, and interest belong to IBM. Also, I hereby assign to IBM my entire right, title and interest in any such Developments that were or are suggested by or a result of any task assigned to me or work performed by me for or on behalf of any entity that IBM acquired or in which IBM purchased a controlling interest to the extent that any such right, title and interest is not already owned by said entity.

In the case of any "other works of authorship", such assignment or ownership shall be limited to those works of authorship which meet both conditions (a) and (b) above.

California Notice: For Developments subject to California law, notwithstanding anything above to the contrary, I understand that this assignment does not apply to a Development which qualifies fully under the provisions of Section 2870 of the California Labor Code. The above provisions concerning assignment or ownership of Developments apply to Developments created while employed by IBM in an executive, managerial, professional, product or technical planning, technical, research, programming, or engineering capacity (including development, product, manufacturing, systems, applied science, and field engineering) or otherwise.

The assignment of Developments in this Paragraph 5 shall exclude any Developments in which I have a right, title, or interest and that were, prior to my employment with IBM, (1) conceived and/or made solely or jointly by me; (2) written wholly or in part by me; or (3) expressly stated in an agreement that I executed with another party which precludes an assignment to IBM (collectively, these exceptions to assigned Developments hereunder shall be known as “Excluded Developments”). Further, I acknowledge that I will not use or cause to be used, any Excluded Developments in IBM’s business, research or development without a written or email authorization to do so from both my first and second line manager. For the avoidance of doubt, Excluded Developments shall not comprise any Developments that were or are suggested by or resulted from any task assigned to me or work performed by me for or on behalf of any entity that IBM acquired or in which IBM purchased a controlling interest, unless assignment of my right, title, and interest in the Development is governed by an agreement executed prior to my IBM employment.
I hereby identify any and all Excluded Developments which are not published in a searchable public database (e.g. United States Patent & Trademark Office). In the following table I have provided a brief non-confidential description that sufficiently identifies the Excluded Development (e.g. title of publication), the creation date of the Excluded Development, and to the extent my rights to the Excluded Development are governed by an agreement, the other named party to the agreement and the date the obligation terminates.

If I do not have any Excluded Developments to declare I have left the following table blank or have written “None,” “Non/Applicable,” or a similar designation.

Description of Excluded Development	Date Created	Named Party/Termination Date

Additional pages may be attached, as appropriate to identify other Excluded Developments, if any. IBM requires you to disclose Excluded Developments in this Paragraph 5. If you wish to interest IBM in any Excluded Development, you may contact the Intellectual Property and Licensing Department at Corporate Headquarters, which will provide you with instructions for submitting it to IBM.

6. In connection with any of the Developments assigned by Paragraph 5: (a) I will promptly disclose them in writing to the IBM

Intellectual Property Law Department; and (b) I will, on IBM's request, promptly execute a specific assignment of title to IBM or its designee, and do anything else reasonably necessary to enable IBM or such designee to secure a patent, copyright or other form of protection therefore in the United States and in other countries. In addition, I agree to promptly notify the IBM Intellectual Property Law Department in writing of any patent or patent application in which I am an inventor but which is not assigned by Paragraph 5 and which discloses or claims any Development made, conceived, or written while I am employed by IBM.I also agree to promptly notify the IBM Intellectual Property Law Department if, after I leave the employ of IBM, I am contacted by anyone or any entity outside of IBM regarding any transaction, legal or governmental proceeding, litigation or other legal dispute concerning or relating to any of the Developments assigned by Paragraph 5.

7. IBM and its licensees, successors, or assigns (direct or indirect) are not required to designate me as an author of any Development which is subject to Paragraph 5, when it is distributed, publicly or otherwise, or to secure my permission to change or otherwise alter its integrity. I hereby waive and release, to the extent permitted by law, all rights in and to such designation and any rights I may have concerning modifications of such Developments.

I understand that any rights, waivers, releases, and assignments herein granted and made by me are freely assignable by IBM and are for the benefit of IBM and its subsidiaries, licensees, successors, and assigns.

8. I agree that IBM, its services providers and other third parties authorized by IBM will collect, use, store, make available to those who have a need-to-know, and otherwise process my personal information to establish, maintain and terminate my employment relationship with IBM and for other legitimate business purposes, anywhere in the world. Such personal information, whether provided to IBM, its service providers, or third parties directly by me or otherwise gathered, includes my name, photo, contact information, skills, compensation, performance, usage of IBM assets, background check results, bank account information, and disability or medical information.

I will not use for unauthorized purposes nor share with any unauthorized parties, either during or after my employment, any personal information about others to which I may have access during my employment at IBM.

IBM provides numerous opportunities for social computing through blogs, wikis, social networks, virtual worlds and other social media. I agree to comply with all IBM policies and practices regarding use of social computing tools and I understand that I am personally responsible for the content I post on any social computing tools (whether on IBM’s internal platforms or on third party sites) and that any information I post, including any of my personal information, may be made broadly available to others, potentially inside or outside IBM, who have access to these tools.

9. The term “subsidiaries,” as used in this Agreement, includes any entity owned or controlled, directly or indirectly, by International Business Machines Corporation.

10. The term "employment at will," as used in this Agreement, means the employment at the mutual consent of both me and IBM. Accordingly, either IBM or I can terminate the employment relationship at will, at any time, with or without cause or advance notice. However, this clause does not relieve me of my responsibility to serve the notice period in accordance with my terms of employment, in the event of my resignation from the services of IBM.

11. This Agreement supersedes all previous oral or written communications, representations, understandings, undertakings, or agreements relating to the subject matter hereof, except as expressly agreed otherwise by IBM in writing upon my hire or transfer of employment to IBM. Any waiver of a term in this Agreement and any amendment to this Agreement may only be made in a writing signed by the Senior Vice President of Human Resources for International Business Machines Corporation and myself.

12. This Agreement shall be governed by the laws of India. If any provision of this Agreement is unenforceable at law, the remainder shall remain in effect. I recognize that any violation of my obligations described herein would cause IBM to suffer irreparable harm and can result in disciplinary action, including dismissal from IBM, and any other appropriate relief for IBM including money damages, equitable relief and attorneys fees.

13. This Agreement shall constitute a part of my terms of employment with IBM, and is executed contemporaneously with my offer of employment/ employment contract with IBM.

My agreement, and my acknowledgment of receipt of a copy of this Agreement, are indicated by my signature below.

Employee's Full Name	Employee's Signature	Employee Serial No.	Date

Infosys®

May 15,2019

HRD/3T/19-20/12622562
Arsath ahamed. B
Candidate ID: 12513961
Rajivgandhi salai,
Sathyabama University,
621119
India.

Dear Arsath ahamed. B

Welcome to Infosys!

It is a time of transformation for us, under the direction of new leadership. In our new journey, learnability, our values and the deeply-held, trusted relationships with our clients continue to be the cornerstones of our organization.

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

Warm regards,

RICHARD LOBO
EVP - Head HR

INFOSYS LIMITED
CIN: L85110KA1981PLC013115

44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362

askus@infosys.com
www.infosys.com

HRD/3T/19-20/13640688

Mr. Arun Rupan.C
Candidate ID: 13640688
No:d6 old police quarters,
shanmugapuram colony,
East pondy road,
villupuram

December 27, 2019

Dear Arun Rupan,

Welcome to Infosys!

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

We promise at Infosys your career will never stand still and we will inspire you to build what's next. In our journey learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization.

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

Warm regards,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

Digitally signed by RICHARD LOBO
Date: 2019.12.27 18:52:15 +05:30
Reason: Offer Letter
Location: Bangalore

INFOSYS LIMITED
CIN: L85110KA1981PLC013115

44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362

askus@infosys.com
www.infosys.com

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

HRD/3T/19-20/13640688 December 27, 2019

Mr. Arun Rupan.C
Candidate ID: 13640688
No:d6 old police quarters,
shanmugapuram colony,
East pondy road,
villupuram

Dear Arun Rupan,

Congratulations! We are delighted to make you an offer as **Systems Engineer Trainee** and your role is **Systems Engineer**.

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **February 10, 2020.**

Location

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

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

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

Training Period:

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

Probation and confirmation

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

Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of earned leave annually, for the first two years of your tenure with the Company. On completion of two years of service, subject to your confirmation as a permanent employee you will be eligible for 20 working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year.
An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

Agreement:

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

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month**. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance- linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex - Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year **2019 - 20** will be as follows:

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

Basket of Allowances (BOA)

The Basket of Allowances will be paid to you as part of your salary every month. The components are as follows: House Rent Allowance, Leave Travel Allowance, and Children's Education Allowance.

You have the flexibility of changing the amounts under each of the above mentioned heads, within your BOA, according to your preferences and income tax plans.

National Pension Scheme

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - IV for more details.

Insurance

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

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice period

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

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

Background checks

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

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

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

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

Other terms and conditions

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

Our offer to you as a **Systems Engineer** is conditional upon your having fully completed your graduation / post-graduation, without any active backlog papers and with a pass percentage not lesser than as specified during the selection process. You should also have completed all studies, course requirements and examinations required for the award of the educational qualification recorded by you in your application for employment with Infosys. You will be required to produce all marks sheets and other relevant documents at the time of joining.

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

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

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

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

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

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

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

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

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

Yours sincerely,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

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

Date:_____, 20_____

_____
Sign your name

_____ _____
Print your name Location

INFOSYS LIMITED
CIN: L85110KA1981PLC013115

44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362

askus@infosys.com
www.infosys.com

ANNEXURE - I
(Compensation during the Training Period)

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	**Mr. Arun Rupan .C**
ROLE	**Systems Engineer**
ROLE DESIGNATION	**Systems Engineer Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES (HRA, LTA, Children's Education Allowance, Miscellaneous Allowance)	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	**22,328**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary	722
FIXED GROSS SALARY (1+2+3)	**25,000**
TOTAL GROSS SALARY	**25,000**

OTHER BENEFITS				
Scheme	**Eligible Amount in INR.**	**Interest**	**Monthly Instalments**	**Margin Money (To be borne by the employee)**
SALARY LOAN (subject to submission of Trainee Agreement)	12,000 (Without Security)	Nil	12	Nil

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

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

ANNEXURE- II
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	**Mr. Arun Rupan.C**
ROLE	**Systems Engineer**
ROLE DESIGNATION	**Systems Engineer Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES (HRA, LTA, Children's Education Allowance, Miscellaneous Allowance)	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	**22,328**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary	722
FIXED GROSS SALARY (FGS) (1+2+3)	**25,000**

4. INCENTIVE COMPONENTS	**At an indicative Payout of 5%**	**At an indicative Payout of 10%**	**At an indicative Payout of 20%**
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	**1,250**	**2,500**	**5,000**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)			**26,250**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)			**27,500**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)			**30,000**

OTHER BENEFITS				
Scheme	**Eligible Amount in INR.**	**Interest**	**Monthly Instalments**	**Margin Money To be borne by the employee)**
SALARY LOAN (subject to submission of Trainee Agreement)	12,000 (Without Security)	Nil	12	Nil

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

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

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HRD/3T/19-20/13640691

Mr. Charlapally Shashank Sharma
Candidate ID: 13640691
Hno5-4-31,siddulwada,sircilla,
Rajjanna sircilla DIST.
Telengana 505301

December 27, 2019

Dear Charlapally Shashank Sharma,

Welcome to Infosys!

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

We promise at Infosys your career will never stand still and we will inspire you to build what's next. In our journey learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization.

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

Warm regards,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

Digitally signed by RICHARD LOBO
Date: 2019.12.27 18:52:15 +05:30
Reason: Offer Letter
Location: Bangalore

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

askus@infosys.com
www.infosys.com

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

HRD/3T/19-20/13640691 December 27, 2019

Mr. Charlapally Shashank Sharma
Candidate ID: 13640691
Hno5-4-31,siddulwada,sircilla,
Rajjanna sircilla DIST.
Telengana 505301

Dear Charlapally Shashank Sharma,

Congratulations! We are delighted to make you an offer as **Systems Engineer Trainee** and your role is **Systems Engineer**.

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **February 10, 2020.**

Location

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

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

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

Training Period:

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

Probation and confirmation

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

Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of earned leave annually, for the first two years of your tenure with the Company. On completion of two years of service, subject to your confirmation as a permanent employee you will be eligible for 20 working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year.
An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

Agreement:

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

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month**. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance- linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex - Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year **2019 - 20** will be as follows:

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

Basket of Allowances (BOA)

The Basket of Allowances will be paid to you as part of your salary every month. The components are as follows: House Rent Allowance, Leave Travel Allowance, and Children's Education Allowance.

You have the flexibility of changing the amounts under each of the above mentioned heads, within your BOA, according to your preferences and income tax plans.

National Pension Scheme

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - IV for more details.

Insurance

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

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice period

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

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

Background checks

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

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

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

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

Other terms and conditions

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

Our offer to you as a **Systems Engineer** is conditional upon your having fully completed your graduation / post-graduation, without any active backlog papers and with a pass percentage not lesser than as specified during the selection process. You should also have completed all studies, course requirements and examinations required for the award of the educational qualification recorded by you in your application for employment with Infosys. You will be required to produce all marks sheets and other relevant documents at the time of joining.

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

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

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

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

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

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

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

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

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

Yours sincerely,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

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

Date:_____, 20_____

_____
Sign your name

_____ _____
Print your name Location

INFOSYS LIMITED
CIN: L85110KA1981PLC013115

44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362

askus@infosys.com
www.infosys.com

ANNEXURE - I
(Compensation during the Training Period)

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	**Mr. Charlapally Shashank Sharma**
ROLE	**Systems Engineer**
ROLE DESIGNATION	**Systems Engineer Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES (HRA, LTA, Children's Education Allowance, Miscellaneous Allowance)	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	**22,328**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary	722
FIXED GROSS SALARY (1+2+3)	**25,000**
TOTAL GROSS SALARY	**25,000**

OTHER BENEFITS				
Scheme	**Eligible Amount in INR.**	**Interest**	**Monthly Instalments**	**Margin Money (To be borne by the employee)**
SALARY LOAN (subject to submission of Trainee Agreement)	12,000 (Without Security)	Nil	12	Nil

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

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

ANNEXURE- II
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	**Mr. Charlapally Shashank Sharma**
ROLE	**Systems Engineer**
ROLE DESIGNATION	**Systems Engineer Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES (HRA, LTA, Children's Education Allowance, Miscellaneous Allowance)	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	**22,328**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary	722
FIXED GROSS SALARY (FGS) (1+2+3)	**25,000**

4. INCENTIVE COMPONENTS	**At an indicative Payout of 5%**	**At an indicative Payout of 10%**	**At an indicative Payout of 20%**
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	**1,250**	**2,500**	**5,000**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)			**26,250**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)			**27,500**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)			**30,000**

OTHER BENEFITS				
Scheme	**Eligible Amount in INR.**	**Interest**	**Monthly Instalments**	**Margin Money To be borne by the employee)**
SALARY LOAN (subject to submission of Trainee Agreement)	12,000 (Without Security)	Nil	12	Nil

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

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

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HRD/3T/19-20/13640690

Mr. Karuturi Narendra
Candidate ID: 13640690
Ponnapur camp,
Ragavendra colony,
karatagi,koppala disrtic

December 27, 2019

Dear Karuturi Narendra,

Welcome to Infosys!

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

We promise at Infosys your career will never stand still and wewill inspire you to build what's next. In our journey learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization.

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

Warm regards,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

Digitally signed by RICHARD LOBO
Date: 2019.12.27 18:52:15 +05:30
Reason: Offer Letter
Location: Bangalore

INFOSYS LIMITED
CIN: L85110KA1981PLC013115

44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362

askus@infosys.com
www.infosys.com

HRD/3T/19-20/13640690 December 27, 2019

Mr. Karuturi Narendra
Candidate ID: 13640690
Ponnapur camp,
Ragavendra colony,
karatagi,koppala disrtic

Dear Karuturi Narendra ,

Congratulations! We are delighted to make you an offer as **Systems Engineer Trainee** and your role is **Systems Engineer**.

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **February 10, 2020.**

Location

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

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

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

Training Period:

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

Probation and confirmation

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

Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of earned leave annually, for the first two years of your tenure with the Company. On completion of two years of service, subject to your confirmation as a permanent employee you will be eligible for 20 working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year.
An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

Agreement:

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

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month**. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance- linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex - Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year **2019 - 20** will be as follows:

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

Basket of Allowances (BOA)

The Basket of Allowances will be paid to you as part of your salary every month. The components are as follows: House Rent Allowance, Leave Travel Allowance, and Children's Education Allowance.

You have the flexibility of changing the amounts under each of the above mentioned heads, within your BOA, according to your preferences and income tax plans.

National Pension Scheme

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - IV for more details.

Insurance

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

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice period

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

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

Background checks

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

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

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

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

Other terms and conditions

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

Our offer to you as a **Systems Engineer** is conditional upon your having fully completed your graduation / post-graduation, without any active backlog papers and with a pass percentage not lesser than as specified during the selection process. You should also have completed all studies, course requirements and examinations required for the award of the educational qualification recorded by you in your application for employment with Infosys. You will be required to produce all marks sheets and other relevant documents at the time of joining.

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

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

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

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

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

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

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

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

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

Yours sincerely,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

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

Date:_____, 20_____

_____
Sign your name

_____ _____
Print your name Location

INFOSYS LIMITED
CIN: L85110KA1981PLC013115

44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
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F 91 80 2852 0362

askus@infosys.com
www.infosys.com

ANNEXURE - I
(Compensation during the Training Period)

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	**Mr. Karuturi Narendra**
ROLE	**Systems Engineer**
ROLE DESIGNATION	**Systems Engineer Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES (HRA, LTA, Children's Education Allowance, Miscellaneous Allowance)	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	**22,328**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary	722
FIXED GROSS SALARY (1+2+3)	**25,000**
TOTAL GROSS SALARY	**25,000**

OTHER BENEFITS				
Scheme	**Eligible Amount in INR.**	**Interest**	**Monthly Instalments**	**Margin Money (To be borne by the employee)**
SALARY LOAN (subject to submission of Trainee Agreement)	12,000 (Without Security)	Nil	12	Nil

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

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

ANNEXURE- II
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	**Mr. Karuturi Narendra**
ROLE	**Systems Engineer**
ROLE DESIGNATION	**Systems Engineer Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES (HRA, LTA, Children's Education Allowance, Miscellaneous Allowance)	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	**22,328**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary	722
FIXED GROSS SALARY (FGS) (1+2+3)	**25,000**

4. INCENTIVE COMPONENTS	**At an indicative Payout of 5%**	**At an indicative Payout of 10%**	**At an indicative Payout of 20%**
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	**1,250**	**2,500**	**5,000**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)			**26,250**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)			**27,500**
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)			**30,000**

OTHER BENEFITS				
Scheme	**Eligible Amount in INR.**	**Interest**	**Monthly Instalments**	**Margin Money To be borne by the employee)**
SALARY LOAN (subject to submission of Trainee Agreement)	12,000 (Without Security)	Nil	12	Nil

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

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

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Infosys

HRD/3T/19-20/12683158
Kasagani Rama Krishna
Candidate ID: 12513966
Rajivgandhi salai,
Sathyabama University,
621119
India.

May 15,2019

Dear Kasagani Rama Krishna

Welcome to Infosys!
It is a time of transformation for us, under the direction of new leadership. In our new journey, learnability, our values and the deeply-held, trusted relationships with our clients continue to be the cornerstones of our organization.

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

Warm regards,

RICHARD LOBO
EVP - Head HR

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
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askus@infosys.com
www.infosys.com

Date:12th Jan 2021

Offer Letter from Innovius Global Consultants

Kumar Teja Gogu
Phone:+91 8897045494
Mail:kumartej.gogu@gmail.com

Dear Kumar Teja Gogu,

This letter is to offer you a position with the Company. It is with great pleasure that we offer you the position of **AI Consultant Job Code: IT202007**. You will be based in Hyderabad and report to the Manager position. Your place of work will be "**Hyderabad** ".

Your detailed compensation plan will be given to you at the time of joining. Your compensation will be Rs**.3,40,000.00** In figures (Rs **Three Lakh Forty Thousand** In words Only) per annum (**CTC**). Your compensation will also include Insurance (if applicable), Casual, Sick and Privilege leave and other benefits as per corporate policy.

I am anticipating that you will accept this offer by 6 days from offer Upon joining you will be required to.. You will also be required to submit the following documents on the date of your reporting:

a. Copy of PAN Card
b. Adhar card
c. Two passport-sized photographs.

You will be on probation for six months from the date of your joining. Your services will be confirmed in writing after the successful completion of your probation period. The probation period may be extended if your performance does not meet expectations.

Please indicate your acceptance of this offer by signing one copy of this letter in the space provided below. The additional copy is for your files.

Kumar Teja Gogu,I am eagerly looking forward to having you join our team. Should you have any questions, please do not hesitate to contact me.

Sincerely:

For Company Name:
Innovius Global Consultants Private Limited

Sampth.
HR Manager

I accept this action as outlined above and confirm that my start date is:

Signature:

Name:

Date:

Annexure A

Name: : Kumar Teja Gogu
Position : AI Consultant
Date : 12th Jan 2021

COMPENSATION LETTER

The Employee shall be entitled to receive compensation following the terms outlined in this Compensation Letter for all the services of every nature rendered and to be rendered by the Employee in connection with his employment with the Company. The Employee shall be bound by the terms and conditions outlined in this
Agreement

Company name			
CTC Breakup (With PF)			
Name Of Employee :	**Kumar Teja Gogu**		
Designation	AI Consultant		
Level	L4		
Date of Joining :	20th Jan 2021		
Sr. No.	**Particulars**	**Amount (Monthly)**	**Amount (Yearly)**
1	Basic Salary	8000.00	96,000.00
2	House Rent Allowance	4000.00	48,000.00
3	Conveyance Allowance	1500.00	18,000.00
4	Medical reimbursement	1000.00	12,000.00
5	Special allowance	4000.00	52,800.00
6	Variable Incentive	8166.00	97,992.00
Monthly Gross		**26,666.00**	**3,20,000.00**
6	Medical reimbursement (yearly)		41,600.00
7	Variable Incentive(yearly)		78.396.00
8	Provident Fund (Employer Contribution)	0.00	0.00
Annual Gross			
10	Gratuity (Payable after 5 years service)	0.00	0.00
Cost to Company		**28,333.00**	**3,40,000.00**
Other Benefits	Note: Variable Incentive includes Provident Fund, once Prohibition period completed, Effect the Provident Fund.		

Ref No: IEIS/202001/943
Date : 10-January-2020

To,

Gunnam Veera Venkata Rajesh

Sub: Offer Letter

Dear Rajesh,

Congratulations and Welcome to Inspiredge!

We are pleased to offer you the position of **"Network Engineer"** in our organization, under the following terms and conditions:

1. Your CTC per annum will be **INR 1,44,000/-** (One Lakh Forty Four Thousand Indian Rupees only) and your joining date is **20th January, 2020.**
2. Your place of work would be Hill 2, Softsol Building, IT Park, Rushikonda, Visakhapatnam.
3. You would be working as per the client work hours and will be flexible to the work timings based on our business requirements.
4. You shall be required to provide all documents listed in **Annexure II**
5. The letter of appointment, containing all other terms and conditions, will be issued on your joining date after submitting all the required documents.
6. In case of resignation, you are required to serve 2 months' notice period from the date of resignation.
7. If any information furnished by you in your application for employment or during the selection process is found to be incorrect or false at any time during your employment, the Company may terminate your services without notice or compensation.
8. Your detailed salary breakup is in **Annexure – I**

We welcome you onboard and hope you will have a rewarding and an exciting career.

With warm regards,

For Inspiredge IT Solutions Pvt Ltd.,

Narendra Nerla

Chief Operating Officer

CIN: U72200AP2012PTC083356

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Corporate Headquarters
Integra Software Services Pvt. Ltd.,
100 Feet Road (ECR), Pakkamudiyanpet,
Pondicherry – 605 008, India.
Phone : +91 413 4212124
Fax : +91 413 4212190
Email : info@integra.co.in

23.04.2021

Mr. RAMANA VISHNU SAI REDDY (IS8418)
Reddy's Line,Ramana Palli, Chennur, Kadapa.
Andhra Pradesh-516162

Dear Ramana Vishnu Sai Reddy,

Thank you for giving us the opportunity to meet you, and discuss your possible employment with Integra Software Services Private Ltd ("**Company**"). Based on subsequent discussions, we are pleased to appoint you in our organization as **'Project Management Exec-Trainee" (DU: Wiley)** in **Band 5, Capability Level 1,** based on the following terms and conditions:

1. **Appointment:** Your appointment shall take effect from **23.04.2021.**

2. **Compensation:** Your total annual compensation as cost to the company will be **Rs.187644/- per annum (Rupees One Lakh Eighty seven Thousand Six Hundred and Forty Four Only)**. The above compensation is inclusive of **Rs.6000/- per annum (Rupees Six Thousand Only)** as variable pay which is called as "Quarterly Performance Bonus" based on the combination of your individual performance and the Company's performance. This will be paid on a quarterly basis. Your details of emoluments has been attached herewith in Annexure – A. The Income Tax Act and the relevant rules will be applicable for the taxable income.

3. **Place of work:** Your place of work will be at the Company's **Pondicherry** office and you will be placed in Pondicherry for your induction and initial training as well as for any special training as decided by the Company from time to time. However, you may be required to travel to various places as the Company may require for the execution of the Company's work. At a future date, the Company may transfer the location of your job to such other places where the Company may or propose to have its office, without affecting your terms of employment and emoluments thereon. As on the execution of this letter, the Company has its offices at Pondicherry, Chennai, Bangalore, Pune and Noida only. Any reasonable relocation expenses that may be incurred by you for such transfer shall be reimbursed by the Company on production of necessary bills and vouchers. Besides, while stationed in a location, if you are required to travel for the work of the Company, you will be eligible for availing traveling allowance as per the rules of the Company

4. **Probation:** You will be on probation for a period of six months. Upon your satisfactory and successful completion of probation in the Company, your permanent placement in the Company shall be confirmed. The Company, at its sole discretion, may extend the probation period for a further period of six months based on your performance. During the probation period, the Company shall have the right to terminate your services, without providing any notice and without assigning any reason whatsoever. If your probation period is not extended beyond the period of 6 months, then your status of employment will stand confirmed automatically unless otherwise terminated for any breach or violation of terms under this appointment letter or other applicable employment documents entered by you with the Company.

5. **Data Protection:** You confirm that you have read and understood the Company's data protection policy, a copy of which is available on iNet. You shall comply with the Company's data protection policy, and any other associated policies and procedures when handling

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Corporate Headquarters
Integra Software Services Pvt. Ltd.,
100 Feet Road (ECR), Pakkamudiyanpet,
Pondicherry – 605 008, India.
Phone : +91 413 4212124
Fax : +91 413 4212190
Email : info@integra.co.in

personal data in the course of your employment. Such personal data shall include, but not be limited to, personal data relating to any employee, customer, client, supplier, author, freelancer or agent etc. of the Company.

You are required to refer to the Company's data protection policy and employee privacy notice in respect of the processing of your own personal data. The Company's data protection policy and privacy notice do not form part of your contract of employment and they may be amended by the Company from time to time without providing notice to you.

6. **Working Hours for Production:** The hours of work and work timings are governed by the policy as is applicable from time to time. The Company's operations are round the clock on all days of the week. Employees are expected to work for a minimum of 48 hours per week and during specified timings as specified by their function/team heads in accordance with the applicable laws of the land. The working hours, weekly holidays and annual holidays will depend on the location of the employee's place of work.

7. **Leave/Holidays:** The Company will remain officially closed on national holidays and certain festival holidays. The festival holidays will be based on the work location and secular preferences of the employee. They will be announced at the beginning of the year. If you remain absent without prior permission or overstay the sanctioned leave for more than 3 consecutive days, you will be deemed to have deserted your service, thereby bringing about termination of your employment with the Company automatically on your own. Further details of availing leave are provided in the employee handbook.

8. **Deductions:** You are entitled to the Company's statutory contribution towards EPF and ESI. Your compensation will be credited to you after being subject to statutory deductions of taxes, including, but not limited to TDS, Professional Tax etc. as may be applicable to you in accordance with the applicable law.

9. **Professionalism & Code of Conduct:**

(i) In the course of your employment with the Company, you are expected to exhibit high degree of professionalism while discharging your duties towards the Company and in dealing with other employees of the Company. All your actions must be directed towards the best interests of the Company. The Company may at its discretion, terminate your services with immediate effect and without any notice, in case you are found guilty of dishonesty, disobedience, misappropriation, moral turpitude or misdemeanor, on proper inquiry and after giving you a reasonable opportunity of being heard.

(ii) Any lapse, deficiency or negligence on your part in discharging your duties and performing your job responsibilities will be viewed very seriously. Upon the occurrence of such lapses etc., on your part, your employment with the Company will be terminated without any notice or any pay in lieu thereof and you shall be liable to pay adequate damages to the Company for such lapses.

(iii) Any unauthorized use or misuse of Company's facilities including, but not limited to the Company's system, software, internet facilities etc., on your part or any violation of the

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Pondicherry – 605 008, India.
Phone : +91 413 4212124
Fax : +91 413 4212190
Email : info@integra.co.in

Company's security p olicy would be treated as a serious lapse and violation of the terms and conditions of your employment. The Company shall be fully eligible to claim appropriate damages from you as per this letter and other documents, agreements etc. entered by you with the Company. This shall not prejudice the Company's unfettered right to terminate your services without any notice or pay in lieu thereof.

10. **Exit Clause:** Resignation is accepted only through a written document and during the period of employment, unless otherwise agreed under this letter, either party may terminate the employment by giving to the other **60** days' notice in writing, for convenience without assigning any reason thereof. However, the Company shall not be liable to give such notice or pay salary in lieu thereof in case you are found guilty of violating any of the terms & conditions of this letter of appointment or other documents and undertakings executed by you.

11. **INTELLECTUAL PROPERTY:** You acknowledge and agree that the intellectual property as well as any portion of the intellectual property developed by you shall be the sole property of the Company from date of creation.

    During the term of your employment and immediately upon termination, you agree to maintain adequate and current written records on the development of all intellectual property and to disclose promptly upon its creation to the Company all intellectual property and relevant records, which will remain the sole property of the Company. You further agree that all information and records pertaining to any idea, process, trademark, service mark, invention, technology, computer program, original work of authorship, design, formula, discovery, patent or copyright that is conceived, developed, reduced to practice by you (alone or with others) during the period of employment, shall be promptly disclosed to the Company

    You agree that all originals and all copies of any and all material containing, representing, evidencing, recording, or constituting all or part of the intellectual property, however and whenever produced (whether by you or others) and whether or not protected under copyright law or patentable or protected under any other intellectual property laws, shall be immediately handed over to the Company upon its creation and all copies shall be returned to the Company upon termination.

    You agree that the exclusive ownership of all content and/or part of intellectual property that is not protected under copyright laws and/or other intellectual property law and/or that is not patentable shall be automatically and irrevocably transferred to the Company from date of creation.

    You represent and warrant that you will not use or integrate in the intellectual property any third party materials or data that are not validly licensed to the Company unless previously authorized by the CEO & Managing Director of the Company. You represent and warrant that you have not violated the intellectual property rights of any third party, and covenant that you shall not violate the intellectual property rights of any third party in the course of your employment with the Company. Provided that, in the event the Company is held liable for your violation of any intellectual property rights, you undertake to indemnify the Company and/or its affiliates against any and all claims and resulting court fees.

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Corporate Headquarters
Integra Software Services Pvt. Ltd.,
100 Feet Road (ECR), Pakkamudiyanpet,
Pondicherry – 605 008, India.
Phone : +91 413 4212124
Fax : +91 413 4212190
Email : info@integra.co.in

If, in the course of your employment with the Company, you incorporate any intellectual property belonging to you, into the Company's product or process, the Company is granted and shall have an exclusive, royalty-free, irrevocable, perpetual, worldwide license (with rights to sublicense through multiple tiers of sub-licensees) to make, modify, use and sell such intellectual property. Unless otherwise agreed by the Company, this Agreement shall be an adequate consideration for such license granted by you.

