5.2.1. Average percentage of placement of outgoing students during the last five years



5th GEN ACADEMY
(NEET/IIT - JEE / CA / FOUNDATION)

Mobile : 95975 15902, 75581 91075 Email: 5thgenneetacademy@gmail.com

13/08/2021

Mr. M.Manikandan
2/22 Jeeva street,
Ponmalaipatti,
Tiruchirappalli 620 004,
Tamil Nadu

Subject: Appointment for the post of NEET Trainer

Dear Mr. M. Manikandan,

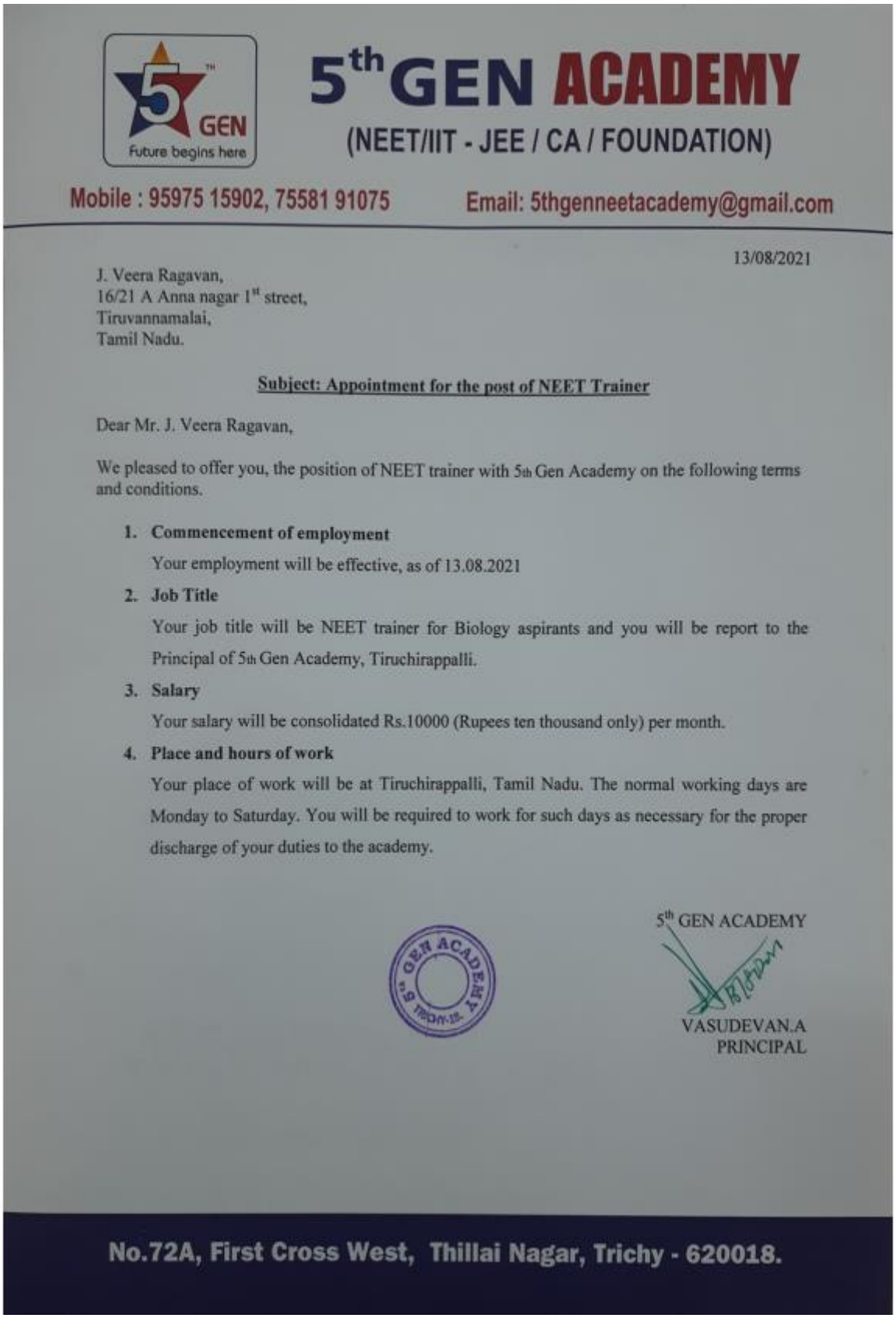
We pleased to offer you, the position of NEET trainer with 5th Gen Academy on the following terms and conditions.