You hereby assign to the Company any and all right, title and interest you have, may have or may acquire in all intellectual property and developments thereon, including without limitation all rights including the moral rights that you may possess in such intellectual property or any developments thereon, to the extent permitted under the applicable laws, and if the assignment of such intellectual property rights and moral rights are not permitted, then you hereby waive (on behalf of your good-self and my legal heirs and representatives) the enforcement of any such intellectual property rights including the moral rights that you may possess in such intellectual property and the developments as against the Company and its assignees, nominees and licensees.

You hereby agree to undertake all formalities to assign to the Company (including its nominees and assignees), or any other person as instructed by the Company any and all right, title and interest you have, may have or may acquire in all intellectual property and developments thereon, including without limitation all rights including the moral rights that you may possess in such intellectual property or any developments thereon, to the extent permitted under the applicable laws.

12. **Non-Disclosure Agreement:** On the date of your commencement of employment with the Company, you will be required to sign a comprehensive non-disclosure, proprietary information and invention agreement ("**NDA**"). Such NDA shall be in full force during the tenure of your employment and at all times after termination.

You acknowledge that in the course of the employment, you will have access to confidential information and data including personal data of the Company, its customers, suppliers, contractors and all the respective personnel. You shall not (except in the proper course of your duties), either during the course of employment or at any time after termination, use or disclose to any person, company or other organization whatsoever (and shall use their best endeavors to prevent the publication of) any confidential information. This shall not apply to:

(a) any use or disclosure authorized by the management or as required by law;

(b) any information which is already in, or comes into, the public domain other than through your unauthorized disclosure.

You will be required to fulfill all the terms and conditions of the NDA. Any failure or violation on your part of any of the terms and conditions of the NDA will entitle the management to terminate your services without giving any notice and claim for damages and other remedies from you, as provided in the above NDA and under applicable laws. Your obligations under the said NDA shall survive the termination of your employment as described in the said NDA.

13. **Non-Compete Compensation:** The remuneration paid by the Company includes due consideration for the various obligations, restrictions and responsibilities undertaken by you

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under the NDA and non-compete agreement. The said consideration is 25% of all remuneration paid to you on cost to the company basis. Therefore, if you violate any of the terms and conditions of this agreement, the Company/associated concerns will have the right to recover liquidated damages from you in addition to the remedy described in Clause 11.1.6. of the NDA for the breach of any of the covenants or terms of this undertaking, and the said liquidated damages shall be a minimum of 25% of all remuneration paid by the Company on cost to the company basis, during the tenure of your employment / contractual relationship with the Company. The Company/associated concerns shall also be free to pursue any other remedy against you permitted by law.

14. **Dual Employment:** a) You are required to engage yourself exclusively in the work assigned by the Company and shall not take up any independent or individual assignments other than the business of the Company which is compensated by monetary emoluments. In the event you wish to engage in non-monetary or voluntary services, you are mandated to seek the approval of your Function Head and the Human Resources Head. b) You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in or perform any service for any person, firm or any company that is involved in activities, which is/will conflict with the interest of the Company. c) The conflict of interest policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage any existing employee to become associated with, or perform service of any type for any third party. e) In case of any conflict or doubt, please discuss the matter with Human Resources Function Head, understand the position of the Company and resolve the conflict.

15. **Social Media Policy:** You are m andated to strictly comply with the Company's and its customer's social media guidelines and policy. Further, you will not, during the course of employment with the organization or after termination for whatever reason, make any comments or invite comments in any form or manner, in regard to the Company's and its customer's (including group companies & subsidiaries) existing or future policies or activities or actions or employees, as the case may be, including, using the name or logo of the Company in social or print or electronic media, including ,but not limited to any social media websites, irrespective of whether such act is beneficial or detrimental to the Company and its customers Any breach of this will be deemed as a criminal breach of trust and shall be strictly dealt with.

16. **Arbitration:** All disputes arising out of this letter of appointment between you and the Company shall be settled through arbitration in accordance with the Indian Arbitration and Conciliation Act 1996, as amended from time to time, by the sole arbitrator to be appointed by the managing director of the Company at Chennai / Pondicherry. The venue of arbitration will be decided at the sole discretion of the Company. Courts at Chennai alone shall have the exclusive jurisdiction to deal with matters pertaining to this letter of appointment.

17. Caution & Important:

a) You are hereby specifically informed that your acceptance of the terms and conditions contained in this letter and the terms and conditions contained in the enclosed employment agreement ("**Employment Agreement"**) and NDA shall create important contractual

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obligations and obligations of trust which affects your rights, including rights to inventions which you may make during your employment ,and breach of any terms and conditions of the above documents to be executed by you, would make you liable to pay damages and compensation for breach of trust and contractual obligations apart from other legal consequences.

b) All other terms and conditions of your employment will be governed by the employment policy of the Company which is in force during that relevant period.

c) You will retire from the services of the Company on the day of completing your 58 years of age as recorded with us, however the obligations under the NDA shall survive your retirement and for such period thereafter as detailed in the NDA.

d) It is hereby fully clarified that your obligations under the Employment Agreement and NDA shall be fully applicable to the entire term of your employment and for such period thereafter as detailed in the NDA.

18. **Conduct of employment:** You confirm that you are free to accept employment by the Company and by doing so and performing your duties you will not be in breach of any court order or other legal obligation. You confirm that you have made full disclosure regarding your obligations to your former employer to the Company. You agree to indemnify and keep indemnified the Company against any claims, damages, costs or liabilities it incurs as a result of there being a breach by you of this clause.

During employment, you shall:

a) unless prevented by incapacity, devote the whole of your business hours, attention and abilities to the business of the Company and/or its affiliates;

b) diligently exercise such powers and perform such duties as may from time to time be assigned to you by the Company and/or its affiliates;

c) comply with all reasonable and lawful directions given to you by the Company and/or its affiliates;

d) use your best endeavors to promote, protect, develop and extend the business of the Company and/or its affiliates; and

e) consent to the Company and/or its affiliates monitoring and recording any use that you make of their electronic communications systems for the purpose of ensuring that the Company's rules are being complied with and for legitimate business purposes.

19. **Retention of documents**: All documents, manuals, hardware and software provided for your use by the Company and/or its affiliates, and any data or documents (including copies) produced, maintained or stored on the Company's and/or its affiliates' computer systems or other electronic equipment (including mobile phones), shall remain to be the property of the Company and/or its affiliates. You shall also:

a) observe and comply with all reasonable, lawful and proper resolutions, regulations and directions issued from time to time, as per the applicable laws of the land and Company policies

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b) comply with any reasonable time-scale requested by the Company for the completion of any particular assignment for the proper discharge of your duties.

20. **Transfer/ Assignment:** The Company may, at its sole discretion, second, depute or assign you to any other office of the Company across the globe or to any affiliates of the Company or to any third parties. You consent to any such secondment, deputation, assignment and/or transfer by the Company of your employment, including to third parties. Further, in such a case, you shall also be bound by any policy of such other office or affiliate or third party that is in existence on the date of this agreement or that which may be subsequently framed by the Company or the affiliate or the third party. You may also be required to make visits and travel, both, within India and overseas, as may be necessary for the proper discharge of your duties. While in the employment of the Company, (i) you are not allowed to be employed in any other organization on a permanent, temporary or part time basis or offer your services with or without consideration to any person; (ii) you are not allowed to be occupied in your own business, without the prior written consent of the management; and (iii) you are not allowed to attend/speak at any public engagement relating to the business without prior intimation to the management or designated authority. You shall comply with all directions given to you by the management or designated authority and faithfully observe all the rules, regulations, and arrangements applicable to you.

21. **Disclosure Requirements:** You are required to disclose your business interests, if any, in writing to the management or designated authority, whether or not they are similar to or in conflict with the business or activities of the Company and further disclose all circumstances, in respect of which there is or there might be a conflict of interest between you and the Company in the future. You agree to disclose any such interests or circumstances which may arise during the course of your employment to the management or designated authority in writing, immediately upon accruing of such interest or occurring of any such circumstances.

22. **Medical Fitness:** During the term of your employment with the Company, you are required to be medically fit to perform the services assigned to you from time to time. You may, thus, be called upon to undergo medical examinations as the Company 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.

23. Miscellaneous Provisions:

a) Your salary shall normally be reviewed by the Company annually. The Company is under no obligation to award an increase following a salary review. There will be no review of the salary after notice has been given by either party to terminate the appointment.

b) During the term of this agreement, you shall not accept a position of directorship in any other company (excluding the affiliates of the Company) unless otherwise permitted in writing by the Management or designated authority and in the manner prescribed under law.

c) Unless specifically authorized in writing by the Company and its customers, you agree that you will not enter into any contract, agreement or arrangement with any person that binds the Company and its customers or creates any liability or obligation upon the Company and its

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customers and/or its affiliates. You shall also not communicate with the media or journalists in relation to the Company, its customers, its affairs, or any other matter which may be beneficial or detrimental to the Company and/or its customers, without obtaining a specific prior written permission from the CEO and Managing Director of the Company. Further, you agree that you shall not make any statement against the Government or the State if the same is detrimental to the interests of the Company, its customers or such that it is likely to affect the Company and/or its customers in any manner. Any violation of this clause will entitle the Company to initiate legal proceedings as may deem fit against you.

d) During the term of your employment, you shall not make any false, defamatory or disparaging statements about the Company and/or its affiliates, the employees, officers or directors of the Company and/or its affiliates, the shareholders of the Company or clients of the Company and its holding company/subsidiaries/affiliates.

e) This appointment is made on the understanding that the information given by you, in your application is correct, true and complete. If it is found at any time that the information given by you is incorrect/untrue/incomplete, this appointment may be withdrawn before you join services with us or your services may be terminated at any time after you have taken up employment with us.

f) Your employment is contingent upon the Company's successful completion of your background checks and receipt of references that are satisfactory to the Company and you having the required immigration status permitting you to work in India. If any of these conditions are not satisfied, the Company reserves the right to terminate employment immediately without notice or payment in lieu of notice.

Kindly sign the duplicate copy of this letter in token of your acceptance and confirmation of the above terms and conditions.

We wish you a very rewarding and successful career with **Integra Software Services Private Ltd.**

Yours Sincerely,

For Integra Software Services Private Ltd.

DocuSigned by:
Shunmugam TR
AF4F9D1F1D66456...

Authorised Signatory

Acknowledgement

I (Arvind Reevas Perthus) read understood and accept the above Terms and Conditions.

Signature:

Arvind Reeves Perthus

DocuSigned by:
8E06E2191DA1471...

Date:

DocuSign Envelope ID: 4B613C6A-EB55-46D4-9565-24385A5EA147

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Annexure - A

Details of Emoluments of Mr. Ramana Vishnu Sai Reddy

	Monthly	CTC/Year (Fixed)
Basic	3,900	
Dearness Allowance	1,900	
HRA	5,200	
Special Allowance	2,000	
Gross Salary	**13,000**	
EPF	936	
ESI	439	
Gratuity*	279	
Exgratia #	483	
Performance Bonus***	500	
Total CTC	**15,637**	**1,87,644**

As per Company Policy

* Eligibility of the Gratuity & Bonus governed by Gratuity & Bonus Act as applicable to you.

*** Performance Bonus will be paid on quarterly basis

For INTEGRA SOFTWARE SERVICES PVT.LTD.

DocuSigned by:
Shunmugam TR
AF4F9D1F1D66456...
Authorised Signatory

DocuSigned by:
8E06E2191DA1471...

JATA AUTO ANCILLARYS'

(Specialist in Induction Hardening & Vacuum Carburizing)

(www.jataauto.com | jataauto@gmail.com)

GST Number: 33AADPJ8649K1ZZ

FM 78712
ISO 9001:2008

REF; JATA/ED/19/31

07/03/2019

Dear KENNY ROY E ,

With reference to your application and following subsequent discussions with you, we are happy to offer you the position a "On job trainee" in Engineering division and you will be required to join with us on 22/03/2019.

You will be joining us as a "On Job Trainee" and will be under training for the six months.

During the six months, you will receive a consolidated payment of Rs. 21,500 /- per month only. Incentives will be provided upon reaching the targets.

At the time of joining, you are required to submit the copies of certificates as per the following list.

1. All academic qualification certificates
2. 2 copies of passport size photos
3. Residence proof of permanent native place
4. Updated resume
5. Contract letter hard copy.
6. PAN Card copy (Mandatory)

Please feel free to get in touch with us for any queries.

Gnanavel

For JATA AUTO ANCILLARYS'

JATA AUTO ANCILLARYS' CHENNAI 600 058

Factory: No. 245, PKM Lane, Vangaram Road, Athipet, Chennai – 600 058.

Regd.Off:No.135/3,Sri Ramasundara Bhavan Reddiyur, Salem-636 004

Ph: +91 44 2652 2326, +91 44 2624 4171.

JATA AUTO ANCILLARYS'

(Specialist in Induction Hardening & Vacuum Carburizing)

[www.jataauto.com | jataauto@gmail.com]

GST Number: 33AADFJ8649K1ZZ

FM 28712
ISO 9001:2008

REF; JATA/ED/19/32

07/03/2019

Dear KEVIN SABU ,

With reference to your application and following subsequent discussions with you, we are happy to offer you the position a "On job trainee" in Engineering division and you will be required to join with us on 22/03/2019.

You will be joining us as a "On Job Trainee" and will be under training for the six months.

During the six months, you will receive a consolidated payment of Rs. 21,500 /- per month only. Incentives will be provided upon reaching the targets.

At the time of joining, you are required to submit the copies of certificates as per the following list.

1. All academic qualification certificates
2. 2 copies of passport size photos
3. Residence proof of permanent native place
4. Updated resume
5. Contract letter hard copy.
6. PAN Card copy (Mandatory)

Please feel free to get in touch with us for any queries.

For JATA AUTO ANCILLARYS'

JATA AUTO ANCILLARYS * CHENNAI 600 058

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| www.jataauto.com | jataauto@gmail.com |

GST Number: 33AADFJ8649K1ZZ

FM 75712
ISO 9001: 2008

REF; JATA/ED/19/33

07/03/2019

Dear MUKUND SRIHARSHA KONDA ,

With reference to your application and following subsequent discussions with you, we are happy to offer you the position a "On job trainee" in Engineering division and you will be required to join with us on 22/03/2019.

You will be joining us as a "On Job Trainee" and will be under training for the six months.

During the six months, you will receive a consolidated payment of Rs. 21,500 /- per month only. Incentives will be provided upon reaching the targets.

At the time of joining, you are required to submit the copies of certificates as per the following list.

1. All academic qualification certificates
2. 2 copies of passport size photos
3. Residence proof of permanent native place
4. Updated resume
5. Contract letter hard copy.
6. PAN Card copy (Mandatory)

Please feel free to get in touch with us for any queries.

Gnanavel

For JATA AUTO ANCILLARYS'

JATA AUTO ANCILLARYS * CHENNAI 600 058

Factory: No. 245, PKM Lane, Vanagaram Road, Athipet, Chennai – 600 058.

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JEPPIAAR
FISHING HARBOUR

Jeppiaar Fishing Harbour Muttom Private Limited
(A Project Under Boat System with Dept. of Fisheries, Govt. of Tamilnadu)
Muttom, Kalkulam Taluk, Kanyakumari Dist - 629202. Tamilnadu, India

Ref: ME/19/1101

09.07.2019

Sub: Your appointment as Trainee – Maintenance Engineering

Dear AJAYSURYA-G ,

We are pleased to inform you that you have been appointed to the position of Trainee in Maintenance Engineering.

You are required to join us on the 19th August 2019. The terms of employment have been attached in annexure with this letter.

You may confirm your response to us by 24th July 2019. If you wish to discuss the details of your employment terms, please get in touch with the undersigned. In the event that we do not hear from you within the mentioned date, this offer will stand automatically withdrawn

Look forward to your response.

V. Raja
Manager – Human resource

JEPPIAAR FISHING HARBOUR PRIVATE LIMITED
MUTTOM
629 202

JEPPIAAR MILK PRODUCTS PRIVATE LIMITED
KARIYAMANGALAM - 606 709,
Chengam Tk, Tiruvannamalai Dt.,

REF; 1952/TRA-118

9.07.2019

Sub: Your appointment as Trainee - Maintenance Engineering

Dear DESU AJAY KUMAR ,

We are pleased to inform you that you have been appointed to the position of Trainee in Maintenance Engineering.

You are required to join us on the 19th August 2019. The terms of employment have been attached in annexure with this letter.

You may confirm your response to us by 24th July 2019. If you wish to discuss the details of your employment terms, please get in touch with the undersigned. In the event that we do not hear from you within the mentioned date, this offer will stand automatically withdrawn.

Look forward to your response.

k. Sudhan

Manager – Human resource

JEPPIAAR MILK PRODUCTS PRIVATE LIMITED KARIYAMANGALAM 606 709

☎ : 04188 - 224430, 224431 Fax : 04188-224215 Email:jeppiaarmilk@rediffmail.com

LTI
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Date: September 28, 2018

Ref: LTI/HR/Campus/2019

Name: GODAVARTHI RAM SAI

College: Sathyabama Institute of Science and Technology

OFFER OF EMPLOYMENT

Dear GODAVARTHI RAM SAI,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as **Graduate Engineer Trainee**.

During the initial training period of 12 months, your CTC including all benefits will be **Rs.3,18,000/-** as per the details mentioned in **'Annexure-1'**.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in '**Annexure-2**'.

The date of commencement of training and venue for reporting will be intimated to you in advance.

Upon joining and during the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to complete the LTI training which will be communicated to you separately. LTI has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining. If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining

TERMS AND CONDITIONS

1. **Increments and Promotions**
   Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

2. **Overseas Deputation/International Assignment**
   It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.
   Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

3. **Documents**
   Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

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4. **Background Verification**
As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

5. **Service Agreement**
You will be required to execute a service agreement at the time of joining to serve LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an amount of Rs.2,00,000.

6. **Letter Acceptance**
If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this '**Offer of Employment**' on the **CampBuzz Portal** (*https:\\campbuzz.lntinfotech.com*) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of LTI.

Your employment will be governed by the rules, regulations and policies of the Company in effect.

The terms and conditions mentioned above are subject to changes at any time at sole discretion of the Company and as per business demands without prior notice.
According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

We welcome you to the LTI family and look forward to a long and fruitful association with you.

Yours faithfully,

For Larsen & Toubro Infotech Ltd.

Joji Varghese
Sr. HR Manager

I have read the letter and accept the same.

Ramsai 29/09/2018
Signature and Date

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ANNEXURE-1

Name : GODAVARTHI RAM SAI		Date : September 28, 2018
Salary Grade : GET(I)		
Component	**Amount Rs./Per Annum**	**Amount Rs. /Per Month**
MONTHLY REMUNERATION		
Basic		10,000
House Rent Allowance (H.R.A.)		5,000
Conveyance Allowance		1,600
Medical Allowance		1,250
Adhoc Allowance		5,414
Meal Allowance		1,210
Sub- Total (A)	**293,688**	**24,474**
DEFERRED BENEFITS		
Provident Fund (P.F.)		1200
Gratuity		481
Sub- Total (B)	**20,172**	**1,681**
Total (A+B)	**313,860**	**26,155**
Mediclaim Premium	4,140	
Grand Total	**318,000**	

Notes:
- Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
- H.R.A. will be deducted for accommodation (if any) provided by the Company.
- You are covered under the ESIC Act and there will be statutory deductions as per the ESI Policy.
- The Company can set off or make appropriate adjustment from Adhoc Allowance towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
- The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's contribution
- Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

Medical Insurance:
The Group Mediclaim Policy of Company covers Employee, Spouse & upto 2 dependent children (below 21 yrs of age) for maximum amount of Rs. 3,00,000/- p.a.

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ANNEXURE-2

Eligibility Criteria for Engineering & MCA Candidates- 2019 Batch		
Qualification	B.E./B.Tech.	MCA
Branches:	All Branches	Computer Application
Age Criteria: As on 1st July of Passing year (2019)	Less than 24 years	Less than 26 years
Academic Gap:	Academic gap allowed only after the completion of the entire course i.e after SSC/after HSC or Diploma/after Graduation. No Year drop allowed.	
Course must complete in:	4 years	3 years
SSC, HSC, Diploma (if applicable) Percentages / CGPA:	60% & Above OR Equivalent CGPA	
	NOTE: • SSC /HSC should have cleared in FIRST ATTEMPT only. • Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. • For Diploma Holders, final semester should have cleared in FIRST ATTEMPT only. • For candidates pursuing HSC and Diploma(both),marks scored in the Diploma course will be taken into consideration.	
Graduation,Post-Graduation Percentages/CGPA:	Aggregate of 60% & Above OR Equivalent CGPA	
	Aggregate of all semesters AND all appeared subjects(irrespective of the University rule)	
	Provisional/Passing Certificate(of all courses) must state First class	
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation,Post Graduation)	• No active/live backlogs allowed at the time of the interview process. • Backlogs includes Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. • This also includes Internal,External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. • Re-exam(Supplementary or Additional exams) given soon after the main exam is also considered as Re-attempt/ATKT/Backlog/Arrear.	
	• No Re-attempts/ATKTs/Backlogs/Arrears allowed in thefinal semester of any course. • Any pending Re-attempts/ATKTs/Backlogs/Arrears in the current course (obtained after the interview process) must be attempted and cleard with the final semester examinations	
Nature of Course:	All Full Time courses Only	
Year of Passing:	2019 SUMMER Pass outs Only	
Citizenship:	Resident Indian Citizens Only	
Your College/Institution MUST be:	UGC / AICTE Approved ONLY	
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence	
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(in the format prescribed by LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS	

Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above.
2. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.
3. I am flexible to work at any LTI Development Center/ Customer Site/ Partner premise as per business requirement.
4. I am flexible to work in any technology/domain/workshift assigned to me based on the business requirement.
5. I confirm that I have NOT appeared for any LTI interview process anywhere in the past 6 months.
(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Signature: Ramsai

Name: GODAVARTHI RAM SAI

Mobile No: 8897977264

College Name : Sathyabama institution of science and technology

Today's Date: 29/09/2018

Date: September 28, 2018

Ref: LTI/HR/Campus/2019

Name: Nithya. M

College: Sathyabama Institute of Science and Technology

OFFER OF EMPLOYMENT

Dear Nithya. M,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as **Graduate Engineer Trainee**.

During the initial training period of 12 months, your CTC including all benefits will be **Rs.3,18,000/-** as per the details mentioned in **Annexure-1**

You will also be issued a detailed Letter of Appointment at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in **Annexure-2**

The date of commencement of training and venue for reporting will be intimated to you in advance.

Upon joining and during the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to complete the LTI training which will be communicated to you separately. LTI has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining. If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

TERMS AND CONDITIONS

1. **Increments and Promotions**
   Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

2. **Overseas Deputation/International Assignment**
   It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.
   Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

3. **Documents**
   Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

4. Background Verification

As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

5. Service Agreement

You will be required to execute a service agreement at the time of joining to serve LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an amount of Rs.2,00,000.

6. Letter Acceptance

If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this **Offer of Employment** on the **CampBuzz Portal** (*https:\\campbuzz.lntinfotech.com*) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of LTI.

Your employment will be governed by the rules, regulations and policies of the Company in effect.

The terms and conditions mentioned above are subject to changes at any time at sole discretion of the Company and as per business demands without prior notice.
According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

We welcome you to the LTI family and look forward to a long and fruitful association with you.

Yours faithfully,

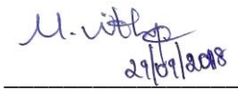
For Larsen & Toubro Infotech Ltd.



_____

Joji Varghese
Sr. HR Manager

I have read the letter and accept the same.



_____

Signature and Date

LTI
Let's Solve

ANNEXURE-1

Name	: Nithya. M	Date	: September 28, 2018
Salary Grade	: GET(I)		

Component	Amount Rs./Per Annum	Amount Rs. /Per Month
MONTHLY REMUNERATION		
Basic		10,000
House Rent Allowance (H.R.A.)		5,000
Conveyance Allowance		1,600
Medical Allowance		1,250
Adhoc Allowance		5,414
Meal Allowance		1,210
Sub- Total (A)	**293,688**	**24,474**
DEFERRED BENEFITS		
Provident Fund (P.F.)		1200
Gratuity		481
Sub- Total (B)	**20,172**	**1,681**
Total (A+B)	**313,860**	**26,155**
Mediclaim Premium	4,140	
Grand Total	**318,000**	

Notes:

- Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
- H.R.A. will be deducted for accommodation (if any) provided by the Company.
- You are covered under the ESIC Act and there will be statutory deductions as per the ESI Policy.
- The Company can set off or make appropriate adjustment from Adhoc Allowance towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
- The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's contribution
- Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

Medical Insurance:

The Group Mediclaim Policy of Company covers Employee, Spouse & upto 2 dependent children (below 21 yrs of age) for maximum amount of Rs. 3,00,000/- p.a.

ANNEXURE-2

Eligibility Criteria for Engineering & MCA Candidates- 2019 Batch		
Qualification	**B.E./B.Tech.**	**MCA**
Branches:	All Branches	Computer Application
Age Criteria: As on 1st July of Passing year (2019)	Less than 24 years	Less than 26 years
Academic Gap:	Academic gap allowed only after the completion of the entire course i.e after SSC/after HSC or Diploma/after Graduation. No Year drop allowed.	
Course must complete in:	4 years	3 years
SSC, HSC , Diploma (if applicable) Percentages / CGPA:	60% & Above OR Equivalent CGPA	
	NOTE: ɔ SSC /HSC should have cleared in FIRST ATTEMPT only. ɔ Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. ɔ For Diploma Holders, final semester should have cleared in FIRST ATTEMPT only. ɔ For candidates pursuing HSC and Diploma(both),marks scored in the Diploma course will be taken into consideration.	
Graduation,Post-Graduation Percentages/CGPA:	Aggregate of 60% & Above OR Equivalent CGPA	
	Aggregate of all semesters AND all appeared subjects(irrespective of the University rule)	
	Provisional/Passing Certificate(of all courses) must state First class	
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation,Post Graduation)	ɔ No active/live backlogs allowed at the time of the interview process. ɔ Backlogs includes Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. ɔ This also includes Internal,External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. ɔ Re-exam(Supplementary or Additional exams) given soon after the main exam is also considered as Re-attempt/ATKT/Backlog/Arrear.	
	ɔ No Re-attempts/ATKTs/Backlogs/Arrears allowed in thefinal semester of any course. ɔ Any pending Re-attempts/ATKTs/Backlogs/Arrears in the current course (obtained after the interview process) must be attempted and cleard with the final semester examinations	
Nature of Course:	All Full Time courses Only	
Year of Passing:	2019 SUMMER Pass outs Only	
Citizenship:	Resident Indian Citizens Only	
Your College/Institution MUST be:	UGC / AICTE Approved ONLY	
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence	
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(in the format prescribed by LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS	

Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above.
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4. I am flexible to work in any technology/domain/workshift assigned to me based on the business requirement.
5. I confirm that I have NOT appeared for any LTI interview process anywhere in the past 6 months.

(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Signature: M. Nithya

Name: NITHYA. M

Mobile No: 9962361366

College Name : SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY

Today's Date: 29/09/2018

LUMINA DATAMATICS®

February 18, 2019

Ms. Sanjana Shajan
Poovanthikal House , Madakathanam Po,
Muvattupuzha, EKM,
Kerala - 680 001.

Dear Sanjana,

Welcome to Datamatics, the first and only Indian organization to have won the prestigious International Asia Pacific Quality Award (IAPQA) in the services category, which included IT/ITES, Banks, Insurance companies and other services organizations. This is a unique achievement in the history of the Indian IT industry, as it was won competing against hundreds of companies from 38 countries including the US, Japan, Australia, New Zealand, Israel, South Korea, Peru, Mexico, China, Russia and Canada.

For Lumina Datamatics, Quality is not just a destination but a journey in which every Datamatician contributes. We invite you to be part of this journey!

This is in continuation to your application and the subsequent selection process held by us, we are pleased to offer you **15 Months** Apprenticeship training subject to the terms and conditions set forth hereunder.

Terms and conditions:

1. Your training period will be 15 months which commences on "**February 18, 2019**" and ends on "**May 18, 2020**"
2. You will be paid a consolidated stipend of **14000/-** per month.
3. You are required to execute a contract of apprenticeship before you join as an apprentice in our organization.
4. During your apprenticeship, you will be governed by the Apprenticeship Act, 1961 and by the rules and regulations of the company.
5. During the training period, you will not be entitled to any other allowance or benefits applicable to the employees of the Company.
6. During the training period, you will be covered under the Company's Health Insurance Scheme.
7. During the period of apprenticeship, you shall be imparted training on the job and in addition, given theoretical classes. You shall learn the trade conscientiously and diligently and endeavor to qualify yourself before the expiry of your training period.
8. You shall not enter in to any contract or apprenticeship either directly or indirectly in any business or activity in any capacity with any other company before the expiry of this contract of apprenticeship.
9. You are required to sign a 'Non-Disclosure Agreement' with the Company at the time of joining the Company. This is to ensure that all the proprietary information, documents, literature, invention obtained/made during your training with the Company, will not be utilized by you at any point of time to undermine the interest of the Company.
10. On successful completion of the above said training, your apprenticeship will automatically come to an end and you will be issued a training completion certificate. You will not entitle to claim any lien or employment with the Company.

LUMINA DATAMATICS®

11. If management is not satisfied with your progress or conduct, your apprenticeship contract will be terminated without any notice.
12. If you are agreeable to the above terms, please sign and return the duplicate copy of this letter as a token of your acceptance to undergo training an Apprentice.

Thanking you and looking forward to having you with us.

Yours truly,
For **Lumina Datamatics Limited**

Kavitha Jayl

Kavitha Jayasankar
General Manager – Human Resources

I agree and accept terms of Apprenticeship Programme and will be a part of the Apprenticeship programme from 18-02-2019.

Signature: _____ **Date:** 18-02-2019

MAESTRO

MAESTRO STEEL DETAILING PVT. LTD.

TEMPORARY ID CARD



Name : BALSANI SUDHEER

Designation : TRAINEE

Jul 16, 2019

Offer ID : 200655
Anupriya Giri
RAKSHAK NAGAR PHASE 2
BUILDING NO. 4, FLAT NO. 102, KHARADI
PUNE 411014
MAHARASHTRA INDIA

Dear Anupriya Giri,

On behalf of Magna Infotech (A Quess Company), (hereinafter referred to as "the Company") I am very pleased to offer you a position of **Consultant** in our organization. Your joining date will be **Aug 12, 2019**.

On the first day of the employment, please report to:

Ericsson ARP
Bangalore
Reporting Time : 9:30 AM

You will be paid a annual salary(CTC) of Rs. 2,55,840. Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

Magna Infotech (A Quess Company)
Attn: HR S.R. Infotech Complex, No.5/4-2, Thavarekere Main Road,
S. G. Palya, D.R. College Post,Kormangala,Bangalore

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I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact me.

Sincerely,

Approved By: Trupti Thakur
VERTICAL DELIVERY HEAD
ttrupti@magna.in

Created By: Shahazama Mohammad
Senior Consultant - Recruitment
shahazama.m@magna.in

EMPLOYMENT AGREEMENT

COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total CTC will be Rs. 255840 and its composition will be as follows:

CTC Composition	Monthly Pay (Rs.)	Annual Pay (Rs.)
Basic Salary	14899.00	178788
Statutory Bonus	1241.00	14892
Special Allowance	2495.00	29940
Gross Salary	**18635.00**	**223620**
Company's Contribution to PF	1800.00	21600
Company's Contribution to ESI	885.00	10620
Total CTC	**21320.00**	**255840**
Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.		

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The salary will be processed on the 7th workday of each month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

Salary will be disbursed on receipt of your PAN card number.

TIME SHEETS:

You are required to follow our client?s specific timesheet process as per the timelines. In the absence of client?s specific process, you will receive Timesheet alert email with template along with the guidelines from your Timesheet SPOC at Magna. This has to be filled and approved by your manager over the email and it should reach the SPOC along with attachment before the timeline as briefed by Magna HR. Any delays in the timesheet approval process will lead to delay in the payment of your salary.

STATUTORY BENEFITS:

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

GROUP MEDICLAIM INSURANCE:

You are entitled in Company Group Mediclaim Insurance Policy with a coverage of 2 Lakhs.

BACKGROUND CHECK:

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for

employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

MEDICAL CHECK:

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

NO-SHOW:

Failure to report at the specified office on the Aug 12, 2019 shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

JOB ROLES & RESPONSIBILITIES:

You shall be responsible for the performance of the functions expected of Consultant and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

ASSIGNMENT:

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

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LEAVE:

You will be entitled 12 days CLs and 15 days of PL/EL per calendar year. Un-availed balance CLs shall lapse at the end of the calendar year. Un-availed balance EL can be en-cashed at every next year in the first quarter. Encashment of EL shall be at the rate of the last drawn basic salary. Both the CLs and PL/ELs will be clubbed together (12+15) and will be credited to your account on pro-rata basis (2.25 per month) upon providing full month of your service. You are required to mark specifically the type of leave availed by you in each month of your timesheet, so that total encashable leave balance can be arrived at the end of each year.Leaves cannot be availed while serving the notice period & the number of notice days may get extended if any leaves availed due to emergency or special approval from authorized approver. If an employee fails to adhere to the notice period clause than the not served notice days will be adjusted from his /her full and final settlement

HOLIDAYS:

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

DOCUMENTATION:

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

INDEMNITY:

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

UN-AUTHORIZED ABSENCE:

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

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CONFIDENTIALITY & NON DISCLOSURE:

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

NON COMPETE & NON SOLICITATION:

You agree that during your services with the Company and continuing for a period of eighteen (18) months after termination of your services with the Company, you:

a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the

Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.

b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.

c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.

d) Will refrain from doing any sort of business for any kind or any purpose with the list of Magna clients with which you were engaged with while you were employed with Magna.

e) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

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WAIVER:

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

JURISDICTION:

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Hyderabad, Andhra Pradesh, India.

TERMINATION BY THE COMPANY:

The company may terminate your services with or without cause under the following conditions:

With Cause: The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company s reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

Without Cause: In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

RESIGNATION BY EMPLOYEE:

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

MORAL CONDUCT:

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

ALTERNATIVE EMPLOYMENT:

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

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COMPANY PROPERTIES IN YOUR POSSESSION:

You are expected to take proper care of company properties entrusted to you by the company. In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

CHANGE OF ADDRESS:

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless other wise intimated in writing by you. Communications addressed to you at the above address shall deem to have been duly served.

CODE OF CONDUCT:

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

PLACE OF EMPLOYMENT AND TRANSFER:

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or

deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.

DISCLAIMER:

Any commitments with respect to compensation & benefits which are not included in the "CTC Components" table or explicity mentioned in the offer letter, stands null & void.

Employee is required to submit the tax documents(Investment Proof's) within a week from the date of speration. Failing which, the full and final settlement will be processed by deducting tax at source.

DECLARATION:

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

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_____ _____

Signature Date

Anupriya Giri

Documents Required at the Time of Joining

1. Relieving letter from your previous two employers
2. Experience letter / Offer Letter your previous two employers
3. Most recent salary slip or salary certificate
4. Copies of all educational records (SSC onwards)
5. A copy of your passport
6. Three passport size photographs
7. A copy of PAN card

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Maintec

Maintec Technologies Pvt. Ltd.,
#3M-215, East of NGEF, Outer Ring Road,
Kasturi Nagar, Bangalore - 560 043, India.
Tel : 080 -42718000,080-25071950
www.maintec.com
CIN : U72200KA1997PTC023121
GST No. : 29AABCM3607P1Z3

Doc # : EMP/OL/SLP/26042019/38

Ms. Dasari Vinuthna,
Anantapur

Dear Dasari Vinuthna,

We are happy to offer you as **Consultant-Network Analyst** in our Company. Your initial place of assignment will be at **Chennai**. However, you may be requested to relocate anywhere in India as per client requirements anytime.From time to time, you will be required to travel based on the requirement from prospective clients all over India and overseas as well.

At the time of joining, you are requested to bring copies of the following documents for our records:

1. Relieving order/letter from your present employer.
2. Certificates in support of your qualification (including degree certificates and final mark/grade sheets), experience and emoluments.
3. Salary certificate from your present employer.
4. Four passport size photographs.
5. Relevant pages of your passport.
6. Address proof.
7. Two reference letters.

You will be paid Professional Charges up to a maximum of **Rs.18,500 /- p.m. (up to a maximum of Rs.2, 22,000 on annual basis)** and applicable Tax will be deducted. Your appointment shall be continued based upon your overall performance and successful completion of initial period of Six months from the date of joining. Your initial core focus shall be mainly on Networking and other areas of services that Maintec / its client offer from time to time.

Please note that this offer is based on information provided by you to us and may be withdrawn in case of any deviation from the same or if you fail to report to commence the assignment on **April 29th, 2019** or any other date which may be decided as per mutual discussions.

Your appointment would be deemed terminated by both the parties in the event of termination of work order by Maintec's client. If either party wishes to end the contract, a notice period of not less than **Thirty days** indicating the same shall have to be provided by the same party in writing.

Please sign on the copy of this letter as a token of acceptance of this offer. Please address any inquiries to the HR team of Maintec that you may have in connection with your propcsed assignment.

Sincerely,
For Maintec Technologies Pvt. Ltd.

Subin Das PK
Associate Manager –HR Operation

I accept the assignment on the above-mentioned terms and conditions and I will report on **April 29th, 2019** or any other date which may be decided as per mutual discussions.

Consultant's Signature: _____

Maintec Technologies Pvt. Ltd.,
#3M-215, East of NGEF, Outer Ring Road,
Kasturi Nagar, Bangalore - 560 043, India.
Tel : 080 -42718000,080-25071950
www.maintec.com
CIN : U72200KA1997PTC023121
GST No. : 29AABCM3607P1Z3

Doc #: EMP/OL/VL/14062019/44

Mr. V.Lokesh,
Chennai

Dear V.Lokesh,
We are happy to offer you as **Consultant-Network Analyst** in our Company. Your initial place of assignment will be at **Chennai**. However, you may be requested to relocate anywhere in India as per client requirements anytime.From time to time, you will be required to travel based on the requirement from prospective clients all over India and overseas as well.

At the time of joining, you are requested to bring copies of the following documents for our records:

1. Relieving order/letter from your present employer.
2. Certificates in support of your qualification (including degree certificates and final mark/grade sheets), experience and emoluments.
3. Salary certificate from your present employer.
4. Four passport size photographs.
5. Relevant pages of your passport.
6. Address proof.
7. Two reference letters.

You will be paid Professional Charges up to a maximum of **Rs. 18,500 /- p.m. (up to a maximum of Rs.2, 22,000 on annual basis)** and applicable Tax will be deducted. Your appointment shall be continued based upon your overall performance and successful completion of initial period of Six months from the date of joining. Your initial core focus shall be mainly on Networking and other areas of services that Maintec / its client offer from time to time.

Please note that this offer is based on information provided by you to us and may be withdrawn in case of any deviation from the same or if you fail to report to commence the assignment on **June 17th, 2019** or any other date which may be decided as per mutual discussions.

Your appointment would be deemed terminated by both the parties in the event of termination of work order by Maintec's client. If either party wishes to end the contract, a notice period of not less than **Thirty days** indicating the same shall have to be provided by the same party in writing.

Please sign on the copy of this letter as a token of acceptance of this offer. Please address any inquiries to the HR team of Maintec that you may have in connection with your proposed assignment.

Sincerely,
For Maintec Technologies Pvt. Ltd.

Subin Das PK
Associate Manager –HR Operation

I accept the assignment on the above-mentioned terms and conditions and I will report on **June 17th, 2019** or any other date which may be decided as per mutual discussions.

Consultant's Signature: _____

Maintec

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#3M-215, East of NGEF, Outer Ring Road,
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GST No. : 29AABCM3607P1Z3

Doc # : EMP/OL/SLP/26042019/47

Mr. Maligireddy Umesh Reddy,
Tirupati

Dear Maligireddy Umesh Reddy,

We are happy to offer you as **Consultant-Network Analyst** in our Company. Your initial place of assignment will be at **Chennai**. However, you may be requested to relocate anywhere in India as per client requirements anytime.From time to time, you will be required to travel based on the requirement from prospective clients all over India and overseas as well.

At the time of joining, you are requested to bring copies of the following documents for our records:

1. Relieving order/letter from your present employer.
2. Certificates in support of your qualification (including degree certificates and final mark/grade sheets), experience and emoluments.
3. Salary certificate from your present employer.
4. Four passport size photographs.
5. Relevant pages of your passport.
6. Address proof.
7. Two reference letters.

You will be paid Professional Charges up to a maximum of **Rs.18,500 /- p.m. (up to a maximum of Rs.2, 22,000 on annual basis)** and applicable Tax will be deducted. Your appointment shall be continued based upon your overall performance and successful completion of initial period of Six months from the date of joining. Your initial core focus shall be mainly on Networking and other areas of services that Maintec / its client offer from time to time.

Please note that this offer is based on information provided by you to us and may be withdrawn in case of any deviation from the same or if you fail to report to commence the assignment on **April 29th, 2019** or any other date which may be decided as per mutual discussions.

Your appointment would be deemed terminated by both the parties in the event of termination of work order by Maintec's client. If either party wishes to end the contract, a notice period of not less than **Thirty days** indicating the same shall have to be provided by the same party in writing.

Please sign on the copy of this letter as a token of acceptance of this offer. Please address any inquiries to the HR team of Maintec that you may have in connection with your proposed assignment.

Sincerely,
For Maintec Technologies Pvt. Ltd.

Subin Das PK
Associate Manager –HR Operation

I accept the assignment on the above-mentioned terms and conditions and I will report on **April 29th, 2019** or any other date which may be decided as per mutual discussions.

Consultant's Signature: _____

Maintec

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CIN : U72200KA1997PTC023121
GST No. : 29AABCM3607P1Z3

Doc # : EMP/OL/SLP/26042019/61
Ms. Nidamanuru Yashna Yoshitha,
Chennai

Dear Nidamanuru Yashna Yoshitha,

We are happy to offer you as **Consultant-Network Analyst** in our Company. Your initial place of assignment will be at **Chennai**. However, you may be requested to relocate anywhere in India as per client requirements anytime.From time to time, you will be required to travel based on the requirement from prospective clients all over India and overseas as well.

At the time of joining, you are requested to bring copies of the following documents for our records:

1. Relieving order/letter from your present employer.
2. Certificates in support of your qualification (including degree certificates and final mark/grade sheets), experience and emoluments.
3. Salary certificate from your present employer.
4. Four passport size photographs.
5. Relevant pages of your passport.
6. Address proof.
7. Two reference letters.

You will be paid Professional Charges up to a maximum of **Rs.18,500 /- p.m. (up to a maximum of Rs.2, 22,000 on annual basis)** and applicable Tax will be deducted. Your appointment shall be continued based upon your overall performance and successful completion of initial period of Six months from the date of joining. Your initial core focus shall be mainly on Networking and other areas of services that Maintec / its client offer from time to time.

Please note that this offer is based on information provided by you to us and may be withdrawn in case of any deviation from the same or if you fail to report to commence the assignment on **April 29th, 2019** or any other date which may be decided as per mutual discussions.

Your appointment would be deemed terminated by both the parties in the event of termination of work order by Maintec's client. If either party wishes to end the contract, a notice period of not less than **Thirty days** indicating the same shall have to be provided by the same party in writing.

Please sign on the copy of this letter as a token of acceptance of this offer. Please address any inquiries to the HR team of Maintec that you may have in connection with your propcsed assignment.

Sincerely,
For Maintec Technologies Pvt. Ltd.

Subin Das PK
Associate Manager –HR Operation

I accept the assignment on the above-mentioned terms and conditions and I will report on **April 29th, 2019** or any other date which may be decided as per mutual discussions.

Consultant's Signature: _____

Maintec

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CIN : U72200KA1997PTC023121
GST No. : 29AABCM3607P1Z3

Doc # : EMP/OL/SLP/26042019/43

Mr. Prabu . M,
Theni

Dear Prabu . M,

We are happy to offer you as **Consultant-Network Analyst** in our Company. Your initial place of assignment will be at **Chennai**. However, you may be requested to relocate anywhere in India as per client requirements anytime.From time to time, you will be required to travel based on the requirement from prospective clients all over India and overseas as well.

At the time of joining, you are requested to bring copies of the following documents for our records:

1. Relieving order/letter from your present employer.
2. Certificates in support of your qualification (including degree certificates and final mark/grade sheets), experience and emoluments.
3. Salary certificate from your present employer.
4. Four passport size photographs.
5. Relevant pages of your passport.
6. Address proof.
7. Two reference letters.

You will be paid Professional Charges up to a maximum of **Rs.18,500 /- p.m. (up to a maximum of Rs.2, 22,000 on annual basis)** and applicable Tax will be deducted. Your appointment shall be continued based upon your overall performance and successful completion of initial period of Six months from the date of joining. Your initial core focus shall be mainly on Networking and other areas of services that Maintec / its client offer from time to time.

Please note that this offer is based on information provided by you to us and may be withdrawn in case of any deviation from the same or if you fail to report to commence the assignment on **April 29th, 2019** or any other date which may be decided as per mutual discussions.

Your appointment would be deemed terminated by both the parties in the event of termination of work order by Maintec's client. If either party wishes to end the contract, a notice period of not less than **Thirty days** indicating the same shall have to be provided by the same party in writing.

Please sign on the copy of this letter as a token of acceptance of this offer. Please address any inquiries to the HR team of Maintec that you may have in connection with your proposed assignment.

Sincerely,
For Maintec Technologies Pvt. Ltd.

Subin Das PK
Associate Manager –HR Operation

I accept the assignment on the above-mentioned terms and conditions and I will report on **April 29th, 2019** or any other date which may be decided as per mutual discussions.

Consultant's Signature: _____

MAKERDEMY
LEARN EXPLORE MAKE

Dear Bhavishya A,

We are delighted to extend this offer of employment for the position of "Digital Marketing Executive" with our company. Please review this summary of terms and conditions for your anticipated employment with us.

If you accept this offer, your start date will be 8-May-2019 and you would report to Venkatesh Varadachari.

Please find below the terms and conditions of your employment, should you accept this offer letter:

Position. Your title will be "Digital Marketing Executive". This is a full-time position. While you are employed at this Company, 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 the Company. By signing this letter of agreement, you confirm that you have no contractual commitments or other legal obligations that would prohibit you from performing your duties for the Company.

Compensation. You will be provided on the job training for a period of 4 months during which time, you would be paid a stipend of Rs. 15,750/- per month. Subsequent to satisfactory completion of your training, you will be absorbed in a full time role with a CTC of Rs.3,00,000/-.

Working Hours and Leave Policy. The official work hours are 9:00 AM – 6:00 PM, Monday through Friday. However, you are expected to stay back and complete your work if

there is any backlog. You will also be eligible for earned and medical leaves as per the company policy.

Employment Relationship. Employment with the Company is for no specific period of time. Your employment with the Company will be "at will", meaning that either you or the Company may terminate your employment at any time and for any reason, with or without cause, while complying with the notice period.

During the training period, the notice period is 1 month and once you are confirmed as a full-time employee, the notice period is 2 months. The company reserves the right to terminate your employment without cause with immediate effect by paying you 1-month salary in lieu of the notice period during training and 2-month salary after confirmation.

Privacy. You are required to observe and uphold all of the Company's privacy policies and procedures as implemented or varied from time to time. Collection, storage, access to and dissemination of employee personal information will be in accordance with privacy legislation.

You may indicate your agreement with these terms and accept this offer by signing and dating this agreement.

For Pluto Education Private Limited,

Director

Chennai 10/Apr/2019

The Princeton Review

manya
aspire higher, achieve more

Date:

Ms/Mr. Sirigireddy Siva Teja Reddy

Letter Of Intent

Dear Teja

We are happy to inform you that have been selected for the position of Trainee - Faculty - Maths in our company. This is subject to your clearing all exams and passing in your course.

You are required to join duties on or before 8th May 2018

During your training period of three months, you shall be located at one of our company owned centres in Chennai based mutual consent, for which your contact person at MEPL will be Sumit Varlani, General Manager-HR. Post successful completion of your training, you could be posted at any of our offices across India.

A letter of appointment will be handed over to you upon joining.

- Kindly carry the following documents on your day of joining:
- Proof of Date of Birth-Birth Certificate/Class X Certificate (Copy);
- All Educational Certificates;
- Latest Passport size photograph (04 Nos.);
- Residence Proof –DL/Passport/Voter ID (Copy);
- PAN-Card (Copy) and;
- Experience Certificates of all Previous Organizations. **(If applicable)**

Indicate your acceptance of the above by signing and returning the duplicate copy of this letter, as marked below.

Congratulations and welcome on board to be a part of our pursuit towards fulfilling Aspirants!

For **Manya Education Pvt. Ltd.**

Sumit Varlani
General Manager-HR

Mindtree

Date:06-Nov-2018

To

Pothireddy Pravallika
CHENNAI

Dear Pothireddy Pravallika,

Sub: Offer of Training and Employment

1. This has reference to the selection process for employment opportunity at Mindtree in the campus of Kalinga.

2. We take pleasure in informing you that you have been selected for appointment in Mindtree as an ENGINEER in the competency Level C1 subject to the following terms and conditions.

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

b) Secure 65% aggregate in the degree. Aggregate is calculated as follows:

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

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

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

2.2. You shall initially undergo training at Mindtree, Kalinga, Bhubaneswar, Odisha and undergo Orchard Learning Programme conducted by Mindtree, Kalinga which helps you to transition to the Corporate world of technology solutions. The details of the programme are provided separately.

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

2.4. Orchard Learning Program spans for about 90 calendar days. However, the duration could be shortened or extended based on the business requirements and an individual's readiness for working on projects as determined by Mindtree.

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

2.6. You shall also execute a Service Agreement along with a surety undertaking to serve the Company for a minimum period of 24 months. Please go through the terms and conditions enclosed in Annexure A and also the terms and conditions stated in the specimen of the Service Agreement.

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

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

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

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

We wish you a long and successful career with Mindtree.

I personally look forward to working with you soon.

Thank you,
For Mindtree Limited



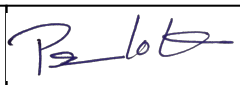
Pankaj Khanna



Enclosed: Annexure to your Offer of Employment

Acceptance of the offer

I, Pothireddy Pravallika, agree to accept the employment on the terms and conditions mentioned in this Offer of Employment and the annexure.

Your Signature	
Your Name in Capital letters	POTHIREDDY PRAVALLIKA

Annexure 1

Compensation stack during the Orchard Learning Program **(from the date of joining till the date of confirmation)**

Name	**: Pothireddy Pravallika**
Competency	**: C1**
Designation	**: ENGINEER**
Stipend	**: INR 22,000 per month**.

Payment will be after deduction of below amount from the monthly stipend:

- **INR 6000** per month covering for accommodation on twin share basis on a subsidized cost (excluding food expenses)
- Food expenses will have to be borne by you.
- Premium for Insurance which is **INR 470 per month**.
- Applicable taxes like Professional tax and Income tax, prevailing at the time of pay out.

You will be covered for Insurance benefits as prevailing at the time of joining. The following are the coverage for 2018 - 2019 for your reference. You will get more details on joining.

- Group Medical Coverage (GMC) for you and your family. The standard coverage under GMC is INR 400,000 per annum per family.Family means your spouse and children (up to 2 children). Parents/Parents-in-law or siblings or any other relationships are not covered.
- Group Term Life (GTL) coverage for you and is up to INR 2,000,000.
- Group Personal Accident (GPA) coverage for you and is up to INR 1,500,000.

More details will be provided at the time of joining.

Mindtree

Annexure 2

Compensation stack effective from the date of confirmation

Name : Pothireddy Pravallika

Competency : C1

Designation : ENGINEER

Detailed break up of your CTC components is given below (all figures are in INR and per annum)

Basic	103,344
HRA	51,672
Conveyance	30,000
Competence Linked Pay	24,000
Communication Allowance	30,000
Education Allowance	24,000
Provident Fund	12,396
Gratuity	4,956
Insurance Benefits*	5,640
Annual Gross	**286,008**
Bonus**	39,000
Annual Cost to Company	**325,008**

*The Insurance coverage provided to you at the time of joining will continue on your confirmation, as per the prevailing insurance policies at the time of your confirmation. The premium for standard coverage is part of your CTC.

Additionally, you will be provided with the following options for enhancing your coverage under GMC.

- You will be given an option to increase the coverage from INR 400,000. Top up options with additional/higher insurance coverage are available as per policy. If you opt for this, the additional premium for the increased coverage will be deducted from your salary on a pro-rated basis.

- You will be given an option to coveryour Parents or Parents-in-law.If you opt for this, the additional premium for the parental coverage will be deducted from your salary.

More details on these options will be provided to you at the time of your confirmation.

**The bonus component per annum is 12% of CTC. The payout will be governed by the Bonus plan applicable for the respective year. More details of the plan will be available on joining. The actual amount payable is inclusive of bonus, if any, as per the Bonus Act, 1965 and amendments thereto.

The structure of CTC shown above is indicative and by the time of your confirmation, there could be changes in the structure arising out of changes in the Income tax rules or Insurance or organization wide compensation philosophy changes. However, the CTC amount will be protected i.e., will remain the same.

Annexure - 3

Terms and conditions of the Offer of Training and Employment

1. All employees of Mindtree are referred to as Mindtree Minds. Mindtree Minds who join us from campuses are referred to as Campus Minds of the particular batch of **joining for convenience and identification.**

2. The term, 'the Company' refers to Mindtree Limited.

3. This letter contains broad terms and conditions of service governing this appointment which are subject to change from time to time **and shall have to be read along with the rules, regulations and policies of the Company.**

4. You are also bound by the terms relating to Non - Disclosure, Intellectual Property Assignment,Non-Solicitation, Confidentiality, Non-Compete agreement annexed hereto at Annexure 1 and 2, Service Agreement (Annexure 3) and Mindtree Kalinga Code of Conduct (Annexure 4). **You are requested to go through the documents carefully and understand the terms thereof before sending your acceptance.**

5. You are requested to contact the People Function for any clarifications on policies/rules/regulations, which are applicable to you. **Salary details are personal to you and you are expected to keep them confidential.** We expect you to keep the salary details confidential at all times.

6. Orchard Learning Program

6.1 On joining, you will be part of our Orchard Learning Program. The Orchard Learning Program will consist of new age methods that enable you with real world problem solving capabilities.

6.2 Orchard Learning Program spans for about 90 calendar days. However, the duration could be shortened or extended based on the business requirements and an individual's readiness for working on projects as determined by Mindtree.

6.3 The Orchard Learning Program is intensive and fast paced, requiring your focus and hard work, to learn effectively and demonstrate capabilities expected by Mindtree. You are required to ensure your 100% availability and undivided attention during the tenure of the program.

6.4 You will be continuously assessed and given feedback by experts throughout the learning program. You will be provided opportunities to demonstrate the acquired capabilities on skills such as Communication, design, programming, problem solving, presentation and professionalism on engineering, business and social projects. You must clear a set of mandatory capabilities, as the qualifying criteria, for successful completion of Orchard Learning Program. The details of qualifying criteria will be communicated to you through a Learning Advisory Document.

separately. Your continued employment with Mindtree is subject to your meeting the qualifying criteria during and at the end of the Orchard Learning Program. If you meet the qualifying criteria for successful completion of the Orchard Learning Program, your employment with Mindtree will be confirmed through a written intimation shall be sent to you. If you do not meet the qualifying criteria, you will be asked to leave the services with no further assurances, risk or liability of Mindtree. Unless otherwise confirmed in writing, you will be deemed to be under the Orchard Learning Program.

7. Confirmation of Employment

7.1 Upon confirmation, your designation will be ENGINEER and in the competency of C1 will continue. The date of confirmation is reckoned as the start date of service for all practical purposes, including statutory requirements. Date of confirmation is the start date used for provident fund, gratuity, tenure calculation for performance management cycle, increments, progression, vacation or leaves as per general policy, loans and other benefits etc.

7.2 The Service Agreement signed by your guarantor, witnesses and you is in effect from your date of joining.

7.3 All confirmations will be aligned to the 16th of the same month or 1st day of the succeeding month post successful completion of the Orchard Learning Program. For e.g. if you successfully complete the Orchard Learning Program any day between 1st to 15th during the month of September 2016, the date of confirmation will be 16-Sept-2016 or if you successfully complete the Orchard Learning Program any day between 16th to 30th of September 2016, the date of confirmation will be 01-Oct-2016.

7.4 The duration between the successful completion of the Orchard Learning Program and the date of confirmation is considered as part of the Orchard Learning Program.

7.5 On confirmation, your work location will be decided based on the business requirements. You are expected to report at your work location as advised.

7.6 Your joining may be revoked or your confirmation will be withheld, if any of the required joining formalities, for e.g., submission of all marks cards, degree certificates, Service Agreement etc., are not complied with.

7.7 Determination of adequacy and authenticity of the proofs submitted will be at the sole discretion of the Company.

8. Compensation and benefits

8.1 During the Orchard learning program, you will be paid a stipend of INR 22,000 per month. Please refer Annexure 1 for details. On successful completion of the Orchard learning program, your employment with Mindtree stands confirmed. On confirmation, your total compensation would be INR 325,008.00 per annum Please refer to Annexure 2 for details. All payouts are aligned to salary payout, which is the last working day of the month, unless otherwise mentioned. Any payment will be after deduction of applicable taxes prevailing at the time of payout.

8.2 You will be covered under insurance from the date of joining, as detailed in Annexure 1.

8.3 You will be eligible for relocation benefits for the relocation from Mindtree Kalinga to your work location, as per the existing relocation policies for Campus Minds.

8.4 The performance management and career progression will be as per the existing policies.

8.5 You will not be eligible for any loans or advances during the Orchard Learning Program. You will be required to be on the rolls of the Company and not serving the notice period, for you to be eligible for sanction of loans and salary advance, payment of year-end payout component of bonus, compensation revisions, promotions etc. You will have to refund any amounts received by you when you are not entitled for the same.

8.6 Duration of unpaid vacations will not be considered while the Company is computing the tenure for benefits like gratuity, compensation revisions, promotions etc. which have a tenure eligibility component, amongst other criteria.

9. Vacation and leave

9.1 No leaves are allowed during the Orchard Learning Program except the statutory holidays and other Mindtree official holidays applicable to the Orchard Learning Program candidates in general.

9.2 Any absence during the Orchard Learning Program due to any grave personal emergency will be dealt on a case to case basis and will be considered as loss of pay and deducted from your stipend on pro-rata basis. Recovery of the amount towards loss of pay during the Orchard Learning Program may happen either during the Orchard Learning Program itself or the first month of confirmation or final settlement on cessation of employment, as the case may be.

9.3 On confirmation, you will be eligible for leaves as per the general leave policy as in force in the Company from time to time.

10. Termination of employment

10.1 During Orchard Learning Program

a) Termination for cause

Your employment with Mindtree will be terminated without any notice or stipend or compensation in lieu of notice in the below circumstances which you agree are reasonable and acceptable:

- Failing to meet the qualification criteria during the Orchard Learning Program assessment
- Unauthorized absence during the Orchard Learning Program
- Non-compliance to Mindtree integrity policy and other disciplinary expectations.

Examples of acts which cause termination on disciplinary grounds are employing unfair means during assessments, submitting fake bills for any reimbursements, submitting fake medical certificates, submitting fake documents, misuse of access cards, not being available in office without prior intimations and for unreasonable durations, not clearing background verification checks, misuse of Company assets, violation of Company policies & Code of Conduct, indulging in acts of sexual harassment, persistent irregularity in attending the learning sessions without valid reasons, being absent for assessments without prior permission, becoming insolvent, absconding etc. This list is only indicative and not comprehensive.

If Mindtree terminates your employment, for reasons other than your performance (meeting the qualifying criteria during and at the end of the Orchard Learning Program) and disciplinary grounds, you will be terminated from employment with immediate effect and return Mindtree assets immediately.

b) Termination for convenience

If you wish to terminate your employment during the Orchard Learning Program, you will be required to notify your resignation in writing. On acceptance of your resignation, you will be intimated about your relieving date and you are expected to comply with all separation procedures as listed in the Service Agreement and return of the Mindtree assets, within two working days.

10.2. After confirmation

a) Termination for cause

Mindtree may terminate your employment, with immediate effect, without any notice or salary or compensation in lieu of notice, on disciplinary grounds, which may include any act of integrity violations. Examples of acts which cause termination on disciplinary grounds are employing unfair means during assessments, submitting fake bills for any reimbursements, submitting fake medical certificates, submitting fake documents, misuse of access cards, not being available in office without prior intimations and for unreasonable durations, not clearing background verification checks, misuse of Company assets, violation of Company policies & Code of Conduct, indulging in acts of sexual harassment, persistent irregularity in attending the office without valid reasons, becoming insolvent, absconding etc. This list is only indicative and not comprehensive. In event of termination due to such reasons, you agree that notice requirements shall not apply. In case of your unauthorized absence, without intimation or permission or prior sanction of leave, or being absent beyond the period of leave originally granted or subsequently extended, for a period of 10 working days or more, it shall be considered that you are no longer interested in continuing employment with the Company, in such a case, it shall be deemed that you have abandoned your services. In such an event, the management shall terminate your services without any notice or salary or compensation in lieu of notice.

b) Termination for convenience

1. If you wish to terminate your employment, you will be required to give an advance notice of **three (3)months**, in writing to the company. If at your request, Mindtree agrees to relieve you before serving the full notice period, you will be liable to pay to Mindtree, the salary for the balance notice period along with other amount payable by you to Mindtree, including the amount mentioned in the Service Agreement if last date of employment is within 2 years from the date of joining. Both Mindtree and you agree that this amount is fair and legally enforceable in the event of any default from your side. Mindtree, at its sole discretion, may provide waiver on the notice period. If there is any failure to comply with the separation procedures within a reasonable time frame, then it will be handled as Termination on disciplinary grounds. If Mindtree terminates your employment, for reasons other than disciplinary grounds, you will be given an advance notice of three months, in writing.

2. If Mindtree decides to relieve you before the completion of the notice period, the salary for the balance notice period would be paid to you after adjusting the amounts payable by you to Mindtree.

3. Salary for the purpose of notice period means the two components of Basic & fixed components(as applicable), in your compensation at the time of termination of your employment.

10.3 Common guidelines to be complied with, on termination for any reason, and at any time of your employment

a) On termination of your employment for any reason, you shall comply with the Service Agreement, and with Mindtree's separation procedures, sign all required documents and return all Mindtree assets with you. Mindtree will not be bound to pay the final dues, if any, till you have completed all the separation procedures and returned all the payments that Mindtree may have due from you under any loans, liens, or borrowings you may have made.

b) If there is any failure to comply with the separation procedures within a reasonable time frame, then it may be handled as termination on disciplinary grounds based on assessment of the circumstances.

c) Mindtree, at its sole discretion, may extend the time frame of notice period for compliance.

11 Nature of employment

11.1 The offer of appointment has been made on the basis that the declaration made by you during the selection process and subsequently at the time of joining are complete and correct and if it is found that you have concealed any information which have material bearing on your employment or you have made any wrong declaration, your employment may be termination without any notice, salary or payment in lieu of notice. **The Company reserves right to have your back ground check either directly or through an outside agency and by accepting the terms of appointment, your consent for the same is deemed to have been given.**

11.2 The employment at Mindtree is exclusive and you shall devote your full time for discharging the roles and responsibilities entrusted to you. You shall not take up any employment part-time or full time for consideration or on honorary basis without the prior written consent of Mindtree either during Orchard Learning Program or after your confirmation.

12 Other Agreements :

You may be required to sign necessary agreements with Mindtree and its clients as required and complete various formalities as per those agreements at the time of joining and during the tenure with the Company. You may also be required to sign other agreements with the Company, as the Company may decide from time to time, in order to secure the interests of the Company and also to ensure your performance and adherence to all terms, conditions, rules and regulations of the Company.