1. **Commencement of employment**
   Your employment will be effective, as of 13.08.2021
2. **Job Title**
   Your job title will be NEET trainer for Biology aspirants and you will be report to the Principal of 5th Gen Academy, Tiruchirappalli.
3. **Salary**
   Your salary will be consolidated Rs.10000 (Rupees ten thousand only) per month.
4. **Place and hours of work**
   Your place of work will be at Tiruchirappalli, Tamil Nadu. The normal working days are Monday to Saturday. You will be required to work for such days as necessary for the proper discharge of your duties to the academy.

5th GEN ACADEMY
VASUDEVAN.A
PRINCIPAL

No.72A, First Cross West, Thillai Nagar, Trichy - 620018.

5.2.1. Average percentage of placement of outgoing students during the last five years



5th GEN ACADEMY
(NEET/IIT - JEE / CA / FOUNDATION)
Future begins here

Mobile : 95975 15902, 75581 91075 Email: 5thgenneetacademy@gmail.com

13/08/2021

J. Veera Ragavan,
16/21 A Anna nagar 1st street,
Tiruvannamalai,
Tamil Nadu.

Subject: Appointment for the post of NEET Trainer

Dear Mr. J. Veera Ragavan,

We pleased to offer you, the position of NEET trainer with 5th Gen Academy on the following terms and conditions.

1. **Commencement of employment**
   Your employment will be effective, as of 13.08.2021
2. **Job Title**
   Your job title will be NEET trainer for Biology aspirants and you will be report to the Principal of 5th Gen Academy, Tiruchirappalli.
3. **Salary**
   Your salary will be consolidated Rs.10000 (Rupees ten thousand only) per month.
4. **Place and hours of work**
   Your place of work will be at Tiruchirappalli, Tamil Nadu. The normal working days are Monday to Saturday. You will be required to work for such days as necessary for the proper discharge of your duties to the academy.

5th GEN ACADEMY
VASUDEVAN.A
PRINCIPAL

No.72A, First Cross West, Thillai Nagar, Trichy - 620018.

5.2.1. Average percentage of placement of outgoing students during the last five years



27-May-2021

C4826734

Mohamed Nasrudheen J
1-2-20C Nayakkar Puthur Street Sithayankottai, Dindigul, 624708,624708 624708
Management Level - 13
Sublevel - 3

Job Profile - Medical Services New Associate
Job Family Group - Business Process Specialization
Business Deal - Non Contact Center

Dear **Mohamed,**

Based on our recent discussions with you, we are pleased to extend you an offer to join Accenture Solutions Private Ltd (hereinafter referred to as 'the Company') in **Chennai**, India as per the below terms and conditions:

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

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

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

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

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

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

5.2.1. Average percentage of placement of outgoing students during the last five years

You are required to provide copies of all mandatory documents required by the Company before joining and during the course of your employment, as per the timelines specified/communicated by the Company from time to time or any alterations/amendments as per the discretion of the Company. These documents include, but are not limited to, your education and past employment/s. The offer of employment and your employment with the Company is dependent on timely submission of such required documents. Non furnishing of mandatory document/s as per the manner and within the specified time shall result in termination of employment.