On the date of joining at Mindtree Kalinga Bhubaneshwar, you shall execute a Service Agreement. The Acceptance of terms and conditions of the offer of Appointment shall be deemed as your consent to execute the Service Agreement. You should read the Service Agreement and understand your obligations thereof before confirming the acceptance of this Offer. Please note that in the event that the terms and conditions of the Service Agreement are not acceptable to you, you should not accept this offer. The signing of the offer letter would be deemed a voluntary and fully evaluated decision to commit the Service Period mentioned in the Service Agreement.

13 Transfer

13.1 You could be transferred to any of other offices/branches/subsidiaries/affiliates, either domestic or abroad, should the need arise. You will abide by the Company's rules, regulations and policies, as may be in effect from time to time with respect to your function, grade or location where you work in.

13.2 On confirmation of your employment through the successful completion of the Orchard Learning Program, relocation from Mindtree Kalinga to the work location will be as per the existing relocation policy for Campus Minds.

14 Retirement and retirement benefits

14.1 Subject to your confirmation after the completion of training at Kalinga, your service in the Company is valid till the date of retirement (last day of the month of your sixtieth birthday). For this purpose the date of birth as declared in the application form for selection, will be treated as final.

14.2 Retirement benefits, i.e. Provident Fund and Gratuity, are effective from the date of confirmation.

14.3 Compliance will be as per the prevailing statutory requirements at any point of your employment with Mindtree.

15 Intellectual property

If you conceive any new or advanced methods of improving process/formulae/systems in relation to the operation of the Company or an intellectual property in course of your training or work, such developments will be fully communicated to the Company and the Company will have the full ownership sole right/property of the same. You hereby assign all intellectual property rights and moral rights to Mindtree.

16 Mindtree's Code of Conduct and Policies

16.1 Mindtree has a 'Code of Conduct' that is applicable during your stay at Mindtree's Global Learning Center at Mindtree Kalinga, Bhubaneswar, for the Orchard program as well as outside of Mindtree at any other Mindtree premises. The Code of Conduct also applies to your tenure with Mindtree after the completion of the training at Kalinga and your employment at Mindtree while at Mindtree location or at a Mindtree customer location.

16.2 You will be requested to sign your acceptance and adhere to these terms upon joining.

16.3 Any subsequent updates of the Policies and Code of Conduct shall automatically apply to your employment with Mindtree. You are required to keep yourself updated at all times of these Policies and Code of Conduct.

17 Tax implication

You are solely responsible for declarations and implications arising thereof for all personal income tax purposes.

18 Reimbursement of travel expense for joining Mindtree

Expenses incurred by you for joining at Mindtree Kalinga will be borne by you and will not be reimbursed by Mindtree.

19 Personal Safety and conduct

You understand that Kalinga is a residential facility and you shall accordingly upon leaving the campus for your outings or otherwise, have the responsibility of informing your family about your safety and whereabouts. While you are outside the Kalinga Campus or outside a Mindtree premise at your own volition, you shall be responsible for your conduct and personal safety. You shall indemnify Mindtree, its directors and employees from any claims, legal or financial arising out of your own actions or omissions or indulging in activities that endanger your personal safety and release Mindtree of all liabilities to you or your family arising from your acts or omissions.

End of Annexure 3



Mindtree Offer Letter

Adobe Sign Document History 11/08/2018

Created:	11/06/2018
By:	Mindtree Talent Acquisition Team (campus@mindtree.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA_35s47asqYdqCkQjRG8Scl5Kd0vMJyFh

"Mindtree Offer Letter" History

Document created by Mindtree Talent Acquisition Team (campus@mindtree.com)
11/06/2018 - 8:27:08 AM PST- IP address: 112.121.48.1

Waiting for Signature by Pravallika (pravallika.prabu@gmail.com)
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Document e-signed by Pravallika (pravallika.prabu@gmail.com)
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Signed document emailed to Pravallika (pravallika.prabu@gmail.com), vinay.ramesh@mindtree.com and Mindtree Talent Acquisition Team (campus@mindtree.com)
11/08/2018 - 3:43:08 AM PST

Mindtree

Date:06-Nov-2018

To

SURYA REDDIPALLI
CHENNAI

Dear SURYA REDDIPALLI,

Sub: Offer of Training and Employment

1. This has reference to the selection process for employment opportunity at Mindtree in the campus of Kalinga.

2. We take pleasure in informing you that you have been selected for appointment in Mindtree as an ENGINEER in the competency Level C1 subject to the following terms and conditions.

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

b) Secure 65% aggregate in the degree. Aggregate is calculated as follows:

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

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

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

2.2. You shall initially undergo training at Mindtree, Kalinga, Bhubaneswar, Odisha and undergo Orchard Learning Programme conducted by Mindtree, Kalinga which helps you to transition to the Corporate world of technology solutions. The details of the programme are provided separately.

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

R.Surya Prakash
R.Surya Prakash (Nov 11, 2018)

2.4. Orchard Learning Program spans for about 90 calendar days. However, the duration could be shortened or extended based on the business requirements and an individual's readiness for working on projects as determined by Mindtree.

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

2.6. You shall also execute a Service Agreement along with a surety undertaking to serve the Company for a minimum period of 24 months. Please go through the terms and conditions enclosed in Annexure A and also the terms and conditions stated in the specimen of the Service Agreement.

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

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

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

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

We wish you a long and successful career with Mindtree.

I personally look forward to working with you soon.

Thank you,
For Mindtree Limited

Pankaj Khanna

R.Surya Prakash
R.Surya Prakash (Nov 11, 2018)

Enclosed: Annexure to your Offer of Employment

Acceptance of the offer

I, SURYA REDDIPALLI, agree to accept the employment on the terms and conditions mentioned in this Offer of Employment and the annexure.

Your Signature	R.Surya Prakash R.Surya Prakash (Nov 11, 2018)
Your Name in Capital letters	SURYA REDDIPALLI

Annexure 1

Compensation stack during the Orchard Learning Program **(from the date of joining till the date of confirmation)**

Name : **SURYA REDDIPALLI**

Competency : **C1**

Designation : **ENGINEER**

Stipend : **INR 22,000 per month**.

Payment will be after deduction of below amount from the monthly stipend:

- **INR 6000** per month covering for accommodation on twin share basis on a subsidized cost (excluding food expenses)
- Food expenses will have to be borne by you.
- Premium for Insurance which is **INR 470 per month**.
- Applicable taxes like Professional tax and Income tax, prevailing at the time of pay out.

You will be covered for Insurance benefits as prevailing at the time of joining. The following are the coverage for 2018 - 2019 for your reference. You will get more details on joining.

- Group Medical Coverage (GMC) for you and your family. The standard coverage under GMC is INR 400,000 per annum per family.Family means your spouse and children (up to 2 children). Parents/Parents-in-law or siblings or any other relationships are not covered.
- Group Term Life (GTL) coverage for you and is up to INR 2,000,000.
- Group Personal Accident (GPA) coverage for you and is up to INR 1,500,000.

More details will be provided at the time of joining.

Mindtree

Annexure 2

Compensation stack effective from the date of confirmation

Name : SURYA REDDIPALLI

Competency : C1

Designation : ENGINEER

Detailed break up of your CTC components is given below (all figures are in INR and per annum)

Basic	103,344
HRA	51,672
Conveyance	30,000
Competence Linked Pay	24,000
Communication Allowance	30,000
Education Allowance	24,000
Provident Fund	12,396
Gratuity	4,956
Insurance Benefits*	5,640
Annual Gross	**286,008**
Bonus**	39,000
Annual Cost to Company	**325,008**

*The Insurance coverage provided to you at the time of joining will continue on your confirmation, as per the prevailing insurance policies at the time of your confirmation. The premium for standard coverage is part of your CTC.

R.Surya Prakash
R.Surya Prakash (Nov 11, 2018)

Additionally, you will be provided with the following options for enhancing your coverage under GMC.

- You will be given an option to increase the coverage from INR 400,000. Top up options with additional/higher insurance coverage are available as per policy. If you opt for this, the additional premium for the increased coverage will be deducted from your salary on a pro-rated basis.

- You will be given an option to coveryour Parents or Parents-in-law.If you opt for this, the additional premium for the parental coverage will be deducted from your salary.

More details on these options will be provided to you at the time of your confirmation.

**The bonus component per annum is 12% of CTC. The payout will be governed by the Bonus plan applicable for the respective year. More details of the plan will be available on joining. The actual amount payable is inclusive of bonus, if any, as per the Bonus Act, 1965 and amendments thereto.

The structure of CTC shown above is indicative and by the time of your confirmation, there could be changes in the structure arising out of changes in the Income tax rules or Insurance or organization wide compensation philosophy changes. However, the CTC amount will be protected i.e., will remain the same.

R.Surya Prakash
R.Surya Prakash (Nov 11, 2018)

Annexure - 3

Terms and conditions of the Offer of Training and Employment

1. All employees of Mindtree are referred to as Mindtree Minds. Mindtree Minds who join us from campuses are referred to as Campus Minds of the particular batch of **joining for convenience and identification.**

2. The term, 'the Company' refers to Mindtree Limited.

3. This letter contains broad terms and conditions of service governing this appointment which are subject to change from time to time **and shall have to be read along with the rules, regulations and policies of the Company.**

4. You are also bound by the terms relating to Non - Disclosure, Intellectual Property Assignment,Non-Solicitation, Confidentiality, Non-Compete agreement annexed hereto at Annexure 1 and 2, Service Agreement (Annexure 3) and Mindtree Kalinga Code of Conduct (Annexure 4). **You are requested to go through the documents carefully and understand the terms thereof before sending your acceptance.**

5. You are requested to contact the People Function for any clarifications on policies/rules/regulations, which are applicable to you. **Salary details are personal to you and you are expected to keep them confidential.** We expect you to keep the salary details confidential at all times.

6. Orchard Learning Program

6.1 On joining, you will be part of our Orchard Learning Program. The Orchard Learning Program will consist of new age methods that enable you with real world problem solving capabilities.

6.2 Orchard Learning Program spans for about 90 calendar days. However, the duration could be shortened or extended based on the business requirements and an individual's readiness for working on projects as determined by Mindtree.

6.3 The Orchard Learning Program is intensive and fast paced, requiring your focus and hard work, to learn effectively and demonstrate capabilities expected by Mindtree. You are required to ensure your 100% availability and undivided attention during the tenure of the program.

6.4 You will be continuously assessed and given feedback by experts throughout the learning program. You will be provided opportunities to demonstrate the acquired capabilities on skills such as Communication, design, programming, problem solving, presentation and professionalism on engineering, business and social projects. You must clear a set of mandatory capabilities, as the qualifying criteria, for successful completion of Orchard Learning Program. The details of qualifying criteria will be communicated to you through a Learning Advisory Document.

R.Surya Prakash
R.Surya Prakash (Nov 11, 2018)

separately. Your continued employment with Mindtree is subject to your meeting the qualifying criteria during and at the end of the Orchard Learning Program. If you meet the qualifying criteria for successful completion of the Orchard Learning Program, your employment with Mindtree will be confirmed through a written intimation shall be sent to you. If you do not meet the qualifying criteria, you will be asked to leave the services with no further assurances, risk or liability of Mindtree. Unless otherwise confirmed in writing, you will be deemed to be under the Orchard Learning Program.

7. Confirmation of Employment

7.1 Upon confirmation, your designation will be ENGINEER and in the competency of C1 will continue. The date of confirmation is reckoned as the start date of service for all practical purposes, including statutory requirements. Date of confirmation is the start date used for provident fund, gratuity, tenure calculation for performance management cycle, increments, progression, vacation or leaves as per general policy, loans and other benefits etc.

7.2 The Service Agreement signed by your guarantor, witnesses and you is in effect from your date of joining.

7.3 All confirmations will be aligned to the 16th of the same month or 1st day of the succeeding month post successful completion of the Orchard Learning Program. For e.g. if you successfully complete the Orchard Learning Program any day between 1st to 15th during the month of September 2016, the date of confirmation will be 16-Sept-2016 or if you successfully complete the Orchard Learning Program any day between 16th to 30th of September 2016, the date of confirmation will be 01-Oct-2016.

7.4 The duration between the successful completion of the Orchard Learning Program and the date of confirmation is considered as part of the Orchard Learning Program.

7.5 On confirmation, your work location will be decided based on the business requirements. You are expected to report at your work location as advised.

7.6 Your joining may be revoked or your confirmation will be withheld, if any of the required joining formalities, for e.g., submission of all marks cards, degree certificates, Service Agreement etc., are not complied with.

7.7 Determination of adequacy and authenticity of the proofs submitted will be at the sole discretion of the Company.

R.Surya Prakash
R.Surya Prakash (Nov 11, 2018)

8. Compensation and benefits

8.1 During the Orchard learning program, you will be paid a stipend of INR 22,000 per month. Please refer Annexure 1 for details. On successful completion of the Orchard learning program, your employment with Mindtree stands confirmed. On confirmation, your total compensation would be INR 325,008.00 per annum Please refer to Annexure 2 for details. All payouts are aligned to salary payout, which is the last working day of the month, unless otherwise mentioned. Any payment will be after deduction of applicable taxes prevailing at the time of payout.

8.2 You will be covered under insurance from the date of joining, as detailed in Annexure 1.

8.3 You will be eligible for relocation benefits for the relocation from Mindtree Kalinga to your work location, as per the existing relocation policies for Campus Minds.

8.4 The performance management and career progression will be as per the existing policies.

8.5 You will not be eligible for any loans or advances during the Orchard Learning Program. You will be required to be on the rolls of the Company and not serving the notice period, for you to be eligible for sanction of loans and salary advance, payment of year-end payout component of bonus, compensation revisions, promotions etc. You will have to refund any amounts received by you when you are not entitled for the same.

8.6 Duration of unpaid vacations will not be considered while the Company is computing the tenure for benefits like gratuity, compensation revisions, promotions etc. which have a tenure eligibility component, amongst other criteria.

9. Vacation and leave

9.1 No leaves are allowed during the Orchard Learning Program except the statutory holidays and other Mindtree official holidays applicable to the Orchard Learning Program candidates in general.

9.2 Any absence during the Orchard Learning Program due to any grave personal emergency will be dealt on a case to case basis and will be considered as loss of pay and deducted from your stipend on pro-rata basis. Recovery of the amount towards loss of pay during the Orchard Learning Program may happen either during the Orchard Learning Program itself or the first month of confirmation or final settlement on cessation of employment, as the case may be.

9.3 On confirmation, you will be eligible for leaves as per the general leave policy as in force in the Company from time to time.

R.Surya Prakash
R.Surya Prakash (Nov 11, 2018)

10. Termination of employment

10.1 During Orchard Learning Program

a) Termination for cause

Your employment with Mindtree will be terminated without any notice or stipend or compensation in lieu of notice in the below circumstances which you agree are reasonable and acceptable:

- Failing to meet the qualification criteria during the Orchard Learning Program assessment
- Unauthorized absence during the Orchard Learning Program
- Non-compliance to Mindtree integrity policy and other disciplinary expectations.

Examples of acts which cause termination on disciplinary grounds are employing unfair means during assessments, submitting fake bills for any reimbursements, submitting fake medical certificates, submitting fake documents, misuse of access cards, not being available in office without prior intimations and for unreasonable durations, not clearing background verification checks, misuse of Company assets, violation of Company policies & Code of Conduct, indulging in acts of sexual harassment, persistent irregularity in attending the learning sessions without valid reasons, being absent for assessments without prior permission, becoming insolvent, absconding etc. This list is only indicative and not comprehensive.

If Mindtree terminates your employment, for reasons other than your performance (meeting the qualifying criteria during and at the end of the Orchard Learning Program) and disciplinary grounds, you will be terminated from employment with immediate effect and return Mindtree assets immediately.

b) Termination for convenience

If you wish to terminate your employment during the Orchard Learning Program, you will be required to notify your resignation in writing. On acceptance of your resignation, you will be intimated about your relieving date and you are expected to comply with all separation procedures as listed in the Service Agreement and return of the Mindtree assets, within two working days.

R.Surya Prakash
R.Surya Prakash (Nov 11, 2018)

10.2. After confirmation

a) Termination for cause

Mindtree may terminate your employment, with immediate effect, without any notice or salary or compensation in lieu of notice, on disciplinary grounds, which may include any act of integrity violations. Examples of acts which cause termination on disciplinary grounds are employing unfair means during assessments, submitting fake bills for any reimbursements, submitting fake medical certificates, submitting fake documents, misuse of access cards, not being available in office without prior intimations and for unreasonable durations, not clearing background verification checks, misuse of Company assets, violation of Company policies & Code of Conduct, indulging in acts of sexual harassment, persistent irregularity in attending the office without valid reasons, becoming insolvent, absconding etc. This list is only indicative and not comprehensive. In event of termination due to such reasons, you agree that notice requirements shall not apply. In case of your unauthorized absence, without intimation or permission or prior sanction of leave, or being absent beyond the period of leave originally granted or subsequently extended, for a period of 10 working days or more, it shall be considered that you are no longer interested in continuing employment with the Company, in such a case, it shall be deemed that you have abandoned your services. In such an event, the management shall terminate your services without any notice or salary or compensation in lieu of notice.

b) Termination for convenience

1. If you wish to terminate your employment, you will be required to give an advance notice of **three (3)months**, in writing to the company. If at your request, Mindtree agrees to relieve you before serving the full notice period, you will be liable to pay to Mindtree, the salary for the balance notice period along with other amount payable by you to Mindtree, including the amount mentioned in the Service Agreement if last date of employment is within 2 years from the date of joining. Both Mindtree and you agree that this amount is fair and legally enforceable in the event of any default from your side. Mindtree, at its sole discretion, may provide waiver on the notice period. If there is any failure to comply with the separation procedures within a reasonable time frame, then it will be handled as Termination on disciplinary grounds. If Mindtree terminates your employment, for reasons other than disciplinary grounds, you will be given an advance notice of three months, in writing.

2. If Mindtree decides to relieve you before the completion of the notice period, the salary for the balance notice period would be paid to you after adjusting the amounts payable by you to Mindtree.

3. Salary for the purpose of notice period means the two components of Basic & fixed components(as applicable), in your compensation at the time of termination of your employment.

R.Surya Prakash
R.Surya Prakash (Nov 11, 2018)

10.3 Common guidelines to be complied with, on termination for any reason, and at any time of your employment

a) On termination of your employment for any reason, you shall comply with the Service Agreement, and with Mindtree's separation procedures, sign all required documents and return all Mindtree assets with you. Mindtree will not be bound to pay the final dues, if any, till you have completed all the separation procedures and returned all the payments that Mindtree may have due from you under any loans, liens, or borrowings you may have made.

b) If there is any failure to comply with the separation procedures within a reasonable time frame, then it may be handled as termination on disciplinary grounds based on assessment of the circumstances.

c) Mindtree, at its sole discretion, may extend the time frame of notice period for compliance.

11 Nature of employment

11.1 The offer of appointment has been made on the basis that the declaration made by you during the selection process and subsequently at the time of joining are complete and correct and if it is found that you have concealed any information which have material bearing on your employment or you have made any wrong declaration, your employment may be termination without any notice, salary or payment in lieu of notice. **The Company reserves right to have your back ground check either directly or through an outside agency and by accepting the terms of appointment, your consent for the same is deemed to have been given.**

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R.Surya Prakash
R.Surya Prakash (Nov 11, 2018)

On the date of joining at Mindtree Kalinga Bhubaneshwar, you shall execute a Service Agreement. The Acceptance of terms and conditions of the offer of Appointment shall be deemed as your consent to execute the Service Agreement. You should read the Service Agreement and understand your obligations thereof before confirming the acceptance of this Offer. Please note that in the event that the terms and conditions of the Service Agreement are not acceptable to you, you should not accept this offer. The signing of the offer letter would be deemed a voluntary and fully evaluated decision to commit the Service Period mentioned in the Service Agreement.

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R.Surya Prakash
R.Surya Prakash (Nov 11, 2018)

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You are solely responsible for declarations and implications arising thereof for all personal income tax purposes.

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Expenses incurred by you for joining at Mindtree Kalinga will be borne by you and will not be reimbursed by Mindtree.

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You understand that Kalinga is a residential facility and you shall accordingly upon leaving the campus for your outings or otherwise, have the responsibility of informing your family about your safety and whereabouts. While you are outside the Kalinga Campus or outside a Mindtree premise at your own volition, you shall be responsible for your conduct and personal safety. You shall indemnify Mindtree, its directors and employees from any claims, legal or financial arising out of your own actions or omissions or indulging in activities that endanger your personal safety and release Mindtree of all liabilities to you or your family arising from your acts or omissions.

End of Annexure 3

R.Surya Prakash
R.Surya Prakash (Nov 11, 2018)



Mindtree Offer Letter

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Created:	11/06/2018
By:	Mindtree Talent Acquisition Team (campus@mindtree.com)
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11/06/2018 - 8:31:30 AM PST- IP address: 112.121.48.1

Waiting for Signature by R.Surya Prakash (suryaprakashreddipalli@gmail.com)
11/06/2018 - 8:31:35 AM PST

Document e-signed by R.Surya Prakash (suryaprakashreddipalli@gmail.com)
E-signature hosted by Mindtree Talent Acquisition Team (campus@mindtree.com)
Signature Date: 11/11/2018 - 6:05:38 AM PST - Time Source: server- IP address: 103.98.63.210

Signed document emailed to vinay.ramesh@mindtree.com, Mindtree Talent Acquisition Team (campus@mindtree.com) and R.Surya Prakash (suryaprakashreddipalli@gmail.com)
11/11/2018 - 6:05:38 AM PST

Gmail **Sathyabama Placement <sathyabamaplacement@gmail.com>**

Fw: Mphasis - Letter Of Intent!!

yamini monica <yaminimonica@yahoo.com> Wed, Apr 3, 2019 at 10:03 PM
Reply-To: "yaminimonica@yahoo.com" <yaminimonica@yahoo.com>
To: Sathyabama Placement <sathyabamaplacement@gmail.com>

Yamini Monica S 3513551 ECE 2019 MPHASIS

Sent from Yahoo Mail on Android

----- Forwarded message -----
From: "Mphasis - Campus Hiring" <campushires@mphasis.com>
To: "yaminimonica@yahoo.com" <yaminimonica@yahoo.com>
Cc: "Shraddha Hande" <Shraddha.Hande@mphasis.com>
Sent: Mon, 8 Oct 2018 at 2:26 pm
Subject: Mphasis - Letter Of Intent!!

Ref.No- **MPHTH2013-0372**

Dear Yamini Monica,

College Name : **Sathyabama Institute of Science & Technology, Chennai.**

Greetings from Mphasis!!

Congratulations on clearing the preliminary interview. We would like to offer you a conditional position at Mphasis Ltd. The details of the offer of the conditional position are enumerated below:

- You will be offered the position of **'Trainee Associate Software Engineer'** in **Band 5**, **Level 1** with Mphasis for the first 6 months at a CTC of **INR 1,80,000 per annum.** You are also eligible for a monthly accommodation allowance of INR 6000 for the first six months of your joining only.
- On completion of 6 months, you will move to **Band 5**, **Level 2** with annual CTC of **INR 2,50,000.**
- A training agreement for 24 months from your date of joining needs to be signed with Mphasis. In case of default, an amount of **INR 1,00,000** will be recovered from the employee.

As you are currently in your final year of graduation and are gearing to start working, Mphasis can be the right place for you to build a long fruitful career. We believe we have a historic opportunity of building a world class company. We also believe Mphasis is very unique in several ways, some of which are:

- Equal strengths in APPs, ITO and BPO
- Being a flat, open and communicative organization

- Organization ethos that encourages, promotes and rewards empowerment
- Flawless execution and leadership

Please note that this serves as a good-faith Letter of Intent. It is contingent upon you:

1. Successfully completing your graduation (BE/ B Tech/ MCA) and scoring the aggregate percentage, as set by Mphasis, in the final academic examinations

2. Securing the required percentage in the evaluation at the end of your training program at Mphasis

3. Satisfactory completion of the background verification process that Mphasis will conduct at the time of your joining

Your joining date will be communicated after you clear the above conditions.

We look forward to welcoming you to **The Mphasis Learning Academy**. Should you need any further information, write to **campushires@mphasis.com.**

Important Note: It is made clear that the above is not an offer for employment at Mphasis and is subject to the recipient fulfilling the conditions specified in this letter of intent. Mphasis reserves the right to cancel or recall this letter of intent at any time without assigning any reason.

Mphasis intends to onboard 2019 passing out candidates anytime between June 1, 2019 to April 30, 2020. Below list of documents are mandatory during the onboarding process:

a. PAN card

b. Aadhar card

c. Passport

d. All semester marks sheets and graduation certificate

Thanks and Regards

Mphasis – Campus Team

Information transmitted by this e-mail is proprietary to Mphasis, its associated companies and/ or its customers and is intended for use only by the individual or entity to which it is addressed, and may contain information that is privileged, confidential or exempt from disclosure under applicable law. If you are not the intended recipient or it appears that this mail has been forwarded to you without proper authority, you are notified that any use or dissemination of this information in any manner is strictly prohibited. In such cases, please notify us immediately at mailmaster@mphasis.com and delete this mail from your records.

NEWGEN

Newgen Software Technologies Limited
CIN: L72200DL1992PLC049074
D-162, Okhla Phase-I, New Delhi-110 020, INDIA
Tel: (+91)-11-40773700, 26815467, 26815469, Fax: (+91)-11-26815472,
Email: corpmktg@newgensoft.com URL: https://newgensoft.com

Ref. No: 2423 **February 21, 2019**

Mr. Pavan Kumar Madhamsetty
H.No. 2/8, Krishnapuram,
Lingareddypalli, C.K Dinne,
Cuddapah,
Andhra Pradesh-516003

Sub: - Offer Letter For Internship

Dear Mr. Madhamsetty,

Congratulations! We are pleased to inform you that you are one of the chosen few who have proven their worth in 'NEW...GENESIS' - our Campus Engagement Program.

We have accelerated our ambitions to achieve leadership position as a formidable player in the established and in the emerging verticals across the globe. We stand at the threshold of a new era of business opportunity that will completely alter the course of the destiny of Newgen and Newgenites. You will have the opportunity to be part of the growth engine which will fuel the zeal to deliver world class productized software solutions in the business domains of today and tomorrow.

With this, we extend the opportunity to complete your final semester project internship with us. During the internship period you will be designated as **Software Engineer (T)** and will be paid a stipend of **₹ 7500/- per month**. By the end of the successful completion of your internship, you will be appointed as a Software Engineer in the month of July 2019 and detailed employment letter will be issued to you.

You are required to report for your internship on **February 25, 2019** at **Plot No-13, D 17, SIPCOT IT Park, Siruseri, Navalur, Chennai-603103**.

During this period, you are required to abide by the terms & conditions annexed here to.

We wish you a long and rewarding career with us.

For **Newgen Software Technologies Limited**

(Surender Jeet Raj)
Senior Vice President-HRD

Scanned by CamScanner

NEWGEN

Newgen Software Technologies Limited
CIN: L72200DL1992PLC049074
D-162, Okhla Phase-I, New Delhi-110 020, INDIA
Tel: (+91)-11-40773700, 26815467, 26815469, Fax: (+91)-11-26815472,
Email: corpmktg@newgensoft.com URL: https://newgensoft.com

Ref. No: 2599 **February 21, 2019**

Mr.Bujjireddy Sreenivasula Reddy
Plot.No.105,Adithya Towers,
Balaji Colony,
Tirupathi

Sub: - Offer Letter For Internship

Dear Mr.Bujjireddy Sreenivasula Reddy

Congratulations! We are pleased to inform you that you are one of the chosen few who have proven their worth in 'NEW...GENESIS' - our Campus Engagement Program.

We have accelerated our ambitions to achieve leadership position as a formidable player in the established and in the emerging verticals across the globe. We stand at the threshold of a new era of business opportunity that will completely alter the course of the destiny of Newgen and Newgenites. You will have the opportunity to be part of the growth engine which will fuel the zeal to deliver world class productized software solutions in the business domains of today and tomorrow.

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During this period, you are required to abide by the terms & conditions annexed here to.

We wish you a long and rewarding career with us.

For **Newgen Software Technologies Limited**

Surender Jeet Raj

(Surender Jeet Raj)
Senior Vice President-HRD

Dear Akshaya,

Welcome to the Nielsen family!

On behalf of Nielsen, I am pleased to extend to you our offer of employment. We were impressed with your achievements, credentials, and commitment to success. These are the qualities we seek in our associates who partner with some of the largest organizations in the industry.

Nielsen has built its reputation as one of the world's largest and most prestigious marketing research firms. This reputation is a result of the firm's long standing commitment to technical excellence. Nielsen is the one firm that helps clients solve their most challenging problems, working by their side to help them achieve their missions.

Your tentative start date will be July 15, 2019, which may be subject to change at the company's discretion. You will be based at our Chennai office location.

In order to maintain the highest standards for our new associates, a further condition of this offer is that you must achieve and maintain a minimum cumulative grade point average of 7.0 and successfully clear final examinations. Nielsen requires an official copy of your Marksheet within three months of your join date. If your cumulative GPA or examination fails to meet this standard, Nielsen reserves the right to rescind this offer.

We are most enthusiastic about the prospect of your joining Nielsen. We look forward to your positive decision. We feel you have the potential to have a very successful career and will fit in well with our team.

Designation: Software Engineer, BUY CTO

Location: Chennai

Compensation: 7.5 LPA + 2 Lac Sign on Bonus (1 Lac per year for 2 years)

You are required to share the below mentioned documents on immediate basis (all soft copies):

- Duly filled Application Details_ID Card form (complete the attached document and share a soft copy in word format only. Handwritten and Scanned document will not be accepted)
- Residence proof
- PAN Card
- Aadhar Card
- Highest education degree / certificate copy
- Photograph

Should you have any queries pertaining to the offer, please feel free to connect with us at **nielsenchennairecruitment@nielsen.com**.

We look forward to having you on board!

Scanned by CamScanner

Regards,
Nitu Choubey

Talent Acquisition
Nielsen India

Scanned by CamScanner

Dear Mohit,

Welcome to the Nielsen family!

On behalf of Nielsen, I am pleased to extend to you our offer of employment. We were impressed with your achievements, credentials, and commitment to success. These are the qualities we seek in our associates who partner with some of the largest organizations in the industry.

Nielsen has built its reputation as one of the world's largest and most prestigious marketing research firms. This reputation is a result of the firm's long standing commitment to technical excellence. Nielsen is the one firm that helps clients solve their most challenging problems, working by their side to help them achieve their missions.

Your tentative start date will be July 15, 2019, which may be subject to change at the company's discretion. You will be based at our Chennai office location.

In order to maintain the highest standards for our new associates, a further condition of this offer is that you must achieve and maintain a minimum cumulative grade point average of 7.0 and successfully clear final examinations. Nielsen requires an official copy of your Marksheet within three months of your join date. If your cumulative GPA or examination fails to meet this standard, Nielsen reserves the right to rescind this offer.

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- Residence proof
- PAN Card
- Aadhar Card
- Highest education degree / certificate copy
- Photograph

Should you have any queries pertaining to the offer, please feel free to connect with us at nielsenchennairecruitment@nielsen.com.

We look forward to having you on board!

Scanned by CamScanner

NOKIA

Nokia Networks

Date: 11 Jul 2019

Ref: 19000004SB

Iguduru Pushpa

Chennai GDC

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 Iguduru,

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 **22 Jul 2019.** 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 **Suresh Kumar TN,** 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 in 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.

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1.6 We are also enclosing a personal data form which you need to fill and send back with the signed copy the offer. Upon receiving this letter, please get in touch with us in case you need any clarification and confirm your date of joining. Also, bring with you the documents detailed in Annexure 5, supporting your credentials for this employment with the company.

2 Initial posting and transfer

2.1 Your initial place of posting will be in **Chennai GDC.** However, at the sole discretion of the management of the Company ("Management"), you will be liable to be transferred /deputed from one place to another anywhere in India or abroad and/or from one department to another or from one establishment to another and/or to any other concern including to any of Company's affiliates, associates, group companies and/or entities in which the Company may be having any interest whether existing or which may be set up in future.

3. Probation Period

3.1 You shall be on probation for a period of twelve (12) months from the date of joining the Company. The same may however be extended or the contract of employment may be terminated, if so deemed necessary by the Management.

3.2 On completion of such time, based on performance, you would be considered confirmed. No confirmation letter would be issued stating the same.

4 Emoluments and Taxes

4.1 Your Total Target Cash (TTC) will be **Rs. 450,000.00 /-** per annum. A detail of your remuneration is provided in Annexure 1 & 2 annexed hereto.

4.2 You will also participate in the Nokia Solutions and Networks Performance Driven Incentive Plan as per applicable policy in force from time to time.

4.3 You shall be solely responsible for paying any taxes, direct or indirect, state or local, whether payable in India or elsewhere, which may result from your remuneration. The Company shall be entitled to deduct from your remuneration, income-tax, other taxes and levies which it is liable to deduct at source.

5 Benefits entitlements

5.1 You will be entitled to service benefits as per the rules of the Management as framed from time to time and as applicable to employees. The details of your current benefits and compensation details are annexed to this contract of employment.

5.2 You will be eligible for Medical and life insurance and related benefits as per company rules and regulations as prevalent from time to time.

5.3 You will be eligible to the benefits of Provident Fund & Gratuity as per provisions of the Provident Fund Act and Gratuity Act regulations as prevalent from time to time.

5.4 Your "work week" will be Monday to Friday. Daily working hours will be governed by the location / business specific office timings and applicable law with half an hour meal break during the work day. However, it may be necessary to extend these hours, or require your attendance at different times or week days depending on work demands; the same will be communicated to you by your manager from time to time.

5.5 Company will have twelve (12) days of declared holidays in a calendar year. The complete list of holidays for each calendar year is announced in December of the previous year.

5.6 The leave entitlement will be calculated on the basis of calendar year. Leave entitlement per year including casual and sick leave is as per rules of the Company framed from time to time. Such leaves will be credited to you on pro-rated basis for the calendar year upon joining the Company.

5.7 In the event where the Company has paid for your relocation/joining bonus/notice period of previous employer at the time of joining, all expenses borne on account of relocation/notice period paid to you as per the Company's policy will be recovered in full from you, if you resign from the Company before a period of one year (12 months).

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6 Termination

6.1 During the probation period, either party is free to terminate this employment without assigning any reason therefore by giving notice of such intent for a period of fifteen (15) days. After your confirmation in regular employment of the Company, either party can terminate this employment by giving two (2) month's written notice without assigning any reasons. Ordinarily, the Company requires that you serve the full two (2) months notice prior to leaving the services. The company reserves the right to pay or recover salary in lieu of notice period. Prior to leaving the company, you will ensure that all your ongoing activities are successfully completed and handed over to the satisfaction of your manager / in- charge / superior. Further, based on satisfactory handover, the Management at its sole discretion may relieve you in advance of the full notice period. However, due to exigencies of business and / or successful completion of ongoing activities including its handover, the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

6.2 You shall retire from the services of the Company on the attainment of 60 years of age. Your employment shall stand terminated on the date of your retirement.

6.3 Notwithstanding the above, the Company may terminate this Contract in any of the following events:

6.3.1 You are guilty of serious misconduct including but not limited to moral turpitude;

6.3.2 You neglect your duties;

6.3.3 If you absent yourself without leave or remain absent beyond the period of leave originally granted or subsequently extended, you shall be considered as having voluntarily abandoned your employment without giving any notice unless you return to work within eight (8) days from the commencement of such absence and give an explanation to the satisfaction of the Management regarding such absence including submission of medical certificates as required;

6.3.4 You are in breach of your obligations of confidentiality to the Company; or

6.3.5 You do not comply with instructions or regulations imposed by the Company or any of the terms and conditions of your employment with the Company.

6.3.6 Any other reason as mentioned in the disciplinary policy of the Company in force from time to time.

6.4 Upon termination of your employment, you shall immediately return to the Company, any and all documents, manuals, documented confidential information (without making any copies thereof and/ or extracts there from), kits and other property belonging to the Company that may be entrusted to and/ or placed in your possession by virtue of and/ or during the course of your employment with the Company. You shall also deliver to the Company immediately all notes, analyses, summaries and working papers relating thereto.

6.5 You shall also be required to clear all dues and formalities in respect any Company facility such as leased accommodation, leased car, loan, joining bonus (if leaving within 12 months from date of joining) and other amounts that you may be required to refund as per Company policy prior to leaving the services of the Company. In the event you fail to settle accounts, complete necessary formalities or otherwise clear your dues, the Company reserves the right to initiate appropriate legal action for recovery of dues at your risk and cost.

7 General employment obligations

7.1 During your employment with us, you shall not be engaged, concerned or interested directly or indirectly in any other occupation, business or employment whatsoever (either for remuneration or on a honorary basis), and shall devote your whole time, attention and abilities exclusively to the performance of your duties and shall faithfully serve the Company and use your best endeavor to promote the interest and business thereof.

7.2 You shall be governed by the service rules and regulations of the Company, as amended by the Management, from time to time including the Code of Conduct, the terms of which are hereby incorporated by reference. You shall abide by and carry out operational instructions/procedures as contained in the Company's guidelines and other administrative instructions as may be issued by the Management from time to time.

7.3 You will be responsible for the safe custody of all documents, manuals and kits and other property belonging to the Company that may be entrusted to and/ or placed in your possession by virtue of and/ or during the course of your employment with the Company.

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7.4 You shall ensure successful and timely completion of any job / work assigned to you. You would adhere to the norms of office discipline including working hours, systems and procedures.

7.5 You shall keep the Management informed of your latest postal address at all times and intimate in writing in case of change of address. Any communication sent to you by the Management on your last known address (as intimated by you) shall be deemed to have been duly served notwithstanding the fact that you have changed your address.

7.6 Non-Solicitation: You agree that for a period of three (3) months after termination or expiration of your employment with the Company, regardless of the reason for termination, you shall not directly or indirectly, solicit for employment, or advise or recommend to any other person that you employ or solicit for employment, any person employed at that time by the Company, or by any related corporations in any business thereof in which you have been engaged during your employment.

7.7 Non-Compete: It is the Company's policies to conduct its affairs in strict compliance with the letter and spirit of the law and to adhere to the highest principles of business ethics and encourage all employees to avoid all conflict of interest in any form or manner. Accordingly all employees must avoid activities that are in conflict, or give the appearance of being in conflict, with these principles and with the interests of the Company.

7.7.1 During the employment period and for a period of three (3) months following termination of employment, you will not, directly, or indirectly, work for, own, invest in, direct, or aid any company or person engaged in competition with the Company. A company or person is in competition with the Company if it solicits business, performs services, or delivers goods that are competitive to the Company, its customers, or its prospective customers.

7.7.2 The above clause pertaining to non-competition shall be enforced to the fullest extent permissible under the applicable law.

7.8 Non-Disclosure: You acknowledge that the Company owns an exclusive proprietary interest in certain confidential information and that such confidential information constitutes valuable commercial and industrial secrets of the Company. You acknowledge and agree that the misuse or unauthorized disclosure of any confidential information would constitute an act injurious to Company and that the unauthorized disclosure or use of any confidential information may adversely affect the Company's business, competitive position and goodwill.

7.8.1 Your confidentiality obligations extend to all information of a confidential nature obtained or derived from the Company's customers or prospective customers.

7.8.2 In view of the Company's business relationship with different competing customers, you hereby covenant not to discuss any customer-related information nor share any customer data or techniques with other employees working on projects or accounts of another competing customer. You will take all necessary measures to protect the confidentiality of all information relating to the customer account for which you are responsible or to which your work relates, as well as any and all relevant data in your custody.

7.8.3 You hereby covenant not to mention anything about any competitors of the customer when communicating with the customer. You agree to keep all discussions on matters relating to the specific account within the account team, and that this applies for all communication between all levels of the Company organization.

7.8.4 You also agree not to take or remove from the premises without prior authorization in writing any original or copied material including any document, specification, drawing, diagram, plan, list, magnetic medium or any article relating to the Company's interests, secrets, or products, past, present or future, except where by virtue of the nature of your duties you are acting in the Company's interest and consent for such action would not reasonably have been expected to be withheld.

7.8.5 Under any or all circumstances, you agree not to make any public statements nor press releases about the customer account or project you are assigned to work on or are working on or about any competitors of that customer, without written authorization from the Company.

7.8.6 If, during the term of employment, you breach or violate any of the terms set out in this clause, you agree that this shall be sufficient cause for the Company to terminate this Contract. You acknowledge and agree that the termination of this Contract shall be without prejudice to any other legal remedies that the Company may have against you.

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7.8.7 You agree that upon the termination of your employment with the Company for any reason whatsoever, whether such termination was made voluntarily or involuntarily by you, with or without cause, you will immediately return to the Company any and all property, customer lists, information, forms, formulae, plans, documents or other written or computer material, software or hardware, or copies of the same, belonging to the Company or any related companies of the Company within your possession or made or compiled or delivered to you during your employment, and will not at any time thereafter copy or reproduce the same.

7.8.8 You agree that the covenants and undertakings relating to non-disclosure that you have given herein shall continue regardless of the termination of your employment howsoever caused until such confidential information becomes part of the public domain.

7.9 Use of Company Marks: You agree that you will not retain or use, for your account or any other account, at any time, any trade names, trademarks, service mark, or other proprietary business designation used or owned in connection with the business of the Company, or any of the related corporations of the Company. For clarity, it is hereby declared that ownership and title to all of the aforesaid properties shall at all times be vested in the Company, or its related corporations, as the case may be.

7.10 Employment Invention: You shall disclose to the Company promptly in writing any invention (the word invention is to be understood to mean anything which might be capable of protection, in any country, against copying by a patent, a registered design, copyright, or otherwise) which may occur to you either alone or in conjunction with any other person during your employment with the Company, with the exception of inventions which you know to be not applicable to the field of activity of the organization. The company shall be entitled to get such invention(s) / patent.

7.10.1 You shall inform the Company at the commencement of your employment with the Company of all inventions previously made by you 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.

7.10.2 The Company will be free to adopt any of the employees' inventions to the Company at the commencement of your employment with the Company and conceived during your 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 the letters of patent or design registration in respect of such invention. The Company will notify to the employee if and to what extent the Company will adopt the said rights.

7.10.3 You shall on the request of the Company execute any necessary assignment, application form or other documents necessary for obtaining any protection right, which the Company will choose and you shall assist the Company if called upon to do so to obtain at the Company's cost, such protection right.

7.10.4 You shall treat all information relating to such invention as confidential and disclose it only to his superiors or any such person as your superiors direct. The employee shall not publish, except with the written consent of the Company, any information in relation to any such invention.

7.10.5 You agree that all inventions, designs, improvements, writings, and discoveries made during your employment and pertaining to the business conducted by the Company shall remain the exclusive property of the Company. You shall assist the Company in obtaining patents and copyrights on all such inventions, designs, improvements, writings and discoveries deemed suitable for patent and copyright by the Company, and shall execute all documents and all necessary actions to obtain the patents and copyrights, and vest the Company with full and exclusive title thereto, and protect same against infringement by others.

7.11 Conflict of Interests: By joining the services of the company you confirm that you have disclosed fully to the Company any business interests or circumstance that conflict with the Company's interests. You agree to disclose immediately to the Company any conflict of interest between the Company and you or any immediate relatives that may arise during your employment. You are required to sign our standard conflict of interest disclosure form. You acknowledge that you have read, fully understand and agree to abide by, the terms and conditions of this disclosure shall form part of this present employment agreement.

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8 Governing Law and jurisdiction

This offer of employment 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 courts of Delhi whether they be civil courts, labour courts, industrial tribunals or any other courts or authority of whatsoever nature

In case this offer of employment is acceptable to you, please sign the duplicate copy of this letter and return to us as a token of your acceptance of the terms and conditions of employment offered to you.

for Nokia Solutions and Networks India Private Limited



……

Pramod Chandrasekhar

Human Resources

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the offer of employment on the terms and conditions stated herein above.

Dated: …… ……

Iguduru Pushpa

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Annexure 1

Strictly Personal & Confidential

Compensation Details:

Iguduru Pushpa			
Job Grade – 6			
Compensation Elements		**Per Month**	**Per Annum**
Basic	INR	15,000.00	180,000.00
Provident Fund	INR	1,800.00	21,600.00
Flexible Benefits Plan (details below)	INR	18,914.00	226,971.00
Annual Base Pay	**INR**	**35,714.00**	**428,571.43**
Performance Driven Incentive Plan - Target: 5%	INR		**21,428.57**
Total Target Cash	**INR**		**450,000**
Flexible Benefits Plan (FBP)			**Max. Annual limit**
Leave Travel Assistance	INR		30,000.00
House Rent Allowance	INR		90,000.00
Fuel & Maintenance Reimbursement	INR		0.00
Meal Voucher	INR		26,400.00
Supplementary Allowance (residual amount)	INR		80,571.00
Total Flexible Benefits Plan (FBP)	**INR**		**226,971**

For Nokia Solutions and Networks India Private Limited



……

Pramod Chandrasekhar

Human Resources

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Annexure 2

FLEXIBLE BENEFIT PLAN (FBP) GUIDELINES

The Annual Base Pay consists of the elements as mentioned below i.e. the addition of all these elements adds up to the Annual Base Pay:

1. Basic Salary
2. Flexible Benefit Plan
3. Retirals – Provident Fund

This salary structure enables employees to receive maximum benefit of their salaries by claiming the amounts against bills as a reimbursement under the Flexible Benefit Plan. This is keeping in line with the provisions in the Income Tax rules.

FBP Components

All components mentioned under the FBP, except the HRA / CLA amount can either be received as part of the monthly salary or can be claimed by submitting the relevant bills/proofs in any month after the employee joins. Under the FBP, the employee can avail the following options:

- **Leave Travel Assistance:** This amount can be claimed in any month after the employee joins and supporting bills need to be submitted. Supporting bills are required to make the LTA amount tax exempt.
- **House Rent Allowance (HRA) / Company Leased Accommodation (CLA):** In case an employee is eligible; he can either avail a CLA if he wishes the company to help him find a house or opt for HRA. HRA would be credited as a monthly amount in the salary and is exempt from tax on production of rent receipts. In case of CLA, the rent amount is automatically deducted from the HRA component of FBP. The CLA amount is considered a perquisite and accordingly attracts tax.
- **Company Leased Vehicle:** In case the employee is eligible and applies for the scheme, the employee would be entitled to a tax exemption against fuel bills and car maintenance bills. In case the employee does not wish to opt for a CLV, the amounts allocated to Fuel and car maintenance become a part of the supplementary allowance.
- **Supplementary Allowance:** This is the balance amount left in the FBP total once the above components are accounted for. A negative supplementary allowance implies that the amounts under the above mentioned components are higher than the FBP entitlements and the employee needs to restructure his / her salary so as to make the supplementary allowance = 0. This restructuring is possible after the first payroll runs for an employee.

Other Benefits

- **Insurance Policies:** Group Medical Insurance Plan against hospitalization covering self, spouse and two children. This is a floater policy of Rs. 3 lakhs per family per year.
- **Group Personal Accident Insurance Scheme** for which coverage is five time the Annual Basic Salary subject to a minimum of INR. 20 Lakh.
- **Group Term Life Insurance** for death cases where the coverage is five time the Annual Basic Salary, subject to a minimum of INR. 20 Lakh.

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Annexure 3

CONFLICT OF INTEREST DECLARATION FORM

Nokia Solutions and Networks' ("Company") Code of Conduct and the Global Employment Guideline define the rules and guiding principles for ethical behavior that all Nokia Solutions and Networks employees are expected to follow. One of the principles is related to "Conflict of Interest". It is the policy of Nokia Solutions and Networks to address how conflicts of interest involving employees of the Company should be identified, disclosed and managed. This form is designed to identify and disclose known conflicts of interest in an effort to properly manage them.

A "conflict of interest" exists when:

(a) an individual's personal or familial interests interfere, or appear to interfere, with the individual's independent judgment on behalf of Nokia Solutions and Networks; or

(b) a relationship is not in the best interests of Nokia Solutions and Networks, or has an appearance of not being so.

A conflict of interest can arise when an employee has interests that may impair the individual's ability to carry out responsibilities and duties to the Company objectively. Conflicts of interest may also arise when an employee receives an improper personal benefit as a result of his/her position in the Company, such as self-dealing or taking advantage of a corporate opportunity for personal gain or benefit.

In some cases the external activities of an employee, such as consulting, outside employment, public service, pro bono work, or serving as an officer of an external entity, even without compensation, can result in actual or apparent conflict of interest regarding the employee's commitment of time to his/her employment with Nokia Solutions and Networks.

All Nokia Solutions and Networks employees must, therefore, avoid any activity that leads to actual or apparent conflict of interest and report when a conflict of interest or the appearance of it exists.

Please tick the appropriate box(es) and complete the information requested if any of these sections apply to you:

1. I am an officer, director*, trustee, partner (general or limited), employee, or regularly retained worker/consultant/agent with a company, firm or organization which is a customer, contractor, supplier or competitor of Nokia Solutions and Networks. I am involved in or am in a position of influence over the team/business unit/function in Nokia Solutions and Networks who is conducting business with the company, firm or organization.

If affirmative, please list here or on a separate sheet (to be attached to this Declaration Form):

a) the names of all companies, firms or organizations in which you are an officer, director, trustee, partner (general or limited), employee, or regularly retained worker/consultant/agent; and

b) the nature of the business which Nokia Solutions and Networks is currently conducting with these companies, firms or organizations.

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***** The term, “director”, in this section, refers to a role which has the authority to bind a non-Nokia Solutions and Networks company, firm or organization as a decision-maker or advisor, and does not refer to a statutory and/or executive board member or a committee member of a non-Nokia Solutions and Networks company, firm or organization. Statutory and executive board and committee memberships and the like are governed by the Nokia Solutions and Networks Standard Operating Procedure (SOP) on External Board Memberships for Nokia Solutions and Networks employees. Employees are advised to consult this SOP before they take on any memberships in boards of directors, external committees or other governing bodies, or if they intend to publish their writings about Nokia Solutions and Networks or its business.

2. I have shares in the paid-up capital exceeding 5%* in one or more companies, firms or organizations which currently are customers, contractors, suppliers or competitors of Nokia Solutions and Networks. I am involved in or am in a position of influence over the team/business unit/function in Nokia Solutions and Networks who is conducting business with such companies, firms or organizations.

If affirmative, please list here or on a separate sheet (to be attached to this Declaration Form):

a) the names of these companies, firms or organizations; and

b) the amount of shares you have in each of them.

3. I have direct or indirect financial interest(s) in one or more customers, contractors, suppliers or competitors of Nokia Solutions and Networks and my financial interest(s) does/do not fall within any of the sections in this Conflict of Interest Declaration Form (e.g. provision of loans or other financial support). I am involved in, or, am in a position of influence over, the team/business unit/function in Nokia Solutions and Networks who is conducting business with such customer(s), contractor(s), supplier(s) or competitor(s) of Nokia Solutions and Networks.

If affirmative, please list here or on a separate sheet (to be attached to this Declaration Form):

a) the names of these customers, contractors, suppliers or competitors of Nokia Solutions and Networks;

b) the nature of the business which Nokia Solutions and Networks is currently conducting with them; and

c) the nature of your financial interest in them.

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*Where local laws proscribe lower thresholds (i.e. less than 5%), then local laws will prevail; otherwise the threshold of 5% in this Conflict of Interest Policy prevails.

4. I know or am aware that a member(s) of my immediate family (e.g. spouse, parents, siblings, aunt, uncle or children) or other relative or other close personal connection, is an officer, director, trustee, partner (general or limited), employee or regularly retained worker/consultant/agent with a customer, contractor, supplier or competitor of Nokia Solutions and Networks, and I am involved in, or, am in a position of influence over, the team/business unit/function in Nokia Solutions and Networks who is conducting business with such customer(s), contractor(s), supplier(s) or competitor(s) of Nokia Solutions and Networks.

If affirmative, please list here or on a separate sheet (to be attached to this Declaration Form):

a) the names of these customers, contractors, suppliers or competitors of Nokia Solutions and Networks; and

b) the nature of the business which Nokia Solutions and Networks is currently conducting with them.

5. I know or am aware that one or more member(s) of my immediate family (e.g. spouse, parents, siblings, aunt, uncle or children) or other relative(s) or other close personal connection(s), have direct or indirect substantial* financial interest(s) in one or more customers, contractors, suppliers or competitors of Nokia Solutions and Networks and I am involved in, or, am in a position of influence over, the team/business unit/function in Nokia Solutions and Networks who is conducting business with such customer(s), contractor(s), supplier(s) or competitor(s) of Nokia Solutions and Networks.

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If affirmative, please list here or on a separate sheet (to be attached to this Declaration Form):

a) the name(s) of these customers, contractors, suppliers or competitors of Nokia Solutions and Networks;

b) the nature of the business which Nokia Solutions and Networks is currently conducting with them; and

c) where legally permissible, the nature of your family member's or members' interest(s) in them.

* A "substantial financial interest", in this section, refers to the ownership of shares or stock in, and/or the provision of loans and/or other financial support to, a company, firm or organization which currently is a customer, contractor, supplier or competitor of Nokia Solutions and Networks.

6. I know or am aware that one or more member(s) of my immediate family (e.g. spouse, parents, siblings, aunt, uncle or children) or other relative(s) or other close personal connection(s), are currently employed in office(s) or position(s) in the government (national, federal, local or provincial) or as civil servant(s) in a department that Nokia Solutions and Networks has dealings with (e.g. a regulatory agency for which Nokia Solutions and Networks obtains permits or licenses). I am involved in, or, am in a position of influence over, the team/business unit /function in Nokia Solutions and Networks who has dealings with this government department.

If affirmative, please list here or on a separate sheet (to be attached to this Declaration Form), the name(s) of the regulatory agency(ies) or governmental body(ies).

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My answers to this form are correctly stated to the best of my knowledge and belief. I recognize that I have a continuing responsibility to notify my Line Manager, HR Consultant or Sub regional or Local Legal Counsel of the disclosed or other possible conflict of interest that may arise in my responsibilities to the Company to abstain from any participation in such matter until the Company can determine whether a conflict of interest exists and how such a conflict of interest shall be resolved.

I understand that the information on this Declaration Form is solely for use by the Company and is considered confidential information that will be handled in accordance with the Nokia Solutions and Networks Employment Privacy Policy.

Dated: …….

…….

Iguduru Pushpa

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Annexure 4

MATERNITY BENEFITS

Eligibility for Maternity Benefits: -

- Every woman employee who worked more than 80 days in twelve months preceding the date of her expected delivery.

Definitions:-

- Commissioning mother- Means a biological mother who uses her egg to create an embryo implanted in any other women.
- Adopting mother- Means women adopt the child below the age of three month and leave will be entitled from the date when child is handed over to adopting mother.

Maternity Benefits, subject to the terms of Maternity Benefit Act,1961: -

- Women having less than 2 surviving children will be entitled to leave with wages up to 26 weeks, the maximum period of maternity benefit before the date of her expected delivery is 08 weeks leave with wages.

- Women having 2 or more than 2 surviving children will be entitled to leave with wages upto12 weeks, the maximum period of maternity benefit before the date of her expected delivery is 06 weeks leave with wages.

- A Commissioning mother or Adopting mother will be entitled for the maternity benefits up to 12 weeks leave with wages from the date child handed over to the adopting mother or the commissioning mother as the case may be.

- In case of miscarriage or medical termination of pregnancy, a woman employee is entitled to leave with wages at the rate of maternity benefit for a period of 06 weeks immediately following the day of her miscarriage, or as the case may be, her medical termination of pregnancy.

- In case of tubectomy operation a woman employee is entitled to leave with wages at the rate of maternity benefit for a period of 02 weeks immediately following the day of her tubectomy operation.

- A woman suffering from illness arising out of pregnancy, delivery, premature birth of child, miscarriage, medical termination of pregnancy or tubectomy operation is entitled to leave with wages at the rate of maternity benefit for a maximum period of one month, in addition to the leave of absence allowed to her for maternity or miscarriage / medical termination of pregnancy or tubectomy operation.

- If the nature of work assigned to a woman employee is such that she may work from home, the employer may allow her to do so after availing of the maternity benefit for such period and on such conditions as the employer and the woman may mutually agree.

- Every woman entitled to maternity benefit under the Maternity Benefit Act, 1961 is also entitled to receive from her employer a medical bonus of Rs. 3,500/-, if no prenatal confinement and postnatal care is provided for by the employer free of charge.

- After delivery a woman upon returning to work is entitled in the course of her daily work to 02 breaks of the prescribed duration for nursing the child until the child attains the age of 15 months. Such breaks would be in addition to the intervals of rest allowed to her.

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- If establishment having 50 or more employees than a crèche facility will be provided by the employer either separately or along with common facility w.e.f 01.07.2017, the 4 visits in a day may be allowed to female employee including the period of rest intervals. The Central Govt is expected to issue the necessary direction in this regard.

- The Maternity leaves cannot be the ground to discharge or dismiss the female employee except in case of misconduct defined under the Maternity Benefit Rules.

NOTE:

- A woman employee who is qualified to claim maternity benefit under section 50 of the Employees' State Insurance Act, 1948 shall not be entitled to claim maternity benefit from the Company under the Maternity Benefit Act, 1961.

- The Company shall not knowingly employ a woman during the 06 weeks immediately following the day of her delivery, miscarriage or medical termination of pregnancy.

- It may also be noted that the Maternity Benefit Act prohibits a woman to work in any establishment during the 06 weeks immediately following the day of her delivery, miscarriage or medical termination of pregnancy.]

  For more information, please refer to the policy section of the HR page on the company intranet.

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Annexure 5

CONSENT FOR SHARING PERSONAL INFORMATION / DATA

I, **Iguduru Pushpa ,** hereby grant my consent for sharing of my personal information and/or any personal sensitive data including financial data which also is capable of identifying me ("Personal information") with Nokia Solutions and Networks Pvt. Ltd. including its affiliates ("Nokia Solutions and Networks") for the following purposes:

a. Storage and control of the Personal information for records, compliances (including compliances with company policies), future reference and verification by Nokia Solutions and Networks.

b. Providing the Personal information to any third party appointed by Nokia Solutions and Networks who prior to the disclosure of Personal information are bound to confidentiality agreement in writing with Nokia Solutions and Networks.

c. Employment-related actions including but not limited to processing compensation and benefits and any action required in the context of my employment or in relation thereto by Nokia Solutions and Networks.

d. Sharing or storage with any third party for the purpose of restructuring, reorganisation, mergers, combinations, hive-off by Nokia Solutions and Networks.

e. Sharing or storage with any customer, vendor and business partners of Nokia Solutions and Networks as required in consequence of a valid business agreement entered between Nokia Solutions and Networks or customer, vendor and business partners.

Name: **Iguduru Pushpa**

Date: …… Signature: ……

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Annexure 6

Date: 11 Jul 2019

Ref: 19000004SB

Pre- Employment medical Checkup Authorization

This is to authorize **Iguduru Pushpa** to undergo Pre-Employment Health Check-Up.

Please get the health check-up done for following tests:

- Complete Physical Checkup (Height, weight, Chest Measurement – Inspiration, Expiration, Eyesight, Blood Pressure
- Chest X-Ray
- Urine Test (Albumin, Sugar, Micro)
- Stool Test (Routine)
- Blood Test (Blood Group, Hb, TLC, DC, Sugar, VDRL)

In case the checkup Centre is not listed in the attached Medical Tie Up Sheet,

please send the report to:

Nokia Solutions and Networks India Pvt. Ltd.
Plot No 25, Sector 18,
Udyog Vihar Phase-4,
Aricent Lane, Electronic City,
Gurgaon 122015
Haryana (India)

For any clarifications write to us at hrconnection.imea@nokia.com

Yours sincerely,

For NOKIA SOLUTIONS AND NETWORKS INDIA PRIVATE LIMITED



Pramod Chandrasekhar

Human Resources

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

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NTT DATA Global Delivery Services Private Limited
18 & 18/1, South End Road
Basavanagudi, Bangalore 560 004 India
Tel: +91.80.2665.9482 Fax: +91.80.2653.0912

15 February 2019
UMA CHINTHAPARTHI
Sathyabama Institute of Science & Technology (SIST)

Dear UMA CHINTHAPARTHI,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you Software Development Senior Associate with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as trainee comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.
You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company.

On your start date, please bring the documents as per Annexure A. During the training you will be given a stipend of Rs. 12,000 per month.
Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

a) Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate.
b) Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a Software Development Senior Associate in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs 350,000 during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws.

The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka.

This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

for Mrinmala Sarkar

B B SRINIVASULU
VICE PRESIDENT- TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by 15 Feb 19 to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: C. Uma Date: 15-02-19

(UMA CHINTHAPARTHI)

CONFIDENTIAL

NTT DATA Global Delivery Services Private Limited
18 & 18/1, South End Road
Basavanagudi, Bangalore 560 004 India
Tel: +91.80.2665.9482 Fax: +91.80.2653.0912

15 February 2019
Vishnu Govardhan gandikota
Sathyabama Institute of Science & Technology (SIST)

Dear Vishnu Govardhan gandikota,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you Software Development Senior Associate with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as trainee comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.
You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company.

On your start date, please bring the documents as per Annexure A. During the training you will be given a stipend of Rs. 12,000 per month.
Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

a) Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate.
b) Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a Software Development Senior Associate in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs 350,000 during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws.

The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka.

This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED
for Nirmala Sarkar
B B SRINIVASULU
VICE PRESIDENT- TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by 15 Feb 19 to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: G.Vishnu Govardhan Date: 15-02-2019
(Vishnu Govardhan gandikota)

CONFIDENTIAL

NTT DATA Global Delivery Services Private Limited
18 & 18/1, South End Road
Basavanagudi, Bangalore 560 004 India
Tel: +91.80.2665.9482 Fax: +91.80.2653.0912

15 February 2019
Harishankar K
Sathyabama Institute of Science & Technology (SIST)

Dear Harishankar K,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you Software Development Senior Associate with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as trainee comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.
You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company.

On your start date, please bring the documents as per Annexure A. During the training you will be given a stipend of Rs. 12,000 per month.
Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

a) Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate.
b) Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a Software Development Senior Associate in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs 350,000 during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws.

The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka.

This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

for Urmimala Sarkar

B B SRINIVASULU
VICE PRESIDENT- TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by 15 Feb 19 to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: Harishankar
(Harishankar K)

Date: 15/02/2019

CONFIDENTIAL

NTT DATA Global Delivery Services Private Limited
18 & 18/1, South End Road
Basavanagudi, Bangalore 560 004 India
Tel: +91.80.2665.9482 Fax: +91.80.2653.0912

15 February 2019
Ramachandra Harshavardhan
Sathyabama Institute of Science & Technology (SIST)

Dear Ramachandra Harshavardhan,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you Software Development Senior Associate with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as trainee comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.
You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company.

On your start date, please bring the documents as per Annexure A. During the training you will be given a stipend of Rs. 12,000 per month.
Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

a) Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate.
b) Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a Software Development Senior Associate in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs 350,000 during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws.

The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka.

This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED
for Mrinmala Sarkar
B B SRINIVASULU
VICE PRESIDENT- TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by 15 Feb 19 to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: R. Harsh
(Ramachandra Harshavardhan)

Date: 15/02/19

CONFIDENTIAL

NTT DATA Global Delivery Services Private Limited
18 & 18/1, South End Road
Basavanagudi, Bangalore 560 004 India
Tel: +91.80.2665.9482 Fax: +91.80.2653.0912

15 February 2019
JAHANVI PILLAY
Sathyabama Institute of Science & Technology (SIST)

Dear JAHANVI PILLAY,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you Software Development Senior Associate with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as trainee comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.
You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company.

On your start date, please bring the documents as per Annexure A. During the training you will be given a stipend of Rs. 12,000 per month.
Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

a) Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate.
b) Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a Software Development Senior Associate in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs 350,000 during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws.

The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka.