This offer is contingent on us working together to determine an appropriate start date for your employment. The terms of this letter and this offer are valid for seven (7) days from the date of this letter. If we do not receive the above requested documents from you before the expiration of this period or after receiving your acceptance of this offer if you do not join the Company on a mutually agreed date of joining, or if, we are unable to set an alternative date, the terms of this letter and this offer will be deemed to have been rejected by you, unless otherwise communicated to you by the company in writing. The Company at its sole discretion (including but not limited to unforeseen circumstances like a pandemic or natural calamities) may extend or defer the start date of your joining, for which deferment you will be duly informed. Your joining date and employment with the Company will then start from such deferred/extended date.

Your annual total cash compensation will be **INR 176320** and will be structured as per the attached Annexure 1 'Compensation Details'. This will continue to be applicable until further communication on the same. All payments to you will be subject to deduction of tax at source as per the prevailing laws and necessary deduction of statutory amounts payable in your case. The terms of employment, accompanying annexures, schedules to this letter, together constitutes the terms of offer being made to you.

Mohamed, we look forward to hearing from you regarding your decision to join our team. In the meantime, please do not hesitate to call **aukshaya.sundaram** at **6385598843** should you have anything you would like to discuss further.

We believe you have a successful career ahead of you and look forward to your joining us.
Yours sincerely,



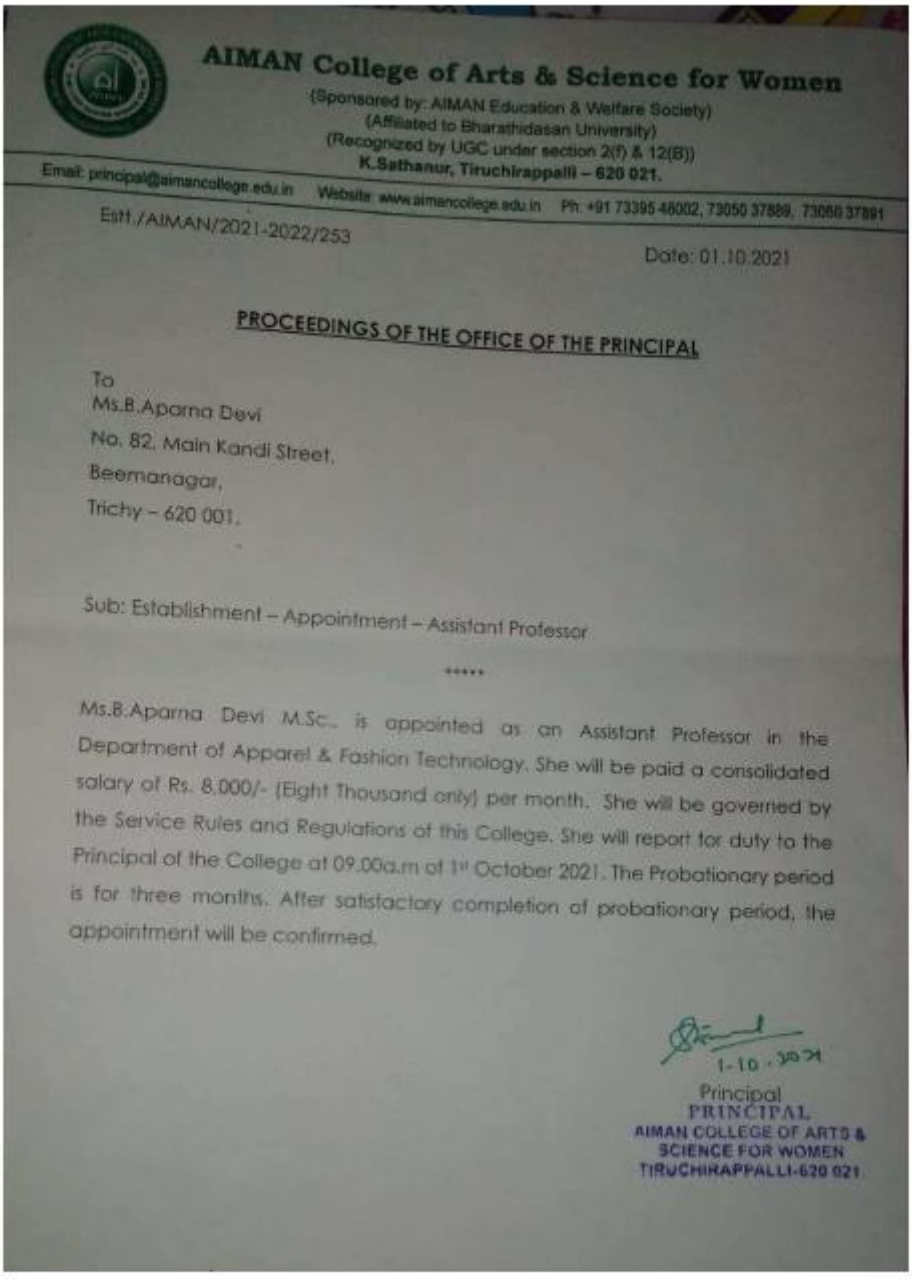
Jal
Managing Director - Accenture Operations in India & Sri Lanka