This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

for Nirmala Sankar

B B SRINIVASULU
VICE PRESIDENT- TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by 15 Feb 19 to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: Jahnvi
(JAHANVI PILLAY)

Date: 15.02.19

CONFIDENTIAL

NTT DATA Global Delivery Services Private Limited
18 & 18/1, South End Road
Basavanagudi, Bangalore 560 004 India
Tel: +91.80.2665.9482 Fax: +91.80.2653.0912

15 February 2019
JALLURI SRI VENKATA SURYA PRUDHVI
Sathyabama Institute of Science & Technology (SIST)

Dear JALLURI SRI VENKATA SURYA PRUDHVI,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you Software Development Senior Associate with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as trainee comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.
You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company.

On your start date, please bring the documents as per Annexure A. During the training you will be given a stipend of Rs. 12,000 per month.
Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

a) Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate.
b) Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a Software Development Senior Associate in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs 350,000 during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws.

The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka.

This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED
for Urmimala Sarkar
B B SRINIVASULU
VICE PRESIDENT- TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by 15 Feb 19 to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: J.S.V.S Prudhvi Date: 15/02/2019.

(JALLURI SRI VENKATA SURYA PRUDHVI)

CONFIDENTIAL

NTT DATA Global Delivery Services Private Limited
18 & 18/1, South End Road
Basavanagudi, Bangalore 560 004 India
Tel: +91.80.2665.9482 Fax: +91.80.2653.0912

15 February 2019
Sai Akhil Kandukuri
Sathyabama Institute of Science & Technology (SIST)

Dear Sai Akhil Kandukuri,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you Software Development Senior Associate with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as trainee comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.
You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company.

On your start date, please bring the documents as per Annexure A. During the training you will be given a stipend of Rs. 12,000 per month.
Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

a) Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate.
b) Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a Software Development Senior Associate in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs 350,000 during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws.

The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof.

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This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

for Nirmala Sarkar
B B SRINIVASULU
VICE PRESIDENT- TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by 15 Feb 19 to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____ Date: 15/02/2019
(Sai Akhil Kandukuri)

CONFIDENTIAL

NTT DATA Global Delivery Services Private Limited
18 & 18/1, South End Road
Basavanagudi, Bangalore 560 004 India
Tel: +91.80.2665.9482 Fax: +91.80.2653.0912

15 February 2019
AFRIDI MOHAMMED
Sathyabama Institute of Science & Technology (SIST)

Dear AFRIDI MOHAMMED,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you Software Development Senior Associate with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as trainee comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.
You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company.

On your start date, please bring the documents as per Annexure A. During the training you will be given a stipend of Rs. 12,000 per month.
Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

a) Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate.
b) Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a Software Development Senior Associate in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs 350,000 during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws.

The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka.

This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED
for Urminala Sarka
B B SRINIVASULU
VICE PRESIDENT- TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by 15 Feb 19 to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: MD. Afridi Date: 15/02/19
(AFRIDI MOHAMMED)

CONFIDENTIAL

DocuSign Envelope ID: EF8976DD-C011-426F-9995-0BC79EFDE4A3

NTT DATA Information Processing Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

Date: May 26,2020

MURUGAN .R
CHENNAI
INDIA

LETTER OF APPOINTMENT

Dear **MURUGAN,**

Congratulations! We have pleasure in making an offer to you for the post of **Services IT Development Program Senior Associate I-Bangalore.** We expect you to join the company on or before **May 29,2020.** You will be a part of the NTT DATA Information Processing Services Private Limited, ("NTT DATA") legal entity.

We believe that our employees form the basis of our success and are therefore our most valued assets. Accordingly, we have always believed in giving them the very best work environment and facilities that allows them to deliver results to their full potential. You can look forward to the same when you join us!

The other terms & conditions of your service are attached in the annexures.

We look forward to a long and mutually satisfying association with you and hope you find the atmosphere challenging and invigorating to realize your potential

Please sign the duplicate copy of this letter and return it to us as a token of your acceptance of the terms and conditions of employment offered to you. You can hand this over to the relevant authority on the day of joining.

Regards,
PRASHANTH N

DocuSign Envelope ID: EF8976DD-C011-426F-9995-0BC79EFDE4A3

Compensation and Benefits			
Name	***MURUGAN .R***		
Designation	***Services IT Development Program Senior Associate I***	**Grade**	***4***
Joining Date	***May 29,2020***	**Location**	***Bangalore***

Group 1	**Per Month (in Rs)**	**Per Annum (in Rs)**
Basic Salary You will be paid a Basic Salary of	***10000***	***120000***
Group 2 (Allowances)		
The Flexible Compensation Plan (FCP) includes: . House Rent Allowance . Leave Travel Allowance . Children Education Allowance . Children Hostel Allowance . Professional Development Allowance . Meal Pass . National Pension Scheme . Special Allowance	***13320***	***159840***
Group 3 (Deferred Benefits / Retirals)		
Provident Fund* (12% of Basic Salary) **Employer's Contribution**	***1200***	***14400***
Gratuity (4.8% of Basic Salary) Contributions shall be made by the Company as per the provisions of the payment of Gratuity Act 1972.	***480***	***5760***
Total Fixed Compensation	***25000***	***300000***

Variable Pay
Additionally, you will be eligible for a discretionary variable incentive pay in accordance with the terms and conditions of the applicable plan assigned to you based on your job and business unit.

* PF contribution: If your basic salary is less than INR 15,000 per month, then for the purpose of PF computation and contribution, the sum total of basic salary and undeclared portion of the Special Allowance will be considered up to the extent of INR 15,000 per month. If your Basic salary is Rs. 15,000 or more, the PF contribution will be calculated on Basic Salary only.

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Medical and Insurance Benefits
Hospitalization Insurance You are covered under the Group Hospitalization Insurance Policy which covers self and eligible dependents for a maximum benefit of **INR 3,50,000**.
Personal Accident Insurance You are covered under the **Personal Accident Insurance** for self as per Company policy.
Group Life Insurance Scheme You are covered under the **Group Life Insurance** for self as per Company policy.
Other Benefits
Discretionary Advance against Salary On confirmation, you will be eligible for discretionary salary advance upto a maximum of six (6) months basic salary for taking care of any medical emergencies for self and family members, as per the Company policy.
House Deposit Advance You are eligible for house deposit / advance upto a maximum of 10 months' rent or 6 months HRA or actual advance payment whichever is lower, as per the Company policy.
Salary Advance On confirmation, you will be eligible for salary advance up to a maximum of one (1) month gross salary for taking care of any personal emergencies for self, as per Company policy.

The above are subject to the policies of the Company, as applicable from time to time.

Yours sincerely,
FOR NTT DATA Information Processing Services Private Limited

DocuSigned by:
AKSHAY BABU
CD80050A6D664E8...

AKSHAY BABU
ASSOCIATE DIRECTOR - TALENT ACQUISITION

I agree and accept employment on the terms and conditions mentioned in the letter. I shall be reporting to work on_____.

Signature:_____
May 27, 2020 | 7:28 AM CDT
Date: _____

NTT DATA Global Delivery Services Private Limited
18 & 18/1, South End Road
Basavanagudi, Bangalore 560 004 India
Tel: +91.80.2665.9482 Fax: +91.80.2653.0912

15 February 2019
Mydam venkataswaroop
Sathyabama Institute of Science & Technology (SIST)

Dear Mydam venkataswaroop,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you Software Development Senior Associate with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as trainee comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.
You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company.

On your start date, please bring the documents as per Annexure A. During the training you will be given a stipend of Rs. 12,000 per month.
Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

a) Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate.
b) Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a Software Development Senior Associate in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs 350,000 during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws.

The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka.

This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

fo Urmimala Sarkar

B B SRINIVASULU
VICE PRESIDENT- TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by 15 Feb 19 to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: M. Venkateswaroop..
(Mydam venkataswaroop)

Date: 15/02/19

CONFIDENTIAL

NTT DATA Global Delivery Services Private Limited
18 & 18/1, South End Road
Basavanagudi, Bangalore 560 004 India
Tel: +91.80.2665.9482 Fax: +91.80.2653.0912

15 February 2019
NETTEM GANESH BABU
Sathyabama Institute of Science & Technology (SIST)

Dear NETTEM GANESH BABU,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you Software Development Senior Associate with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as trainee comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.
You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company.

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This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

for Mrinalini Sarkar

B B SRINIVASULU
VICE PRESIDENT- TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by 15 Feb 19 to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: N. Ganesh Babu
(NETTEM GANESH BABU)

Date: 15-02-'19

DocuSign Envelope ID: EF8976DD-C011-426F-9995-0BC79EFDE4A3

NTT DATA Information Processing Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

Date: May 26,2020

RAFAT BANO
DELHI
INDIA

LETTER OF APPOINTMENT

Dear **RAFAT BANO**,

Congratulations! We have pleasure in making an offer to you for the post of **Services IT Development Program Senior Associate I-Bangalore.** We expect you to join the company on or before **May 29,2020.** You will be a part of the NTT DATA Information Processing Services Private Limited, ("NTT DATA") legal entity.

We believe that our employees form the basis of our success and are therefore our most valued assets. Accordingly, we have always believed in giving them the very best work environment and facilities that allows them to deliver results to their full potential. You can look forward to the same when you join us!

The other terms & conditions of your service are attached in the annexures.

We look forward to a long and mutually satisfying association with you and hope you find the atmosphere challenging and invigorating to realize your potential

Please sign the duplicate copy of this letter and return it to us as a token of your acceptance of the terms and conditions of employment offered to you. You can hand this over to the relevant authority on the day of joining.

Regards,
PRASHANTH N

DocuSign Envelope ID: EF8976DD-C011-426F-9995-0BC79EFDE4A3

Compensation and Benefits			
Name	***RAFAT BANO***		
Designation	***Services IT Development Program Senior Associate I***	**Grade**	***4***
Joining Date	***May 29,2020***	**Location**	***Bangalore***

Group 1	**Per Month (in Rs)**	**Per Annum (in Rs)**
Basic Salary You will be paid a Basic Salary of	***10000***	***120000***
Group 2 (Allowances)		
The Flexible Compensation Plan (FCP) includes: . House Rent Allowance . Leave Travel Allowance . Children Education Allowance . Children Hostel Allowance . Professional Development Allowance . Meal Pass . National Pension Scheme . Special Allowance	***13320***	***159840***
Group 3 (Deferred Benefits / Retirals)		
Provident Fund* (12% of Basic Salary) **Employer's Contribution**	***1200***	***14400***
Gratuity (4.8% of Basic Salary) Contributions shall be made by the Company as per the provisions of the payment of Gratuity Act 1972.	***480***	***5760***
Total Fixed Compensation	***25000***	***300000***

Variable Pay
Additionally, you will be eligible for a discretionary variable incentive pay in accordance with the terms and conditions of the applicable plan assigned to you based on your job and business unit.

* PF contribution: If your basic salary is less than INR 15,000 per month, then for the purpose of PF computation and contribution, the sum total of basic salary and undeclared portion of the Special Allowance will be considered up to the extent of INR 15,000 per month. If your Basic salary is Rs. 15,000 or more, the PF contribution will be calculated on Basic Salary only.

Confidential

DocuSign Envelope ID: EF8976DD-C011-426F-9995-0BC79EFDE4A3

Medical and Insurance Benefits
Hospitalization Insurance You are covered under the Group Hospitalization Insurance Policy which covers self and eligible dependents for a maximum benefit of **INR 3,50,000**.
Personal Accident Insurance You are covered under the **Personal Accident Insurance** for self as per Company policy.
Group Life Insurance Scheme You are covered under the **Group Life Insurance** for self as per Company policy.
Other Benefits
Discretionary Advance against Salary On confirmation, you will be eligible for discretionary salary advance upto a maximum of six (6) months basic salary for taking care of any medical emergencies for self and family members, as per the Company policy.
House Deposit Advance You are eligible for house deposit / advance upto a maximum of 10 months' rent or 6 months HRA or actual advance payment whichever is lower, as per the Company policy.
Salary Advance On confirmation, you will be eligible for salary advance up to a maximum of one (1) month gross salary for taking care of any personal emergencies for self, as per Company policy.

The above are subject to the policies of the Company, as applicable from time to time.

Yours sincerely,
FOR NTT DATA Information Processing Services Private Limited

DocuSigned by:
AKSHAY BABU
CD80050A6D664E8...

AKSHAY BABU
ASSOCIATE DIRECTOR - TALENT ACQUISITION

I agree and accept employment on the terms and conditions mentioned in the letter. I shall be reporting to work on_____.

Signature:_____
May 27, 2020 | 7:28 AM CDT
Date: _____

DocuSign Envelope ID: EF8976DD-C011-426F-9995-0BC79EFDE4A3

NTT DATA Information Processing Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

Date: May 26,2020

SAM SYLVIAN.R
CHENNAI
INDIA

LETTER OF APPOINTMENT

Dear **SAM**,

Congratulations! We have pleasure in making an offer to you for the post of **Services IT Development Program Senior Associate I-Bangalore.** We expect you to join the company on or before **May 29,2020.** You will be a part of the NTT DATA Information Processing Services Private Limited, ("NTT DATA") legal entity.

We believe that our employees form the basis of our success and are therefore our most valued assets. Accordingly, we have always believed in giving them the very best work environment and facilities that allows them to deliver results to their full potential. You can look forward to the same when you join us!

The other terms & conditions of your service are attached in the annexures.

We look forward to a long and mutually satisfying association with you and hope you find the atmosphere challenging and invigorating to realize your potential

Please sign the duplicate copy of this letter and return it to us as a token of your acceptance of the terms and conditions of employment offered to you. You can hand this over to the relevant authority on the day of joining.

Regards,
PRASHANTH N

DocuSign Envelope ID: EF8976DD-C011-426F-9995-0BC79EFDE4A3

Compensation and Benefits			
Name	***SAM SYLVIAN.R***		
Designation	***Services IT Development Program Senior Associate I***	**Grade**	***4***
Joining Date	***May 29,2020***	**Location**	***Bangalore***

Group 1	**Per Month (in Rs)**	**Per Annum (in Rs)**
Basic Salary You will be paid a Basic Salary of	***10000***	***120000***
Group 2 (Allowances)		
The Flexible Compensation Plan (FCP) includes: . House Rent Allowance . Leave Travel Allowance . Children Education Allowance . Children Hostel Allowance . Professional Development Allowance . Meal Pass . National Pension Scheme . Special Allowance	***13320***	***159840***
Group 3 (Deferred Benefits / Retirals)		
Provident Fund* (12% of Basic Salary) **Employer's Contribution**	***1200***	***14400***
Gratuity (4.8% of Basic Salary) Contributions shall be made by the Company as per the provisions of the payment of Gratuity Act 1972.	***480***	***5760***
Total Fixed Compensation	***25000***	***300000***

Variable Pay
Additionally, you will be eligible for a discretionary variable incentive pay in accordance with the terms and conditions of the applicable plan assigned to you based on your job and business unit.

* PF contribution: If your basic salary is less than INR 15,000 per month, then for the purpose of PF computation and contribution, the sum total of basic salary and undeclared portion of the Special Allowance will be considered up to the extent of INR 15,000 per month. If your Basic salary is Rs. 15,000 or more, the PF contribution will be calculated on Basic Salary only.

Confidential

DocuSign Envelope ID: EF8976DD-C011-426F-9995-0BC79EFDE4A3

Medical and Insurance Benefits
Hospitalization Insurance You are covered under the Group Hospitalization Insurance Policy which covers self and eligible dependents for a maximum benefit of **INR 3,50,000**.
Personal Accident Insurance You are covered under the **Personal Accident Insurance** for self as per Company policy.
Group Life Insurance Scheme You are covered under the **Group Life Insurance** for self as per Company policy.
Other Benefits
Discretionary Advance against Salary On confirmation, you will be eligible for discretionary salary advance upto a maximum of six (6) months basic salary for taking care of any medical emergencies for self and family members, as per the Company policy.
House Deposit Advance You are eligible for house deposit / advance upto a maximum of 10 months' rent or 6 months HRA or actual advance payment whichever is lower, as per the Company policy.
Salary Advance On confirmation, you will be eligible for salary advance up to a maximum of one (1) month gross salary for taking care of any personal emergencies for self, as per Company policy.

The above are subject to the policies of the Company, as applicable from time to time.

Yours sincerely,
FOR NTT DATA Information Processing Services Private Limited

DocuSigned by:
AKSHAY BABU
CD80050A6D664E8...

AKSHAY BABU
ASSOCIATE DIRECTOR - TALENT ACQUISITION

I agree and accept employment on the terms and conditions mentioned in the letter. I shall be reporting to work on_____.

Signature:_____

May 27, 2020 | 7:28 AM CDT

Date: _____

DocuSign Envelope ID: EF8976DD-C011-426F-9995-0BC79EFDE4A3

NTT DATA Information Processing Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

Date: May 26,2020

SATHYA PUNITH VARMA .N
CHENNAI
INDIA

LETTER OF APPOINTMENT

Dear **PUNITH VARMA**,

Congratulations! We have pleasure in making an offer to you for the post of **Services IT Development Program Senior Associate I-Bangalore.** We expect you to join the company on or before **May 29,2020.** You will be a part of the NTT DATA Information Processing Services Private Limited, ("NTT DATA") legal entity.

We believe that our employees form the basis of our success and are therefore our most valued assets. Accordingly, we have always believed in giving them the very best work environment and facilities that allows them to deliver results to their full potential. You can look forward to the same when you join us!

The other terms & conditions of your service are attached in the annexures.

We look forward to a long and mutually satisfying association with you and hope you find the atmosphere challenging and invigorating to realize your potential

Please sign the duplicate copy of this letter and return it to us as a token of your acceptance of the terms and conditions of employment offered to you. You can hand this over to the relevant authority on the day of joining.

Regards,
PRASHANTH N

DocuSign Envelope ID: EF8976DD-C011-426F-9995-0BC79EFDE4A3

Compensation and Benefits			
Name	***SATHYA PUNITH VARMA .N***		
Designation	***Services IT Development Program Senior Associate I***	**Grade**	***4***
Joining Date	***May 29,2020***	**Location**	***Bangalore***

Group 1	**Per Month (in Rs)**	**Per Annum (in Rs)**
Basic Salary You will be paid a Basic Salary of	***10000***	***120000***
Group 2 (Allowances)		
The Flexible Compensation Plan (FCP) includes: . House Rent Allowance . Leave Travel Allowance . Children Education Allowance . Children Hostel Allowance . Professional Development Allowance . Meal Pass . National Pension Scheme . Special Allowance	***13320***	***159840***
Group 3 (Deferred Benefits / Retirals)		
Provident Fund* (12% of Basic Salary) **Employer's Contribution**	***1200***	***14400***
Gratuity (4.8% of Basic Salary) Contributions shall be made by the Company as per the provisions of the payment of Gratuity Act 1972.	***480***	***5760***
Total Fixed Compensation	***25000***	***300000***

Variable Pay
Additionally, you will be eligible for a discretionary variable incentive pay in accordance with the terms and conditions of the applicable plan assigned to you based on your job and business unit.

* PF contribution: If your basic salary is less than INR 15,000 per month, then for the purpose of PF computation and contribution, the sum total of basic salary and undeclared portion of the Special Allowance will be considered up to the extent of INR 15,000 per month. If your Basic salary is Rs. 15,000 or more, the PF contribution will be calculated on Basic Salary only.

Confidential

DocuSign Envelope ID: EF8976DD-C011-426F-9995-0BC79EFDE4A3

Medical and Insurance Benefits
Hospitalization Insurance You are covered under the Group Hospitalization Insurance Policy which covers self and eligible dependents for a maximum benefit of **INR 3,50,000**.
Personal Accident Insurance You are covered under the **Personal Accident Insurance** for self as per Company policy.
Group Life Insurance Scheme You are covered under the **Group Life Insurance** for self as per Company policy.
Other Benefits
Discretionary Advance against Salary On confirmation, you will be eligible for discretionary salary advance upto a maximum of six (6) months basic salary for taking care of any medical emergencies for self and family members, as per the Company policy.
House Deposit Advance You are eligible for house deposit / advance upto a maximum of 10 months' rent or 6 months HRA or actual advance payment whichever is lower, as per the Company policy.
Salary Advance On confirmation, you will be eligible for salary advance up to a maximum of one (1) month gross salary for taking care of any personal emergencies for self, as per Company policy.

The above are subject to the policies of the Company, as applicable from time to time.

Yours sincerely,
FOR NTT DATA Information Processing Services Private Limited

DocuSigned by:
AKSHAY BABU
CD80050A6D664E8...

AKSHAY BABU
ASSOCIATE DIRECTOR - TALENT ACQUISITION

I agree and accept employment on the terms and conditions mentioned in the letter. I shall be reporting to work on_____.

Signature:_____
May 27, 2020 | 7:28 AM CDT
Date: _____

NTT DATA Global Delivery Services Private Limited
18 & 18/1, South End Road
Basavanagudi, Bangalore 560 004 India
Tel: +91.80.2665.9482 Fax: +91.80.2653.0912

15 February 2019
Shabana A
Sathyabama University

Dear Shabana A,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you Software Development Senior Associate with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as trainee comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.
You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company.

On your start date, please bring the documents as per Annexure A. During the training you will be given a stipend of Rs. 12,000 per month.
Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

a) Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate.
b) Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a Software Development Senior Associate in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs 350,000 during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws.

The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka.

This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

for Nirmala Sekar

B B SRINIVASULU
VICE PRESIDENT- TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by 15 Feb 19 to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: Shabana - A
(Shabana A)

Date: 15-02-2019

CONFIDENTIAL

DocuSign Envelope ID: EF8976DD-C011-426F-9995-0BC79EFDE4A3

NTT DATA Information Processing Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

Date: May 26,2020

SHIBU .J
CHENNAI
INDIA

LETTER OF APPOINTMENT

Dear **SHIBU**,

Congratulations! We have pleasure in making an offer to you for the post of **Services IT Development Program Senior Associate I-Bangalore.** We expect you to join the company on or before **May 29,2020.** You will be a part of the NTT DATA Information Processing Services Private Limited, ("NTT DATA") legal entity.

We believe that our employees form the basis of our success and are therefore our most valued assets. Accordingly, we have always believed in giving them the very best work environment and facilities that allows them to deliver results to their full potential. You can look forward to the same when you join us!

The other terms & conditions of your service are attached in the annexures.

We look forward to a long and mutually satisfying association with you and hope you find the atmosphere challenging and invigorating to realize your potential

Please sign the duplicate copy of this letter and return it to us as a token of your acceptance of the terms and conditions of employment offered to you. You can hand this over to the relevant authority on the day of joining.

Regards,
PRASHANTH N

DocuSign Envelope ID: EF8976DD-C011-426F-9995-0BC79EFDE4A3

Compensation and Benefits			
Name	***SHIBU .J***		
Designation	***Services IT Development Program Senior Associate I***	**Grade**	***4***
Joining Date	***May 29,2020***	**Location**	***Bangalore***

Group 1	**Per Month (in Rs)**	**Per Annum (in Rs)**
Basic Salary You will be paid a Basic Salary of	***10000***	***120000***
Group 2 (Allowances)		
The Flexible Compensation Plan (FCP) includes: . House Rent Allowance . Leave Travel Allowance . Children Education Allowance . Children Hostel Allowance . Professional Development Allowance . Meal Pass . National Pension Scheme . Special Allowance	***13320***	***159840***
Group 3 (Deferred Benefits / Retirals)		
Provident Fund* (12% of Basic Salary) **Employer's Contribution**	***1200***	***14400***
Gratuity (4.8% of Basic Salary) Contributions shall be made by the Company as per the provisions of the payment of Gratuity Act 1972.	***480***	***5760***
Total Fixed Compensation	***25000***	***300000***

Variable Pay
Additionally, you will be eligible for a discretionary variable incentive pay in accordance with the terms and conditions of the applicable plan assigned to you based on your job and business unit.

* PF contribution: If your basic salary is less than INR 15,000 per month, then for the purpose of PF computation and contribution, the sum total of basic salary and undeclared portion of the Special Allowance will be considered up to the extent of INR 15,000 per month. If your Basic salary is Rs. 15,000 or more, the PF contribution will be calculated on Basic Salary only.

Confidential

DocuSign Envelope ID: EF8976DD-C011-426F-9995-0BC79EFDE4A3

Medical and Insurance Benefits
Hospitalization Insurance You are covered under the Group Hospitalization Insurance Policy which covers self and eligible dependents for a maximum benefit of **INR 3,50,000**.
Personal Accident Insurance You are covered under the **Personal Accident Insurance** for self as per Company policy.
Group Life Insurance Scheme You are covered under the **Group Life Insurance** for self as per Company policy.
Other Benefits
Discretionary Advance against Salary On confirmation, you will be eligible for discretionary salary advance upto a maximum of six (6) months basic salary for taking care of any medical emergencies for self and family members, as per the Company policy.
House Deposit Advance You are eligible for house deposit / advance upto a maximum of 10 months' rent or 6 months HRA or actual advance payment whichever is lower, as per the Company policy.
Salary Advance On confirmation, you will be eligible for salary advance up to a maximum of one (1) month gross salary for taking care of any personal emergencies for self, as per Company policy.

The above are subject to the policies of the Company, as applicable from time to time.

Yours sincerely,
FOR NTT DATA Information Processing Services Private Limited

DocuSigned by:
AKSHAY BABU
CD80050A6D664E8...

AKSHAY BABU
ASSOCIATE DIRECTOR - TALENT ACQUISITION

I agree and accept employment on the terms and conditions mentioned in the letter. I shall be reporting to work on_____.

Signature:_____
May 27, 2020 | 7:28 AM CDT
Date: _____

DocuSign Envelope ID: EF8976DD-C011-426F-9995-0BC79EFDE4A3

NTT DATA Information Processing Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

Date: May 26,2020

SOWMIYA .S
NAMAKKAL
INDIA

LETTER OF APPOINTMENT

Dear **SOWMIYA**,

Congratulations! We have pleasure in making an offer to you for the post of **Services IT Development Program Senior Associate I-Bangalore.** We expect you to join the company on or before **May 29,2020.** You will be a part of the NTT DATA Information Processing Services Private Limited, ("NTT DATA") legal entity.

We believe that our employees form the basis of our success and are therefore our most valued assets. Accordingly, we have always believed in giving them the very best work environment and facilities that allows them to deliver results to their full potential. You can look forward to the same when you join us!

The other terms & conditions of your service are attached in the annexures.

We look forward to a long and mutually satisfying association with you and hope you find the atmosphere challenging and invigorating to realize your potential

Please sign the duplicate copy of this letter and return it to us as a token of your acceptance of the terms and conditions of employment offered to you. You can hand this over to the relevant authority on the day of joining.

Regards,
PRASHANTH N

DocuSign Envelope ID: EF8976DD-C011-426F-9995-0BC79EFDE4A3

Compensation and Benefits			
Name	***SOWMIYA .S***		
Designation	***Services IT Development Program Senior Associate I***	**Grade**	***4***
Joining Date	***May 29,2020***	**Location**	***Bangalore***

Group 1	**Per Month (in Rs)**	**Per Annum (in Rs)**
Basic Salary You will be paid a Basic Salary of	***10000***	***120000***
Group 2 (Allowances)		
The Flexible Compensation Plan (FCP) includes: . House Rent Allowance . Leave Travel Allowance . Children Education Allowance . Children Hostel Allowance . Professional Development Allowance . Meal Pass . National Pension Scheme . Special Allowance	***13320***	***159840***
Group 3 (Deferred Benefits / Retirals)		
Provident Fund* (12% of Basic Salary) **Employer's Contribution**	***1200***	***14400***
Gratuity (4.8% of Basic Salary) Contributions shall be made by the Company as per the provisions of the payment of Gratuity Act 1972.	***480***	***5760***
Total Fixed Compensation	***25000***	***300000***

Variable Pay
Additionally, you will be eligible for a discretionary variable incentive pay in accordance with the terms and conditions of the applicable plan assigned to you based on your job and business unit.

* PF contribution: If your basic salary is less than INR 15,000 per month, then for the purpose of PF computation and contribution, the sum total of basic salary and undeclared portion of the Special Allowance will be considered up to the extent of INR 15,000 per month. If your Basic salary is Rs. 15,000 or more, the PF contribution will be calculated on Basic Salary only.

Confidential

DocuSign Envelope ID: EF8976DD-C011-426F-9995-0BC79EFDE4A3

Medical and Insurance Benefits
Hospitalization Insurance You are covered under the Group Hospitalization Insurance Policy which covers self and eligible dependents for a maximum benefit of **INR 3,50,000**.
Personal Accident Insurance You are covered under the **Personal Accident Insurance** for self as per Company policy.
Group Life Insurance Scheme You are covered under the **Group Life Insurance** for self as per Company policy.
Other Benefits
Discretionary Advance against Salary On confirmation, you will be eligible for discretionary salary advance upto a maximum of six (6) months basic salary for taking care of any medical emergencies for self and family members, as per the Company policy.
House Deposit Advance You are eligible for house deposit / advance upto a maximum of 10 months' rent or 6 months HRA or actual advance payment whichever is lower, as per the Company policy.
Salary Advance On confirmation, you will be eligible for salary advance up to a maximum of one (1) month gross salary for taking care of any personal emergencies for self, as per Company policy.

The above are subject to the policies of the Company, as applicable from time to time.

Yours sincerely,
FOR NTT DATA Information Processing Services Private Limited

DocuSigned by:
AKSHAY BABU
CD80050A6D664E8...

AKSHAY BABU
ASSOCIATE DIRECTOR - TALENT ACQUISITION

I agree and accept employment on the terms and conditions mentioned in the letter. I shall be reporting to work on_____.

Signature:_____
May 27, 2020 | 7:28 AM CDT
Date: _____

NTT DATA Global Delivery Services Private Limited
18 & 18/1, South End Road
Basavanagudi, Bangalore 560 004 India
Tel: +91.80.2665.9482 Fax: +91.80.2653.0912

15 February 2019
Thirupathi rao suragani
Sathyabama Institute of Science & Technology (SIST)

Dear Thirupathi rao suragani,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you Software Development Senior Associate with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as trainee comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.
You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company.

On your start date, please bring the documents as per Annexure A. During the training you will be given a stipend of Rs. 12,000 per month.
Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

a) Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate.
b) Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a Software Development Senior Associate in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs 350,000 during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws.

The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka.

This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

for Nirmala Sarkar

B B SRINIVASULU
VICE PRESIDENT- TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by 15 Feb 19 to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: S. Thirupathi Rao
(Thirupathi rao suragani)

Date: 15/02/2019

CONFIDENTIAL

Gmail **Prakash Biotech <kpprakashmtech@gmail.com>**

Fwd: Letter Of Joining 14 May OMICS International

1 message

Akshaya Boopathy <akshaya.boopathy@gmail.com> Sat, Sep 28, 2019 at 10:41 AM
To: kpprakashmtech@gmail.com

---------- Forwarded message ----------
From: **Nazia Syed** <nazia_syed@omicsgroup.org>
Date: Tuesday, May 7, 2019
Subject: Letter Of Joining 14 May OMICS International
To: akshaya.boopathy@gmail.com
Cc: johnbruce@sathyabama.ac.in

Dear **Akshaya B,**

Greetings from OMICS International!!

With reference to your Application and the subsequent Interview you had with us , we are glad to inform that you are selected to join with the OMICS Family as **On Job Trainee.**

Being an **On Job Trainee** Your Salary will be **16,000/- Stipend**.

Offer Letter will be issued at the time of the Joining!!

Please report with all the required documents at OMICS Group **on 14th May, 2019 at 11 AM.**

1. All Academic Qualification Certificates & Photo Copies.
2. Identity Proof (Passport/Voter/Driving License & Pan) two Photo copies of each.
3. 5 color Passport size photos
4. Residence Proof of Permanent Native Place
5. Updated Resume.
6. Offer Letter Hard Copy
7. PAN Card Mandatory
8. Adhar Card Mandatory
9. 10th Original Certificate Mandatory
10. Previous Company Offer and experience Letter

NOTE: JOINING OF THE CANDIDATE WILL NOT BE ACCEPTED WITHOUT ANY ORIGINAL QUALIFICATION CERTIFICATE SUBMISSION

For any clarifications please feel free to get in touch with us.

We wish you all the best and looking forward to welcome you at OMICS International.