ACKNOWLEDGED AND AGREED:

_____
[Insert full legal name]
Date:

Candidate's signature_____

5.2.1. Average percentage of placement of outgoing students during the last five years



AIMAN College of Arts & Science for Women
(Sponsored by: AIMAN Education & Welfare Society)
(Affiliated to Bharathidasan University)
(Recognized by UGC under section 2(f) & 12(B))
K.Sathanur, Tiruchirappalli – 620 021.
Email: principal@aimancollege.edu.in Website: www.aimancollege.edu.in Ph: +91 73395 48002, 73050 37889, 73050 37891

Estt./AIMAN/2021-2022/253

Date: 01.10.2021

PROCEEDINGS OF THE OFFICE OF THE PRINCIPAL

To
Ms.B.Aparna Devi
No. 82, Main Kandi Street,
Beemanagar,
Trichy – 620 001.

Sub: Establishment – Appointment – Assistant Professor

*****

Ms.B.Aparna Devi M.Sc., is appointed as an Assistant Professor in the Department of Apparel & Fashion Technology. She will be paid a consolidated salary of Rs. 8,000/- (Eight Thousand only) per month. She will be governed by the Service Rules and Regulations of this College. She will report for duty to the Principal of the College at 09.00a.m of 1st October 2021. The Probationary period is for three months. After satisfactory completion of probationary period, the appointment will be confirmed.

1-10-2021

Principal
PRINCIPAL
AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN
TIRUCHIRAPPALLI-620 021

5.2.1. Average percentage of placement of outgoing students during the last five years

الهيئة الاتحادية للهوية والجنسية والجمارك وأمن المنافذ
FEDERAL AUTHORITY FOR IDENTITY, CITIZENSHIP, CUSTOMS & PORT SECURITY
الإدارة العامة للإقامة وشؤون الأجانب - دبي
GENERAL DIRECTORATE OF RESIDENCY AND FOREIGNERS AFFAIRS - DUBAI

United Arab Emirates

eVisa – إذن دخول الكتروني



22220130558464/1

* 0 7 0 2 0 1 0 2 2 2 2 3 9 8 0 8 *

طموح زايد

عمل

EMPLOYMENT

ENTRY PERMIT NO :	201/2022/2239808		إذن دخول رقم :
Date & Place of Issue :	22-02-2022 Dubai	2022-02-22 دبي	تاريخ ومحل الإصدار :
Valid Until :	22-04-2022	2022-04-22	تاريخ صلاحية الدخول :
U.I.D. No. :	225744128		الرقم الموحد :
Allowed to Enter U.A.E to :			أجيز بدخول دولة الامارات العربية المتحدة الى :
Full Name :	Mr. AZARUDEEN SHEIKDAWOOD	ازهر الدين شيخ داوود	الاسم الكامل :
Nationality :	INDIA	الهند	الجنسية :
Place of Birth :	TRICHY	تيروتشي	مكان الميلاد :
Date of Birth :	06/07/1999	1999/07/06	تاريخ الميلاد :
Passport No. :	Normal / R9010434	عادي / R9010434	رقم الجواز :
Profession :	FILING CLERK	موظف تسجيل ملفات	المهنة :
Accompanied by			المرافقون
None		لا يوجد	