Please confirm your acceptance offer with the above terms through a reply mail, else this offer shall stand automatically withdrawn.

Reporting Venue: Building No 06, **Divyasree NSL Infrascture Pvt. Ltd,** Seventh Floor North Block, Gachibowli Hyderabad 530032

Regards,

Human Resources

OMICS International Pvt. Ltd

Building No 06, **Divyasree NSL Infrascture Pvt. Ltd,**

Seventh Floor North Block, Gachibowli Hyderabad 530032

Phone-040-33432300

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Please consider the environment before printing this email

Gmail **Prakash Biotech <kpprakashmtech@gmail.com>**

Fwd: Letter Of Joining 14 May OMICS International

1 message

BOCHU ALEKHYA <balekhyasindhu@gmail.com> Sat, Sep 28, 2019 at 10:52 AM
To:

---------- Forwarded message ----------
From: **Nazia Syed** <nazia_syed@omicsgroup.org>
Date: Tuesday, May 7, 2019
Subject: Letter Of Joining 14 May OMICS International
To: balekhyasindhu@gmail.com
Cc: johnbruce@sathyabama.ac.in

Dear **Bochu Alekhya,**

Greetings from OMICS International!!

With reference to your Application and the subsequent Interview you had with us , we are glad to inform that you are selected to join with the OMICS Family as **On Job Trainee.**

Being an **On Job Trainee** Your Salary will be **16,000/- Stipend**.

Offer Letter will be issued at the time of the Joining!!

Please report with all the required documents at OMICS Group **on 14th May, 2019 at 11 AM.**

1. All Academic Qualification Certificates & Photo Copies.
2. Identity Proof (Passport/Voter/Driving License & Pan) two Photo copies of each.
3. 5 color Passport size photos
4. Residence Proof of Permanent Native Place
5. Updated Resume.
6. Offer Letter Hard Copy
7. PAN Card Mandator
8. Adhar Card Mandatory
9. 10th Original Certificate Mandatory
10. Previous Company Offer and Experience Letter

NOTE: JOINING OF THE CANDIDATE WILL NOT BE ACCEPTED WITHOUT ANY ORIGINAL QUALIFICATION CERTIFICATE SUBMISSION

For any clarifications please feel free to get in touch with us.

We wish you all the best and looking forward to welcome you at OMICS International.

Please confirm your acceptance offer with the above terms through a reply mail, else this offer shall stand automatically withdrawn.

Reporting Venue: Building No 06, **Divyasree NSL Infrascture Pvt. Ltd,** Seventh Floor North Block, Gachibowli Hyderabad 530032

Regards,

Human Resources

OMICS International Pvt. Ltd

Building No 06, **Divyasree NSL Infrascture Pvt. Ltd,**

Seventh Floor North Block, Gachibowli Hyderabad 530032

Phone-040-33432300

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Please consider the environment before printing this email

Gmail **Prakash Biotech <kpprakashmtech@gmail.com>**

Fwd: Letter Of Joining 14 May OMICS International

1 message

Harini. P <pharini235@gmail.com> Sat, Sep 28, 2019 at 10:42 AM
To:

---------- Forwarded message ----------
From: **Nazia Syed** <nazia_syed@omicsgroup.org>
Date: Tuesday, May 7, 2019
Subject: Letter Of Joining 14 May OMICS International
To: pharini235@gmail.com
Cc: johnbruce@sathyabama.ac.in

Dear **Harini. P,**

Greetings from OMICS International!!

With reference to your Application and the subsequent Interview you had with us , we are glad to inform that you are selected to join with the OMICS Family as **On Job Trainee.**

Being an **On Job Trainee** Your Salary will be **16,000/- Stipend**.

Offer Letter will be issued at the time of the Joining!!

Please report with all the required documents at OMICS Group **on 14th May, 2019 at 11 AM.**

1. All Academic Qualification Certificates & Photo Copies.
2. Identity Proof (Passport/Voter/Driving License & Pan) two Photo copies of each.
3. 5 color Passport size photos
4. Residence Proof of Permanent Native Place
5. Updated Resume.
6. Offer Letter Hard Copy
7. PAN Card Mandator
8. Adhar Card Mandatory
9. 10th Original Certificate Mandatory
10. Previous Company Offer and Experience Letter

NOTE: JOINING OF THE CANDIDATE WILL NOT BE ACCEPTED WITHOUT ANY ORIGINAL QUALIFICATION CERTIFICATE SUBMISSION

For any clarifications please feel free to get in touch with us.

We wish you all the best and looking forward to welcome you at OMICS International.

Please confirm your acceptance offer with the above terms through a reply mail, else this offer shall stand automatically withdrawn.

Reporting Venue: Building No 06, **Divyasree NSL Infrascture Pvt. Ltd,** Seventh Floor North Block, Gachibowli Hyderabad 530032

Regards,

Human Resources

OMICS International Pvt. Ltd

Building No 06, **Divyasree NSL Infrascture Pvt. Ltd,**

Seventh Floor North Block, Gachibowli Hyderabad 530032

Phone-040-33432300

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Gmail **Prakash Biotech <kpprakashmtech@gmail.com>**

Fwd: Letter Of Joining 14 May OMICS International

1 message

Karuturi Geetha <geethaKaruturi29@gmail.com> Sat, Sep 28, 2019 at 10:47 AM
To:

---------- Forwarded message ----------
From: **Nazia Syed** <nazia_syed@omicsgroup.org>
Date: Tuesday, May 7, 2019
Subject: Letter Of Joining 14 May OMICS International
To: geethaKaruturi29@gmail.com
Cc: johnbruce@sathyabama.ac.in

Dear **Karuturi Geetha,**

Greetings from OMICS International!!

With reference to your Application and the subsequent Interview you had with us , we are glad to inform that you are selected to join with the OMICS Family as **On Job Trainee.**

Being an **On Job Trainee** Your Salary will be **16,000/- Stipend**.

Offer Letter will be issued at the time of the Joining!!

Please report with all the required documents at OMICS Group **on 14th May, 2019 at 11 AM.**

1. All Academic Qualification Certificates & Photo Copies.
2. Identity Proof (Passport/Voter/Driving License & Pan) two Photo copies of each.
3. 5 color Passport size photos
4. Residence Proof of Permanent Native Place
5. Updated Resume.
6. Offer Letter Hard Copy
7. PAN Card Mandator
8. Adhar Card Mandatory
9. 10th Original Certificate Mandatory
10. Previous Company Offer and Experience Letter

NOTE: JOINING OF THE CANDIDATE WILL NOT BE ACCEPTED WITHOUT ANY ORIGINAL QUALIFICATION CERTIFICATE SUBMISSION

For any clarifications please feel free to get in touch with us.

We wish you all the best and looking forward to welcome you at OMICS International.

Please confirm your acceptance offer with the above terms through a reply mail, else this offer shall stand automatically withdrawn.

Reporting Venue: Building No 06, **Divyasree NSL Infrascture Pvt. Ltd,** Seventh Floor North Block, Gachibowli Hyderabad 530032

Regards,

Human Resources

OMICS International Pvt. Ltd

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Please consider the environment before printing this email



Congratulations and welcome to Oracle. We are delighted that you have decided to grow your career with us. We are a global market leader in cloud solutions and the world's #1 enterprise database, serving more than 400,000 customers across a wide variety of industries in more than 145 countries around the globe.

Our future success is strongly linked to the quality of talent in our organization; our employees are the best and the brightest in the industry. We provide our global workforce of more than 130,000 employees an environment that fosters a culture of innovation, excellence and continuous learning. Like others before you, you will be able to build your career at Oracle into a lifelong journey of personal growth and success.

Please be sure to watch our Life at Oracle employee video series for firsthand accounts of what it is like to work at Oracle and learn more about Oracle and our product offerings.

To prepare for your employment with Oracle, we've included a New Employee Offer Packet containing the documents you will need to click accept and/or sign and return to Oracle before you begin – along with instructions for doing so. We've also included information that will help you in your first few days on the job. Please contact your hiring manager to ask questions and decide on your start date.

You have chosen an exciting time to join us. Again, congratulations and welcome to Oracle - we look forward to your arrival.

Joyce Westerdahl
Executive Vice President of Human Resources, Oracle

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Integrated Cloud
Applications & Platform Services

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District centre, Saket,
New Delhi – 110 017
Phone: 91-11- 46509000
Fax: 91-11-40574722
CIN: U74899DL1993PTC051764

April 11, 2019

Aarthi Natarajan

Dear Aarthi Natarajan,

We are pleased to offer you employment in the position of **Cloud Analyst** with **Oracle India Private Limited, IDC ("Oracle")** Your base of operation is **Bangalore**, **India**. This offer of employment is made based on India laws.

We offer you a starting compensation at an annual rate of INR **6,00,000.00** payable over twelve (12) months. In addition, you will be eligible to participate in the standard compensation plan relevant to your role and line of business.

You will also be eligible to participate in the consulting bonus plan applicable to your role and your Line of Business and region. The consulting bonus plan depends on a number of factors, including the performance of the company, the line of business, your performance and funding by the line of business.

At your career level, you may be eligible to earn a Consulting Bonus of up to INR **55780** per annum. Calculation of the bonus, and payment thereof, is subject to the discretion of the company. Consulting bonus will be paid out subject to you being on the rolls of the company at the time the bonus is paid out. The company may at any time and in its sole and absolute discretion, amend, suspend, vary, withdraw and modify any of the terms and conditions of the consulting bonus plan.

The break-up of your total gross compensation is given below:

Components	**Amount (INR) p.a.**
A. Basic salary	2,51,012.00
B. Flexible Benefit Plan (FBP) **	3,06,793.00
C. Annual Gross Pay AGP (A+B)	5,57,805.00
D. Company's contribution to PF	30,121.00
E. Company's contribution to Gratuity	12,074.00
Total Gross (C+D+E)	**6,00,000.00**

** - Details of Flexible Benefit Plan is provided in the Annexure "Employment Agreement & Employment Benefits"

The Company may, at any time, review and/or restructure the Compensation Package.

This offer is our formal contract and must be read and accepted in conjunction with the Employment Agreement, Proprietary Agreement and Disclosure of interest. In addition to these terms and conditions stated in the above documents, there are other company policies and procedures which you agree to observe and follow during your employment with Oracle. These company policies and procedures may be varied from time to time.

This offer of employment is contingent upon no adverse information being obtained during reference checking with previous employers, approval of your employment / immigration pass application (if applicable) and upon satisfactory clearance of criminal check prior to commencement of employment. If you fail any of the above checks, validation or approval process, or do not cooperate or provide assistance in undergoing such checks, validation or approval process, this offer will immediately lapse without any claim against, or liability to Oracle.

Oracle India Pvt. Ltd
India Development Center
Oracle Technology Park
3, Bannerghatta Road
Bangalore - 560 029, India
Phone +91 80 4107 6000
Fax +91 80 2552 6124

Registered office address:
F-01/02, First Floor,
Salcon Rasvilas Plot no. D-1,
District centre, Saket,
New Delhi – 110 017
Phone: 91-11- 46509000
Fax: 91-11-40574722
CIN: U74899DL1993PTC051764

This offer is made with the explicit understanding that you will pass the qualifying examination in the first attempt and that you will not have any arrears till the final examination. In the event that you do not satisfy any of the aforesaid conditions, the Company may withdraw its offer of employment and revoke the appointment at any time without compensation. Your on board date will be at your Hiring Manager's discretion, and the Hiring Manager's decision will be final.

By accepting this offer you confirm that there are no contractual or other legal impediments which may prevent you commencing employment with the Company. Upon acceptance by you, this offer shall form the employment agreement between you and the Company.

New employees are inducted **every Monday/ Thursday beginning 9.30am**. You may therefore choose to commence on any Monday or Thursday. On your day of commencement you will be required to sign in all pages including Employment Agreement for our records, a copy of the offer and the Proprietary Information Agreement.

If you have any questions regarding the conditions of your offer, please feel free to contact your manager, **Vijayanand Poosapadi** at **9900654336**.

The letter of offer is valid for one (1) week from the date hereof for conveying your acceptance and conditional on confirmation by you that you will commence employment on the date specified by your Manager Vijayanand Poosapadi (unless agreed otherwise by your Manager).

This offer will automatically lapse if not accepted within one (1) week from the date hereof. We look

forward to having you with us in our team.

Yours Sincerely,

For and on behalf of **Oracle India Private Limited, IDC**



Srihari Beldona
Vice President - Human Resources, India

OFFER LETTER ACCEPTANCE:

I, **Aarthi Natarajan** agree with all the above terms and conditions of employment with Oracle. I shall commence employmentwith effect from_____.

Signature:_____Date: _____



Congratulations and welcome to Oracle. We are delighted that you have decided to grow your career with us. We are a global market leader in cloud solutions and the world's #1 enterprise database, serving more than 400,000 customers across a wide variety of industries in more than 145 countries around the globe.

Our future success is strongly linked to the quality of talent in our organization; our employees are the best and the brightest in the industry. We provide our global workforce of more than 130,000 employees an environment that fosters a culture of innovation, excellence and continuous learning. Like others before you, you will be able to build your career at Oracle into a lifelong journey of personal growth and success.

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You have chosen an exciting time to join us. Again, congratulations and welcome to Oracle - we look forward to your arrival.

Joyce Westerdahl
Executive Vice President of Human Resources, Oracle

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Fax: 91-11-40574722
CIN: U74899DL1993PTC051764

April 11, 2019

Allipurapu Madhusudhan Reddy

Dear **Allipurapu Madhusudhan Reddy**,

We are pleased to offer you employment in the position of **Cloud Analyst** with **Oracle India Private Limited, IDC ("Oracle")** Your base of operation is **Bangalore**, **India**. This offer of employment is made based on India laws.

We offer you a starting compensation at an annual rate of INR **6,00,000.00** payable over twelve (12) months. In addition, you will be eligible to participate in the standard compensation plan relevant to your role and line of business.

You will also be eligible to participate in the consulting bonus plan applicable to your role and your Line of Business and region. The consulting bonus plan depends on a number of factors, including the performance of the company, the line of business, your performance and funding by the line of business.

At your career level, you may be eligible to earn a Consulting Bonus of up to INR **55780** per annum. Calculation of the bonus, and payment thereof, is subject to the discretion of the company. Consulting bonus will be paid out subject to you being on the rolls of the company at the time the bonus is paid out. The company may at any time and in its sole and absolute discretion, amend, suspend, vary, withdraw and modify any of the terms and conditions of the consulting bonus plan.

The break-up of your total gross compensation is given below:

Components	**Amount (INR) p.a.**
A. Basic salary	2,51,012.00
B. Flexible Benefit Plan (FBP) **	3,06,793.00
C. Annual Gross Pay AGP (A+B)	5,57,805.00
D. Company's contribution to PF	30,121.00
E. Company's contribution to Gratuity	12,074.00
Total Gross (C+D+E)	**6,00,000.00**

** - Details of Flexible Benefit Plan is provided in the Annexure "Employment Agreement & Employment Benefits"

The Company may, at any time, review and/or restructure the Compensation Package.

This offer is our formal contract and must be read and accepted in conjunction with the Employment Agreement, Proprietary Agreement and Disclosure of interest. In addition to these terms and conditions stated in the above documents, there are other company policies and procedures which you agree to observe and follow during your employment with Oracle. These company policies and procedures may be varied from time to time.

This offer of employment is contingent upon no adverse information being obtained during reference checking with previous employers, approval of your employment / immigration pass application (if applicable) and upon satisfactory clearance of criminal check prior to commencement of employment. If you fail any of the above checks, validation or approval process, or do not cooperate or provide assistance in undergoing such checks, validation or approval process, this offer will immediately lapse without any claim against, or liability to Oracle.

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Bangalore - 560 029, India
Phone +91 80 4107 6000
Fax +91 80 2552 6124

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District centre, Saket,
New Delhi – 110 017
Phone: 91-11- 46509000
Fax: 91-11-40574722
CIN: U74899DL1993PTC051764

This offer is made with the explicit understanding that you will pass the qualifying examination in the first attempt and that you will not have any arrears till the final examination. In the event that you do not satisfy any of the aforesaid conditions, the Company may withdraw its offer of employment and revoke the appointment at any time without compensation. Your on board date will be at your Hiring Manager's discretion, and the Hiring Manager's decision will be final.

By accepting this offer you confirm that there are no contractual or other legal impediments which may prevent you commencing employment with the Company. Upon acceptance by you, this offer shall form the employment agreement between you and the Company.

New employees are inducted **every Monday/ Thursday beginning 9.30am**. You may therefore choose to commence on any Monday or Thursday. On your day of commencement you will be required to sign in all pages including Employment Agreement for our records, a copy of the offer and the Proprietary Information Agreement.

If you have any questions regarding the conditions of your offer, please feel free to contact your manager, **Vijayanand Poosapadi** at **9900654336**.

The letter of offer is valid for one (1) week from the date hereof for conveying your acceptance and conditional on confirmation by you that you will commence employment on the date specified by your Manager Vijayanand Poosapadi (unless agreed otherwise by your Manager).

This offer will automatically lapse if not accepted within one (1) week from the date hereof. We look

forward to having you with us in our team.

Yours Sincerely,

For and on behalf of **Oracle India Private Limited, IDC**



Srihari Beldona
Vice President - Human Resources, India

OFFER LETTER ACCEPTANCE:

I, **Allipurapu Madhusudhan Reddy** agree with all the above terms and conditions of employment with Oracle. I shall commence employmentwith effect from_.

Signature:_____Date: _____



Congratulations and welcome to Oracle. We are delighted that you have decided to grow your career with us. We are a global market leader in cloud solutions and the world's #1 enterprise database, serving more than 400,000 customers across a wide variety of industries in more than 145 countries around the globe.

Our future success is strongly linked to the quality of talent in our organization; our employees are the best and the brightest in the industry. We provide our global workforce of more than 130,000 employees an environment that fosters a culture of innovation, excellence and continuous learning. Like others before you, you will be able to build your career at Oracle into a lifelong journey of personal growth and success.

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You have chosen an exciting time to join us. Again, congratulations and welcome to Oracle - we look forward to your arrival.

Joyce Westerdahl
Executive Vice President of Human Resources, Oracle

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Fax: 91-11-40574722
CIN: U74899DL1993PTC051764

April 11, 2019

Sindhu K

Dear Sindhu,

We are pleased to offer you employment in the position of **Cloud Analyst** with **Oracle India Private Limited, IDC ("Oracle")** Your base of operation is **Bangalore**, **India**. This offer of employment is made based on India laws.

We offer you a starting compensation at an annual rate of INR **6,00,000.00** payable over twelve (12) months. In addition, you will be eligible to participate in the standard compensation plan relevant to your role and line of business.

You will also be eligible to participate in the consulting bonus plan applicable to your role and your Line of Business and region. The consulting bonus plan depends on a number of factors, including the performance of the company, the line of business, your performance and funding by the line of business.

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The break-up of your total gross compensation is given below:

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Total Gross (C+D+E)	**6,00,000.00**

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CIN: U74899DL1993PTC051764

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If you have any questions regarding the conditions of your offer, please feel free to contact your manager, **Vijayanand Poosapadi** at **9900654336**.

The letter of offer is valid for one (1) week from the date hereof for conveying your acceptance and conditional on confirmation by you that you will commence employment on the date specified by your Manager Vijayanand Poosapadi (unless agreed otherwise by your Manager).

This offer will automatically lapse if not accepted within one (1) week from the date hereof.

We look forward to having you with us in our team.

Yours Sincerely,

For and on behalf of **Oracle India Private Limited, IDC**



Srihari Beldona
Vice President - Human Resources, India

OFFER LETTER ACCEPTANCE:

I, **Sindhu K** agree with all the above terms and conditions of employment with Oracle. I shall commence employment with effect from _____.

Signature: _____ Date: _____

OVERSQUARE
AUTOMOTIVE
Empowering your podium

801,NIBM road,Kondhw
Pune,Maharastra 41104
info@oversquare.i

REF; 301/19/27

27.04.2019

Dear MADHUKAR KUKKAPALLI

Sub: Letter of offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Research Engineer – Trainee.** You will be part of our project in our unit.

Your gross salary including all benefits will be Rs 3 Lakhs per annum as per terms and conditions set out herein. Kindly confirm your acceptance of this offer through a return mail within a time period of 10 days

For OVER SQUARE AUTOMOTIVE TECH

Regards
Prashanth AR
Manager Human Resources
OverSquare Automotive

OVERSQUARE
AUTOMOTIVE
Empowering your podium

801,NIBM road,Kondhwa
Pune,Maharastra 411048
info@oversquare.in

REF; 301/19/28

27.04.2019

Dear KULASEKARAPANDIAN K

Sub: Letter of offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Research Engineer – Trainee.** You will be part of our project in our unit.

Your gross salary including all benefits will be Rs 3 Lakhs per annum as per terms and conditions set out herein. Kindly confirm your acceptance of this offer through a return mail within a time period of 10 days

For OVER SQUARE AUTOMOTIVE TECH

Regards
Prashanth AR
Manager Human Resources
OverSquare Automotive

OVERSQUARE
AUTOMOTIVE
Empowering your podium

801,NIBM road ,Kondhwa
Pune,Maharastra 411048
info@oversquare.in

REF; 301/19/29

27.04.2019

Dear K VAMSIDHAR REDDY

Sub: Letter of offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Research Engineer – Trainee.** You will be part of our project in our unit.

Your gross salary including all benefits will be Rs 3 Lakhs per annum as per terms and conditions set out herein. Kindly confirm your acceptance of this offer through a return mail within a time period of 10 days

For OVER SQUARE AUTOMOTIVE TECH

Regards
Prashanth AR
Manager Human Resources
OverSquare Automotive

OVERSQUARE
AUTOMOTIVE
Empowering your podium

801,NIBM road,Kondhwa
Pune,Maharastra 411048
info@oversquare.in

REF; 301/I9/30

27.04.2019

Dear KURAPATI GURU BHAGAVAN

Sub: Letter of offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Research Engineer – Trainee.** You will be part of our project in our unit.

Your gross salary including all benefits will be Rs 3 Lakhs per annum as per terms and conditions set out herein. Kindly confirm your acceptance of this offer through a return mail within a time period of 10 days

For OVER SQUARE AUTOMOTIVE TECH

Regards
Prashanth AR
Manager Human Resources
OverSquare Automotive

OVERSQUARE
AUTOMOTIVE
Empowering your podium

801,NIBM road ,Kondhwa
Pune,Maharastra 411048
info@oversquare.in

REF; 301/19/31

27.04.2019

Dear PRAVEEN LAKAMSANI

Sub: Letter of offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Research Engineer – Trainee.** You will be part of our project in our unit.

Your gross salary including all benefits will be Rs 3 Lakhs per annum as per terms and conditions set out herein. Kindly confirm your acceptance of this offer through a return mail within a time period of 10 days

For OVER SQUARE AUTOMOTIVE TECH

Regards
Prashanth AR
Manager Human Resources
OverSquare Automotive

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AUTOMOTIVE
Empowering your podium

801,NIBM road,Kondhwa
Pune,Maharastra 411048
info@oversquare.in

REF; 301/19/32

27.04.2019

Dear LAKSHMI NARAYANAN

Sub: Letter of offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Research Engineer – Trainee.** You will be part of our project in our unit.

Your gross salary including all benefits will be Rs 3 Lakhs per annum as per terms and conditions set out herein. Kindly confirm your acceptance of this offer through a return mail within a time period of 10 days

For OVER SQUARE AUTOMOTIVE TECH

Regards
Prashanth AR
Manager Human Resources
OverSquare Automotive

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801,NIBM road ,Kondhwa
Pune,Maharastra 411048
info@oversquare.in

REF; 301/19/34

27.04.2019

Dear SURENDRA NATH MADDU

Sub: Letter of offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Research Engineer – Trainee.** You will be part of our project in our unit.

Your gross salary including all benefits will be Rs 3 Lakhs per annum as per terms and conditions set out herein. Kindly confirm your acceptance of this offer through a return mail within a time period of 10 days

For OVER SQUARE AUTOMOTIVE TECH

Regards
Prashanth AR
Manager Human Resources
OverSquare Automotive

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801,NIBM road,Kondhwa
Pune,Maharastra 411048
info@oversquare.in

REF; 301/19/36

27.04.2019

Dear NIRMALKUMAR M

Sub: Letter of offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Research Engineer – Trainee.** You will be part of our project in our unit.

Your gross salary including all benefits will be Rs 3 Lakhs per annum as per terms and conditions set out herein. Kindly confirm your acceptance of this offer through a return mail within a time period of 10 days

For OVER SQUARE AUTOMOTIVE TECH

Regards
Prashanth AR
Manager Human Resources
OverSquare Automotive

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801,NIBM road ,Kondhwa
Pune,Maharastra 411048
info@oversquare.in

REF; 301/19/42

27.04.2019

Dear SAIRAM KARE

Sub: Letter of offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Research Engineer – Trainee.** You will be part of our project in our unit.

Your gross salary including all benefits will be Rs 3 Lakhs per annum as per terms and conditions set out herein. Kindly confirm your acceptance of this offer through a return mail within a time period of 10 days

For OVER SQUARE AUTOMOTIVE TECH

Regards
Prashanth AR
Manager Human Resources
OverSquare Automotive

OVERSQUARE
AUTOMOTIVE
Empowering your podium

801,NIBM road ,Kondhwa
Pune,Maharastra 411048
info@oversquare.in

REF; 301/19/45

27.04.2019

Dear TEJESH SARIPALLI

Sub: Letter of offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Research Engineer – Trainee.** You will be part of our project in our unit.

Your gross salary including all benefits will be Rs 3 Lakhs per annum as per terms and conditions set out herein. Kindly confirm your acceptance of this offer through a return mail within a time period of 10 days

For OVER SQUARE AUTOMOTIVE TECH

Regards
Prashanth AR
Manager Human Resources
OverSquare Automotive

RENAULT NISSAN TECHNOLOGY &
BUSINESS CENTRE INDIA PRIVATE LIMITED

Ascendas IT Park – Phase II, Mahindra World City SEZ
No. TP2/1, Natham Sub Post Office, Kancheepuram Dist., Tamil Nadu - 603004
CIN: U50401TN2007PTC064840, Tel: 91 44 6748100, Fax: 91 44 67481150

April 29, 2019

Dear **Hariharan S,**

Congratulations and Welcome to Renault Nissan Business and Technology Centre India Private Limited (RNTBCI).

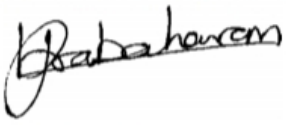
We are one of the best engineering centres in the Renault Nissan Alliance world and we are sure that you would have a very enriching experience working with us. Further to the discussions we had with you while we visited your Campus, we are pleased to inform that you have been selected for the position of **Trainee (Graduate Engineer)** Programme 2019 in our Organization.

Your Annual Gross Salary will be **INR 3,50,000/- (Rupees Three Lakhs Fifty Thousand Only)*** and your date of joining will be **July 31, 2019**.

You will receive the hard copy of the detailed offer letter on the day of Joining. We request you to reply to this mail with an acceptance of the offer. Post this, you will receive a Welcome mail from the HR Team explaining the next steps prior to joining.

Looking forward to you joining the RNTBCI Family.

For **Renault Nissan Technology & Business Centre India Pvt. Ltd.,**



Prabhu Veluswamy
Deputy Vice President – Human Resources

* - Subject to Terms and Conditions of the Company

BOSCH

*** Personal and Confidential ***

Mr.Bharath Kumar Reddy,
H.no-15-108/8
Raghavendra colony
,
Nagar kurnool.

Robert Bosch Engineering
and Business Solutions
Private Limited,
123 Industrial Layout,
Hosur Road, Koramangala,
Bangalore - 560 095, India.
Tel: +91 080 6657 5757
Fax: +91 080 6657 1404
CIN: U72400KA1997PTC023164
www.bosch-india-software.com

Our reference: **RBEI/HRL/2019/1089** Date: 03.04.2019

Dear Bharath Kumar Reddy,

This has reference to your application and the subsequent interview/s you had with us. We are pleased to appoint you as **'Associate Software Engineer'** at RBEI at **'Level 50'** as detailed below.

1. Training Period

You will be on training for a period of 2 months from the date of you joining the organization. The company may periodically evaluate your performance during the training period. If you fail to qualify as per the minimum prescribed performance standards, the company reserves the right to decide on the continuance of your employment.

2. Compensation

- Your annual CTC (Cost to Company) will be **Rs.5,00,000/-** (Rupees Five Lakhs only) per annum. Your CTC will comprise of Basic Salary, Buffet of Benefits (BoB), Variable Pay (CPrP) and Retirals benefits. The salary will be governed by the prevailing employment policies of the company as in force from time to time.
- The Variable Pay (CPrP - Company Performance related Pay) planned for the year 2019 (payable in April-2020)- at factor EAV 1.0 of company performance is 10% of the Annual Earned Salary (Basic Salary + Buffet of Benefits) for associates at your level. However, the actual amount will depend upon the company goal achievements. This amount is paid as per section 31-A of the Bonus Act in lieu of profit sharing bonus.
- Please refer to **Annexure I** to know more details about your compensation package.

Your remuneration is strictly confidential between you and the Company. You are obliged to maintain absolute secrecy of the terms and conditions; failure to do so will invite disciplinary action and may even result in termination of your services.

3. Retiral Benefits

3.1 Company's contribution towards Provident Fund at 12% of the basic salary per month
3.2 You will be eligible for Gratuity as per the Gratuity Act 1972 and the rules made there under.
3.3 You will also be eligible to subscribe under National Pension System (Optional) as per the policy.

Bharath 14/5/19

BOSCH are Trademarks of Robert Bosch GmbH, Germany

BOSCH

4. Extended Benefits

During your employment tenure with us, you will be covered under company provided insurance:
4.1 Hospitalization Insurance - for self and family (for spouse and children up to the age 23 years).
4.2 Personal Accident Insurance - for self only
4.3 Life Insurance - for self only
The aforementioned perquisites are subject to alteration and amendment.

5. Salary Revision and Benefits

Salary shall be reviewed on an annual basis and you shall be notified of the amount of your salary entitlement for the succeeding year,depending on performance during the year.

6. Eligibility

This offer of employment is valid subject to you scoring a minimum of 70% aggregate with no current backlogs in Degree and 70% score consistently from SSLC onwards.

7. Retirement

You will retire from the services of the company on attaining the age of superannuation. The retirement age in Bosch is 60 years.

8. Leave Benefits

You will be entitled to 18 days of Earned Leave, 12 days of General Leave, subject to the terms and condition as per the prevailing leave policy.

9. Integrity

Each employee at Bosch is committed to ensure integrity in all aspects of their functioning. You are expected to comply with the policies as listed in the code of Business Conduct of the company as they form an integral part of the terms of your employment with Bosch. You are required to read and agree to the Rules & Regulations of Service and Conduct as listed in the **Annexure III.**

10. Conditions of Hire

10.1 The assignment offered to you is on a whole time basis. You will not carry on or be concerned with any business of your own or on behalf of anyone else directly or indirectly, nor shall you take up other business or be associated with any other business with or without remuneration during the course of employment with the company. Further, if you have any trade or business interest and have any existing connection or future connection with the Company as suppliers, dealers, agents or contractors thereof, you are obligated to disclose such connection to the Company at the time of joining, if there is a present connection and inform the management of the Company on becoming aware of any proposed transactions through such relations in the future.

10.2 If the Company sends you on training including research and development activities, to another country or a place in India with a view to benefit the Company in pursuance of its business objectives, which will be at an additional cost to the Company, you agree not to accept employment in a company in competition with RBEI and/ or undertake a business that is in competition with RBEI. In the event you leave the Company within **One Year** after such training period, the Company will be entitled to recover the costs from you, incurred by the Company towards such training; you may be required to sign a bond to that effect.

Bhavath 14/5/19

BOSCH

10.3 You have to submit a copy of your current Degree certificate / Provisional certificate and all semester marks sheets / Consolidated mark sheet on your said date of joining.