Sponsor الكفيل

Name :	ARABIA TAXI L L C (BRANCH)	(تاكسي العربية (ش ذ م م) (فرع الاسم :
Address :	TEL: 042855566 P.O.BOX: 35598 , 2/1/784183	العنوان :

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tel : 04-3139999 / 8005111

خدمة أمر one service 800 5111

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الأمين al ameen

5.2.1. Average percentage of placement of outgoing students during the last five years



أ) إرشادات عامة :

1- اذن دخول للزيارة : صلاحيته (60) يوماً من تاريخ الاصدار يخول لحاملة البقاء وفقا لما يلي:-
(أ) الزيارة لمدة طويلة (90) يوماً غير قابلة للتجديد. (ب) الزيارة لمدة قصيرة (30) يوماً غير قابلة للتجديد.
2- اذن الدخول للعمل : الاقامة: صلاحية (60) يوم من تاريخ الاصدار والبقاء لمدة (60) يوم لتثبيت الإقامة أو الإلغاء والمغادرة خلال المدة السابقة.
3- اذن الدخول لمهمه (14) يوم : صلاحيته (14) يوم من تاريخ الاصدار والبقاء لمدة (14) يوم من اليوم التالي للدخول - غير قابل للتمديد.
4- اذن الدخول لمهمة عمل (90) يوم صلاحيته (14) يوم من تاريخ الإصدار والبقاء لمدة (90) يوم وعلى حاملة مغادرة الدولة أو التمديد لمدة سابقة خلال سبعة أيام.
5- اذن الدخول للسياحة (60) يوما من تاريخ الإصدار والبقاء (30) يوما من تاريخ الدخول ويجوز تمديده مرة واحدة لمدة مماثلة.

ب) تنبيـــــه :

1- يبطل هذا الأذن إذا ظهر أي كشط أو تعديل في تفاصيله أو تبين أن وثيقة أو جواز سفر حامله مغاير، مختلف أو وجود أي قيود أخرى.
2- لا يجوز لغير القادمين إلى الدولة بأذونات دخول للعمل أو مهمة عمل: العمل بأجر أو بغير أجر.
3- على الكفيل تبليغ الأذن لمركز الدخول قبل وصول المكفول.

GENERAL INSTRUCTIONS:

1- Entry permit (Visit): Validity (60) days from date of issue. (a) Long stay visit for 90 days not extendable. (b) Short stay visit for 30 days not extendable.
2- Entry permit (Employment/ Residence) Validity (60) days from the date of issue – duration of stay (60) days from date of entry to fix residence or cancellation and leave before expiry.
3- Entry permit service (14) days, validity (14) days from the date of issue, duration of stay (14) days from date of entry – no extension.
4- Entry permit service employment (90) days – validity (14) days from date of issue – Duration of stay (90) days from date of entry, the bearer shall leave or extended for similar period within (7) days before expiry.
5- Entry permit (Tourism): validity (60) days from date of issue – duration of stay (30) days from date of entry and extendable one time for a similar period.

Notes:

1- Permit become invalid if any change, alteration and amendment occur in details or passport, travel document of the bearer found un accredited or any other records found against him.
2- Bearer of entry permit is not allowed to work paid or unpaid.
3- Original entry permit shall be submitted to the entry inlet before person arrival.