11. Transferability

Initially you will be posted at our Bangalore/Coimbatore location, however you may be transferred to provide your services to any of our existing/ future establishments, sister concerns of Bosch or at our client location situated within India or abroad depending upon the company's requirements on the same terms and conditions of this letter and any additional terms that may be applicable to you as per Company policies. In case you are deputed abroad, you will be required to fulfil the conditions regarding financial security and minimum service subsequent to such deputation as per the Company's Policy.

12. Information

In accordance with the provisions of the Companies Act 1956, you are required to disclose your relations or business connections, if any, with the Directors of this Company. You are required to furnish these details in your job application form and return to us. You are also required to disclose information regarding any posts held by you including any honorary position.

13. Termination

The notice period for termination of employment on either side will be Three months. When payment in lieu of notice is offered by the management or the employee, the notice pay shall mean only the basic salary and does not include cash equivalent of any allowances, etc.

Payment in lieu of notice shall be subject to acceptance of the same by the Company considering unfinished tasks, projects on hand, work in progress, etc. You shall not be deemed to have been relieved of your services except upon issue of a letter to that effect.

14. Medical Fitness

This offer is provisional, subject to you being declared medically fit by our Medical Officer. On the day of joining you are required to furnish an eye fitness certificate as mentioned in the **Annexure II** appended to this letter.

15. Personal Information

This employment offer is made based on the information given by you in the RBEI application form submitted to us. In case company finds at any time, the information given by you is not correct, untrue or incomplete, the company shall have the right to dismiss you from your employment at any time without notice or salary in lieu of notice period.

16. Background Check and References

Your appointment is contingent upon satisfactory report on the background check conducted by our company's approved agency relating to your education and address.

Bhavath 14/05/19

BOSCH

17. Acceptance and Commencement

Your appointment will be confirmed upon receiving your acceptance to this offer letter. Your functional area, location and date of joining will be informed later.

To confirm your acceptance, you are requested to communicate the acceptance of this offer within 7 days from the date of receiving this letter, to your placement officer.

We welcome you to the organization and look forward for a long and mutually beneficial association.

Please note, you are not eligible for company sponsored accommodation, therefore, you are advised to identify your suitable accommodation facility in advance of your joining.

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

Robert Bosch Engineering and Business Solutions Private Limited

Manikkanddan K E
Senior Manager
(Human Resources)

Bharath Kakaiah
Senior HR Officer
(Human Resources)

I agree and accept the above terms and conditions and confirm that I will join duty on JUNE - 2019

B BHARATH KUMAR
Name

14-5-19
Signature

14-05-19
Date

BOSCH

Annexure I

Personal and Confidential

03.04.2019

Compensation and Benefits Plan

Name:	Mr.Bharath Kumar Reddy
Qualification:	B.Tech/BE
Designation:	Associate Software Engineer
Level:	50

Components	**Per Month**	**Per Annum**
	Rs.	**Rs.**
Cash Components		
Basic Salary	12500	150000
Buffet of Benefits (HRA, Conveyance, Medical, LTA, SAF Contribution, etc)	23469	281625
Total	**35969**	**431625**
Retirals / Statutory Contribution		
Company Contribution towards PF (12% of Basic Salary)	1500	18000
Gratuity (4.81% of Basic Salary)**	601	7215
Total	**2101**	**25215**
Variable Pay		
Company Performance related Pay - CPrP at factor EAV 1.0 company achievement		**43163**
Total Cost to Company	**38070**	**500000**
National Pension System (NPS) Optional - Employer Contribution		**12495**

Manikkanddan K E
Senior Manager
(Human Resources)

Bharath 14/5/19

Bharath Kakaiah
Senior HR Officer
(Human Resources)

* The aforementioned perquisites are subject to alteration and amendment.

** Eligibility for Gratuity is as per Payment of Gratuity Act 1972

BOSCH

*** Personal and Confidential ***

Mr.Dandu Sreesai Raghava,
D.No 7-177, Near Reddy`s Ramalayam,
Old post office street,
Rayavaram,
East Godavari District

Robert Bosch Engineering
and Business Solutions
Private Limited,
123 Industrial Layout,
Hosur Road, Koramangala,
Bangalore - 560 095, India.
Tel: +91 080 6657 5757
Fax: +91 080 6657 1404
CIN: U72400KA1997PTC023164
www.bosch-india-software.com

Our reference: **RBEI/HRL/2019/1091** Date: 03.04.2019

Dear Dandu Sreesai Raghava,

This has reference to your application and the subsequent interview/s you had with us. We are pleased to appoint you as **'Associate Software Engineer'** at RBEI at **'Level 50'** as detailed below.

1. Training Period

You will be on training for a period of 2 months from the date of you joining the organization. The company may periodically evaluate your performance during the training period. If you fail to qualify as per the minimum prescribed performance standards, the company reserves the right to decide on the continuance of your employment.

2. Compensation

- Your annual CTC (Cost to Company) will be **Rs.5,00,000/-** (Rupees Five Lakhs only) per annum. Your CTC will comprise of Basic Salary, Buffet of Benefits (BoB), Variable Pay (CPrP) and Retirals benefits. The salary will be governed by the prevailing employment policies of the company as in force from time to time.
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Your remuneration is strictly confidential between you and the Company. You are obliged to maintain absolute secrecy of the terms and conditions; failure to do so will invite disciplinary action and may even result in termination of your services.

3. Retiral Benefits

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3.2 You will be eligible for Gratuity as per the Gratuity Act 1972 and the rules made there under.
3.3 You will also be eligible to subscribe under National Pension System (Optional) as per the policy.

D. Sreesai Raghava.
(D. SREE SAI RAGHAVA)

Achanath K

BOSCH are Trademarks of Robert Bosch GmbH, Germany

BOSCH

4. Extended Benefits

During your employment tenure with us, you will be covered under company provided insurance:

4.1 Hospitalization Insurance - for self and family (for spouse and children up to the age 23 years).

4.2 Personal Accident Insurance - for self only

4.3 Life Insurance - for self only

The aforementioned perquisites are subject to alteration and amendment.

5. Salary Revision and Benefits

Salary shall be reviewed on an annual basis and you shall be notified of the amount of your salary entitlement for the succeeding year,depending on performance during the year.

6. Eligibility

This offer of employment is valid subject to you scoring a minimum of 70% aggregate with no current backlogs in Degree and 70% score consistently from SSLC onwards.

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10.2 If the Company sends you on training including research and development activities, to another country or a place in India with a view to benefit the Company in pursuance of its business objectives, which will be at an additional cost to the Company, you agree not to accept employment in a company in competition with RBEI and/ or undertake a business that is in competition with RBEI. In the event you leave the Company within **One Year** after such training period, the Company will be entitled to recover the costs from you, incurred by the Company towards such training; you may be required to sign a bond to that effect.

D. Sree Sai Raghava,

(D. SREE SAI RAGHAVA)

BOSCH

10.3 You have to submit a copy of your current Degree certificate / Provisional certificate and all semester marks sheets / Consolidated mark sheet on your said date of joining.

11. Transferability

Initially you will be posted at our Bangalore/Coimbatore location, however you may be transferred to provide your services to any of our existing/ future establishments, sister concerns of Bosch or at our client location situated within India or abroad depending upon the company's requirements on the same terms and conditions of this letter and any additional terms that may be applicable to you as per Company policies. In case you are deputed abroad, you will be required to fulfil the conditions regarding financial security and minimum service subsequent to such deputation as per the Company's Policy.

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In accordance with the provisions of the Companies Act 1956, you are required to disclose your relations or business connections, if any, with the Directors of this Company. You are required to furnish these details in your job application form and return to us. You are also required to disclose information regarding any posts held by you including any honorary position.

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This offer is provisional, subject to you being declared medically fit by our Medical Officer. On the day of joining you are required to furnish an eye fitness certificate as mentioned in the **Annexure II** appended to this letter.

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This employment offer is made based on the information given by you in the RBEI application form submitted to us. In case company finds at any time, the information given by you is not correct, untrue or incomplete, the company shall have the right to dismiss you from your employment at any time without notice or salary in lieu of notice period.

16. Background Check and References

Your appointment is contingent upon satisfactory report on the background check conducted by our company's approved agency relating to your education and address.

D Sreesai Raghava.

(D. SREESAI RAGHAVA)

BOSCH

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To confirm your acceptance, you are requested to communicate the acceptance of this offer within 7 days from the date of receiving this letter, to your placement officer.

We welcome you to the organization and look forward for a long and mutually beneficial association.

Please note, you are not eligible for company sponsored accommodation, therefore, you are advised to identify your suitable accommodation facility in advance of your joining.

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

Robert Bosch Engineering and Business Solutions Private Limited

Manikkanddan K E
Senior Manager
(Human Resources)

Bharath Kakaiah
Senior HR Officer
(Human Resources)

I agree and accept the above terms and conditions and confirm that I will join duty on JUNE 2019

D. SREE SAI RAGHAVA — Name

D. SreeSaiRaghava — Signature

14.05.2019 — Date

BOSCH

Annexure I

Personal and Confidential

03.04.2019

Compensation and Benefits Plan

Name:	Mr.Dandu Sreesai Raghava
Qualification:	B.Tech/BE
Designation:	Associate Software Engineer
Level:	50

Components	**Per Month**	**Per Annum**
	Rs.	**Rs.**
Cash Components		
Basic Salary	12500	150000
Buffet of Benefits (HRA, Conveyance, Medical, LTA, SAF Contribution, etc)	23469	281625
Total	**35969**	**431625**
Retirals / Statutory Contribution		
Company Contribution towards PF (12% of Basic Salary)	1500	18000
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Total	**2101**	**25215**
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Total Cost to Company	**38070**	**500000**
National Pension System (NPS) Optional - Employer Contribution		**12495**

Manikkanddan K E
Senior Manager
(Human Resources)

Bharath Kakaiah
Senior HR Officer
(Human Resources)

* The aforementioned perquisites are subject to alteration and amendment.

** Eligibility for Gratuity is as per Payment of Gratuity Act 1972

D. Sree Sai Raghava.
(D. SREE SAI RAGHAVA)

ROLON SEALS

PLOT NO. 9, ROAD NO. 1
I.D.A. MALLAPUR
HYDERABAD 500 076
TELE FAX : 040 - 27176163
e-mail : info@rolonseals.com

APPOINTMENT LETTER

To
Mr. CHOUTA PRADEEP KUMAR RAJ
Do.no:2-76, Dhoddaka vari street,
Jaggadiguntapalem,
Tenali
MobileNo.: 9618941156

Dt. 16.04.2019

E-mail:chouta.venkateswarlu@gmail.com

Dear Sir,

With reference to your application and the subsequent written test and interview you had with us, we have pleasure in offering you an appointment as **"Graduate Engineer Trainee-Sales & Service"** with effect from 2nd July 2018. Reporting to Factory, Mallapur, Hyderabad.

- Your Appointment is Subject to

  Verification of details provided in you Bio-Data, Such as Tenth, Intermediate, Graduate, Post Graduate, Previous Employment, Driving Licence, Passport, Proof of Residential Address, Parents Names & Address and any other relevant information like, Marriage Certificate, Children's Date of Birth, Emergency Contact No, Blood Group etc.

1. You shall be entitled to a salary of Rs**. 1.80 lacs (Consolidated) per annum**

2. You will be on probation for a period of 1 year.

3. An agreement with the company that you will serve the company for a minimum period of two years. As an assurance, you have to submit your original 10th, 12th & Engineering Degree Certificate. This certificated will be returned to you on completion of two year service.

4. The company follows a holding policy for new trainees under which the company will retain 25% of your salary for the first six months as a security amount. This amount will be held with the company for a period of two years from the date of your taking up employment. In case you decide to resign within the agreement period, you forfeit the security amount and no claim will be entertained in this regard.

5. They will be training & orientation programme at our factory I.D.A., Mallapur, Hyderabad, for one / two months. During the training programme accommodation & food will be provided by the company for out station candidates

6. You will be required to attend various duties as may be assigned to you from time to time.

7. Any of our technical and other important information which might come into your possession during the continuance of your appointment with us shall not be disclosed, divulged or made public by you while you are with us of thereafter.

8. During probation monthly one day leave permitted.

9. The company will have the right to transfer you to any other department or any subsidiary of associated concerns and shall abide by the working hours of the department, subsidiary or associated concern.

10. Your hours of work will be 9.00 am to 6.30 pm Monday to Saturday, with 30 min for lunch. You are also required to work such additional hours as may be necessary for the proper performance of your duties.

11. The Company may or may not revise your remuneration, which will be determined by the Company on the basis of your performance.

12. You shall, during your services with the Company, provide all type of services related to all aspects of Mechanical Seals and any other related products which the Company may or may not be interested in.

13. You shall work for the Company as per following Terms of this Appointment Letter.

a. With due skill, care, expertise; diligently; honestly; regularly and punctually.
b. In accordance with any reasonable directions given by the Company from time to time.
c. In Compliance with all applicable standards, laws, rules and regulations for the time being in the force.

d. You shall not misuse any property belonging to the Company, Associated Company, Parent Company or Subsidiary Company.

Such Property includes:

Internet Services, E-Mails, Stationary Items, Computers, Laptops, Mobile handsets, Letter Heads, Visiting Cards, Telephones, any customer records, other records including design information, calculations, specific market research, notes, notebooks, memoranda, papers, drawings, sketches, diagrams, formulae, designs, books, letters. list, including those of or pertaining to raw materials, finished products, goods - in process, names of suppliers, names of purchasers or dealers as also price lists of the Company's or Associated Company's or Subsidiary Company's products or of things in which Company may be dealing in 9r may be contemplating to deal in and all other Papers and Documents.

14. It is clearly understood and agreed that if any statement made by you *in* your application is found to be false or erroneous and or any omission which tends to mislead the Company, it will be sufficient cause for termination of your services with the Company at any time during your employment.

15. Although your normal work will consist of duties assigned to you in the capacity of **" GET"** you may, at any time, be called upon to discharge any other duties, which in the opinion of the Company are within your capacity to discharge, and you will forthwith undertake to discharge such duties with diligence and care.

16. The Company has the right to transfer you to any other department or any subsidiary or sister concerns / companies of the Group You shall abide by the working hours and other rules and regulations of the Departments, Subsidiaries or Associates Concerns/Companies without any extra remuneration.

17. During the continuance of your employment and thereafter for a period of five years you will not divulge to any person, firm or company whatsoever any secret or confidential information that you may acquire during your employment, such as concerning process of manufacturing, business practices or affairs of the Company or any of its associates or branches or their customers and suppliers, nor you will use such information by yourself or indirectly in any manner whatsoever which could directly or indirectly cause any loss or damage to the Company.

18. In the event of the Company making any discovery or invention relating to the Manufacture, Design, Development, Secret Process or Improvement in Process of any product that may have been undertaken to be manufactured by the Company or be experimented on, the same shall be the property of the Company or one of i ts associated companies, subsidiaries. This includes any design right/ copyright/trade mark and/or right to apply for a patent.

19. You shall hereby expressly agree and undertake that you shall not take up Employment with direct / indirect competitor of the Company at any time during the period of your employment and for a period of five years after the termination of the employment for any reasons whatsoever neither undertake nor carry on either alone or in a partnership or in collaboration, nor to be employed directly or indirectly in any capacity whatsoever in the Union of India in the manufacture of the same kind and nature as to business and manufacturing carried on by the Company or any of its associate companies or firms or concerns to which your services may be transferred or in the manufacture of any product, articles or things for which the company or such other company or firm or concern may have experimented in and /or have prepared design for the manufacture of such products or have made preparations of/for the manufacture of such products irrespective of whether such products are actually been manufactured or not and during the said period shall not fend your assistance for such manufacture etc., in any form or manner whatsoever whether as consultant or advisor or actual manufacturer or as employee or in any other capacity or, manner whatsoever.

20. In the event of you committing breach of any of the terms and conditions of this appointment, you shall be liable to pay the damages to the Company for breach of this relation to your existing Designation in the Company. The Company shall have the right to adjust and recover the said damages from your dues and further take legal action against you and your employer.

21. TERMS FOR REGULAR EMPLOYMENT**:**

a. Employment with the company can be terminated by either side by giving one month notice in case of employees whose services are confirmed by the company.

b. In case of dismissal of an employee on account of misconduct, no notice is required to be given to the employee before termination.

c. When notice for termination of employment is given to the company by an employee, the period of notice can be waived by the Company.

d. When an employee leaves the services of the company without giving required notice or at short notice, the company shall have right to recover / adjust proportionate gross salary from his / her dues.

22. Upon termination of your employment, you shall return to the Company all the properties in your possession. Such property includes Stationary Items, Computer*, Laptops, Mobile Handsets, Letter Heads, Visiting Cards, Telephones, any customer records, other records including design information, calculations, specific market research, notes, notebooks, memoranda, papers, drawings, sketches, diagrams, formulae, designs, books, letters, list, including those of or pertaining to raw materials, finished products, goods- in process, names of suppliers, names of purchasers or dealers as also price lists of the Company's or Associated Company's or Subsidiary Company's products or of things in which Company may be dealing in or may be contemplating to deal in and all other Papers and Documents.

23. On ceasing to be in the employment of the Company, for any reason whatsoever, you shall vacate forthwith the accommodation, if allotted to you by the Company or leased by the Company for you.

24. You are required to communicate to the Company your latest mailing address from time to time, failing which the last known address on the Company's records will be taken as the current/present address for all the communications to you.

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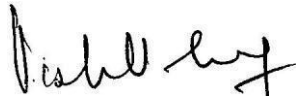
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Please sign on all pages and return the duplicate copy of the letter as a token of your acceptance.

Thanking you,

Yours faithfully,

For **ROLON SEALS**



C.Vishnu Vardhan

Managing Director

I have carefully read the terms and conditions of my employment and have understood the same and accept them in entirety.

Date: **Name:** **Signature:**

ROLON SEALS

PLOT NO. 9, ROAD NO. 1
I.D.A. MALLAPUR
HYDERABAD 500 076
TELE FAX : 040 - 27176163
e-mail : info@rolonseals.com

APPOINTMENT LETTER

To
Mr. DEVINENI VENKATA SAI VIVEK
House No-19/35,Bandimetta,
Kurnool,
Andhra Pradesh, 518001
MobileNo.: 9390512346

Dt. 16.04.2019

E-mail: vivekdevinei95@gmail.com

Dear Sir,

With reference to your application and the subsequent written test and interview you had with us, we have pleasure in offering you an appointment as **"Graduate Engineer Trainee-Sales & Service"** with effect from 2nd July 2018. Reporting to Factory, Mallapur, Hyderabad.

- Your Appointment is Subject to

  Verification of details provided in you Bio-Data, Such as Tenth, Intermediate, Graduate, Post Graduate, Previous Employment, Driving Licence, Passport, Proof of Residential Address, Parents Names & Address and any other relevant information like, Marriage Certificate, Children's Date of Birth, Emergency Contact No, Blood Group etc.

1. You shall be entitled to a salary of Rs**. 1.80 lacs (Consolidated) per annum**

2. You will be on probation for a period of 1 year.

3. An agreement with the company that you will serve the company for a minimum period of two years. As an assurance, you have to submit your original 10th, 12th & Engineering Degree Certificate. This certificated will be returned to you on completion of two year service.

4. The company follows a holding policy for new trainees under which the company will retain 25% of your salary for the first six months as a security amount. This amount will be held with the company for a period of two years from the date of your taking up employment. In case you decide to resign within the agreement period, you forfeit the security amount and no claim will be entertained in this regard.

5. They will be training & orientation programme at our factory I.D.A., Mallapur, Hyderabad, for one / two months. During the training programme accommodation & food will be provided by the company for out station candidates

6. You will be required to attend various duties as may be assigned to you from time to time.

7. Any of our technical and other important information which might come into your possession during the continuance of your appointment with us shall not be disclosed, divulged or made public by you while you are with us of thereafter.

8. During probation monthly one day leave permitted.

9. The company will have the right to transfer you to any other department or any subsidiary of associated concerns and shall abide by the working hours of the department, subsidiary or associated concern.

10. Your hours of work will be 9.00 am to 6.30 pm Monday to Saturday, with 30 min for lunch. You are also required to work such additional hours as may be necessary for the proper performance of your duties.

11. The Company may or may not revise your remuneration, which will be determined by the Company on the basis of your performance.

12. You shall, during your services with the Company, provide all type of services related to all aspects of Mechanical Seals and any other related products which the Company may or may not be interested in.

13. You shall work for the Company as per following Terms of this Appointment Letter.

a. With due skill, care, expertise; diligently; honestly; regularly and punctually.
b. In accordance with any reasonable directions given by the Company from time to time.
c. In Compliance with all applicable standards, laws, rules and regulations for the time being in the force.

d. You shall not misuse any property belonging to the Company, Associated Company, Parent Company or Subsidiary Company.

Such Property includes:

Internet Services, E-Mails, Stationary Items, Computers, Laptops, Mobile handsets, Letter Heads, Visiting Cards, Telephones, any customer records, other records including design information, calculations, specific market research, notes, notebooks, memoranda, papers, drawings, sketches, diagrams, formulae, designs, books, letters. list, including those of or pertaining to raw materials, finished products, goods - in process, names of suppliers, names of purchasers or dealers as also price lists of the Company's or Associated Company's or Subsidiary Company's products or of things in which Company may be dealing in 9r may be contemplating to deal in and all other Papers and Documents.

14. It is clearly understood and agreed that if any statement made by you *in* your application is found to be false or erroneous and or any omission which tends to mislead the Company, it will be sufficient cause for termination of your services with the Company at any time during your employment.

15. Although your normal work will consist of duties assigned to you in the capacity of **" GET"** you may, at any time, be called upon to discharge any other duties, which in the opinion of the Company are within your capacity to discharge, and you will forthwith undertake to discharge such duties with diligence and care.

16. The Company has the right to transfer you to any other department or any subsidiary or sister concerns / companies of the Group You shall abide by the working hours and other rules and regulations of the Departments, Subsidiaries or Associates Concerns/Companies without any extra remuneration.

17. During the continuance of your employment and thereafter for a period of five years you will not divulge to any person, firm or company whatsoever any secret or confidential information that you may acquire during your employment, such as concerning process of manufacturing, business practices or affairs of the Company or any of its associates or branches or their customers and suppliers, nor you will use such information by yourself or indirectly in any manner whatsoever which could directly or indirectly cause any loss or damage to the Company.

18. In the event of the Company making any discovery or invention relating to the Manufacture, Design, Development, Secret Process or Improvement in Process of any product that may have been undertaken to be manufactured by the Company or be experimented on, the same shall be the property of the Company or one of i ts associated companies, subsidiaries. This includes any design right/ copyright/trade mark and/or right to apply for a patent.

19. You shall hereby expressly agree and undertake that you shall not take up Employment with direct / indirect competitor of the Company at any time during the period of your employment and for a period of five years after the termination of the employment for any reasons whatsoever neither undertake nor carry on either alone or in a partnership or in collaboration, nor to be employed directly or indirectly in any capacity whatsoever in the Union of India in the manufacture of the same kind and nature as to business and manufacturing carried on by the Company or any of its associate companies or firms or concerns to which your services may be transferred or in the manufacture of any product, articles or things for which the company or such other company or firm or concern may have experimented in and /or have prepared design for the manufacture of such products or have made preparations of/for the manufacture of such products irrespective of whether such products are actually been manufactured or not and during the said period shall not fend your assistance for such manufacture etc., in any form or manner whatsoever whether as consultant or advisor or actual manufacturer or as employee or in any other capacity or, manner whatsoever.

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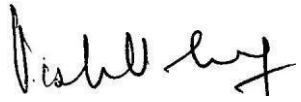
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APPOINTMENT LETTER

To
Mr. HARISHWAR KUMAR SHARMA
B 8 , Bala Ganesh Appartments,
No.2 Station Road,
West Maabalaam,
MobileNo.: 9935182593

Dt. 16.04.2019

E-mail: harishwarsharma197@gmail.com

Dear Sir,

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- Your Appointment is Subject to

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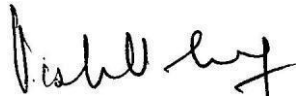
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ROLON SEALS

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I.D.A. MALLAPUR
HYDERABAD 500 076
TELE FAX : 040 - 27176163
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APPOINTMENT LETTER

To
Mr. NANDHA KUMAR.S
21/35,R. P. Road,
Dignabad ,Port Blair ,
Andaman and Nicobar island
MobileNo.: 9840587144

Dt. 16.04.2019

E-mail: csn.45.nk@gmail.com

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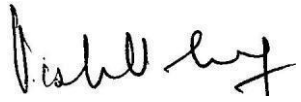
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C.Vishnu Vardhan

Managing Director

I have carefully read the terms and conditions of my employment and have understood the same and accept them in entirety.

Date: **Name:** **Signature:**

ROLON SEALS

PLOT NO. 9, ROAD NO. 1
I.D.A. MALLAPUR
HYDERABAD 500 076
TELE FAX : 040 - 27176163
e-mail : info@rolonseals.com

APPOINTMENT LETTER

To
Mr. PRAPANJAN.D
10,MUDALIYAR KUPPAM,
KOONIMEDU pt,
TINDIVANAM tk.
MobileNo.: 7871552606

Dt. 16.04.2019

E-mail: prabaroman1097@gmail.com

Dear Sir,

With reference to your application and the subsequent written test and interview you had with us, we have pleasure in offering you an appointment as **"Graduate Engineer Trainee-Sales & Service"** with effect from 2nd July 2018. Reporting to Factory, Mallapur, Hyderabad.

- Your Appointment is Subject to

  Verification of details provided in you Bio-Data, Such as Tenth, Intermediate, Graduate, Post Graduate, Previous Employment, Driving Licence, Passport, Proof of Residential Address, Parents Names & Address and any other relevant information like, Marriage Certificate, Children's Date of Birth, Emergency Contact No, Blood Group etc.

1. You shall be entitled to a salary of Rs**. 1.80 lacs (Consolidated) per annum**

2. You will be on probation for a period of 1 year.

3. An agreement with the company that you will serve the company for a minimum period of two years. As an assurance, you have to submit your original 10th, 12th & Engineering Degree Certificate. This certificated will be returned to you on completion of two year service.

4. The company follows a holding policy for new trainees under which the company will retain 25% of your salary for the first six months as a security amount. This amount will be held with the company for a period of two years from the date of your taking up employment. In case you decide to resign within the agreement period, you forfeit the security amount and no claim will be entertained in this regard.

5. They will be training & orientation programme at our factory I.D.A., Mallapur, Hyderabad, for one / two months. During the training programme accommodation & food will be provided by the company for out station candidates

6. You will be required to attend various duties as may be assigned to you from time to time.

7. Any of our technical and other important information which might come into your possession during the continuance of your appointment with us shall not be disclosed, divulged or made public by you while you are with us of thereafter.

8. During probation monthly one day leave permitted.

9. The company will have the right to transfer you to any other department or any subsidiary of associated concerns and shall abide by the working hours of the department, subsidiary or associated concern.

10. Your hours of work will be 9.00 am to 6.30 pm Monday to Saturday, with 30 min for lunch. You are also required to work such additional hours as may be necessary for the proper performance of your duties.

11. The Company may or may not revise your remuneration, which will be determined by the Company on the basis of your performance.

12. You shall, during your services with the Company, provide all type of services related to all aspects of Mechanical Seals and any other related products which the Company may or may not be interested in.

13. You shall work for the Company as per following Terms of this Appointment Letter.

a. With due skill, care, expertise; diligently; honestly; regularly and punctually.
b. In accordance with any reasonable directions given by the Company from time to time.
c. In Compliance with all applicable standards, laws, rules and regulations for the time being in the force.

d. You shall not misuse any property belonging to the Company, Associated Company, Parent Company or Subsidiary Company.

Such Property includes:

Internet Services, E-Mails, Stationary Items, Computers, Laptops, Mobile handsets, Letter Heads, Visiting Cards, Telephones, any customer records, other records including design information, calculations, specific market research, notes, notebooks, memoranda, papers, drawings, sketches, diagrams, formulae, designs, books, letters. list, including those of or pertaining to raw materials, finished products, goods - in process, names of suppliers, names of purchasers or dealers as also price lists of the Company's or Associated Company's or Subsidiary Company's products or of things in which Company may be dealing in 9r may be contemplating to deal in and all other Papers and Documents.

14. It is clearly understood and agreed that if any statement made by you *in* your application is found to be false or erroneous and or any omission which tends to mislead the Company, it will be sufficient cause for termination of your services with the Company at any time during your employment.

15. Although your normal work will consist of duties assigned to you in the capacity of **" GET"** you may, at any time, be called upon to discharge any other duties, which in the opinion of the Company are within your capacity to discharge, and you will forthwith undertake to discharge such duties with diligence and care.

16. The Company has the right to transfer you to any other department or any subsidiary or sister concerns / companies of the Group You shall abide by the working hours and other rules and regulations of the Departments, Subsidiaries or Associates Concerns/Companies without any extra remuneration.

17. During the continuance of your employment and thereafter for a period of five years you will not divulge to any person, firm or company whatsoever any secret or confidential information that you may acquire during your employment, such as concerning process of manufacturing, business practices or affairs of the Company or any of its associates or branches or their customers and suppliers, nor you will use such information by yourself or indirectly in any manner whatsoever which could directly or indirectly cause any loss or damage to the Company.

18. In the event of the Company making any discovery or invention relating to the Manufacture, Design, Development, Secret Process or Improvement in Process of any product that may have been undertaken to be manufactured by the Company or be experimented on, the same shall be the property of the Company or one of i ts associated companies, subsidiaries. This includes any design right/ copyright/trade mark and/or right to apply for a patent.

19. You shall hereby expressly agree and undertake that you shall not take up Employment with direct / indirect competitor of the Company at any time during the period of your employment and for a period of five years after the termination of the employment for any reasons whatsoever neither undertake nor carry on either alone or in a partnership or in collaboration, nor to be employed directly or indirectly in any capacity whatsoever in the Union of India in the manufacture of the same kind and nature as to business and manufacturing carried on by the Company or any of its associate companies or firms or concerns to which your services may be transferred or in the manufacture of any product, articles or things for which the company or such other company or firm or concern may have experimented in and /or have prepared design for the manufacture of such products or have made preparations of/for the manufacture of such products irrespective of whether such products are actually been manufactured or not and during the said period shall not fend your assistance for such manufacture etc., in any form or manner whatsoever whether as consultant or advisor or actual manufacturer or as employee or in any other capacity or, manner whatsoever.

20. In the event of you committing breach of any of the terms and conditions of this appointment, you shall be liable to pay the damages to the Company for breach of this relation to your existing Designation in the Company. The Company shall have the right to adjust and recover the said damages from your dues and further take legal action against you and your employer.

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22. Upon termination of your employment, you shall return to the Company all the properties in your possession. Such property includes Stationary Items, Computer*, Laptops, Mobile Handsets, Letter Heads, Visiting Cards, Telephones, any customer records, other records including design information, calculations, specific market research, notes, notebooks, memoranda, papers, drawings, sketches, diagrams, formulae, designs, books, letters, list, including those of or pertaining to raw materials, finished products, goods- in process, names of suppliers, names of purchasers or dealers as also price lists of the Company's or Associated Company's or Subsidiary Company's products or of things in which Company may be dealing in or may be contemplating to deal in and all other Papers and Documents.

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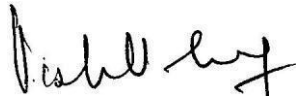
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Please sign on all pages and return the duplicate copy of the letter as a token of your acceptance.

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To
Mr. PUVVALA SURYA TEJA
6, VADDIREDDY GUDEM,
GURRAMPODE MANDAL,
GURRAMPODE,
NALGONDA,
TELANGANA.
MobileNo.: 9491164175

Dt. 16.04.2019

E-mail: puvvalasurya@gmail.com

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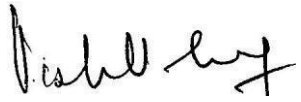
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APPOINTMENT LETTER

To
Mr. SHAIK NAVEED.A
H_No:6-3;Service Home Street;
Kannapuram(Village);
Koyyalagudem(Mandal)
MobileNo.: 9940525333

Dt. 16.04.2019

E-mail: shaik.naveed12@gmail.com

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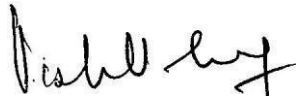
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