A) ОБЩИЕ УКАЗАНИЯ:

1- Гостевое разрешение на въезд срок действия 60 дней с момента выдачи, срок пребывания 60 дней с момента въезда.
а) Дипломатический визит (90 дней) не подлежит продлению. б) Краткосрочный визит (30 дней) не подлежит продлению.
2- Рабочее разрешение на въезд, оформляется на въезд с целью проживания, срок действия 60 дней с момента выдачи, срок пребывания 60 дней с момента выезда для получения визы резидента, в противном случае необходимо выехать из страны до окончания срока пребывания.
3- Служебное въездное разрешение на 14 дней, срок действия 14 дней с момента выдачи, срок пребывания 14 дней со следующей даты выезда. Продление не подлежит.
4- Служебное рабочее въездное разрешение на 90 дней, срок действия 14 дней с момента выдачи, срок пребывания 90 дней, после чего вновь выехать из страны либо продлить разрешение на тот же срок в течении семи дней.
5- Туристическое разрешение на въезд срок действия 60 дней с момента выдачи, срок пребывания 30 дней с момента въезда. Допускается однократное продление на тот же срок.

Б) ПРИМЕЧАНИЯ:

1- Разрешение считается недействительным, если в нем будут обнаружены любые подчистки или исправления, если заграничный паспорт или иные проездной документ владельца разрешения признан недействительным, а также в случае обнаружения любых других осложнений.
2- Права на оплачиваемую или неоплачиваемую работу имеют только владельцы рабочих или служебных въездных разрешений.
3- Каждый должен пройти очередной контроль по приезду приглашенного человека.

许可证的有效期：从批准之日起 14 天。(适用于服务/工作)
从进入这个国家起，执证人能够居住 90 天；应该在到期后 7 天之内离开并且延期是不被允许的。(适用于服务/90 天工作)
这个签证"14"天期限是从到达后开始，聚会团体应该在允许签证结束时离开并向拉伯联合酋长国，
并且延期延期的请求不予接受。(适应于服务)
这个许可证的有效性只能通过机场进入阿拉伯联合酋长国。(适用于服务)
这个许可证持有的无效。如果许可证有任何重点上的更改或涂改，或者获得人种有的护照以及旅行证件是无效的，
或者有任何违反安全规定的行为被发现。
许可证的有效期限：60 天从批准之日起 60 天。
逗留期限：从进入该国家起 30 天。个人的进入为工作/居住应该要告知政府 在逗留期间。
该居/居住许可证的持有者不允许从事任何有偿或无偿的工作。
原始的许可证应该在到达后进入海关关口时提交给移民管理员。

5.2.1. Average percentage of placement of outgoing students during the last five years

الهيئة الاتحادية للهوية والجنسية والجمارك وأمن المنافذ
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United Arab Emirates

إذن دخول الكتروني – eVisa

22220130559224/1



* 0 7 0 2 0 1 0 2 2 2 2 4 0 0 8 5 *

طموح زايد

عمل

EMPLOYMENT

ENTRY PERMIT NO :	201/2022/2240085		إذن دخول رقم :
Date & Place of Issue :	22-02-2022 Dubai	2022-02-22 دبي	تاريخ ومحل الإصدار :
Valid Until :	22-04-2022	2022-04-22	تاريخ صلاحية الدخول :
U.I.D. No. :	225744102		الرقم الموحد :
Allowed to Enter U.A.E to :			أجيز بدخول دولة الامارات العربية المتحدة الى :
Full Name :	Mr. MOHAMMED IDREES MOHAMMED KASIM	محمد ادريس محمد قاسم	الاسم الكامل :
Nationality :	INDIA	الهند	الجنسية :
Place of Birth :	THUVAKUDIMALAI	تهوفاكوديمالاى	مكان الميلاد :
Date of Birth :	07/04/1997	1997/04/07	تاريخ الميلاد :
Passport No. :	Normal / P0935606	عادي / P0935606	رقم الجواز :
Profession :	FILING CLERK	موظف تسجيل ملفات	المهنة :
Accompanied by			المرافقون
None			لا يوجد

Sponsor الكفيل

Name :	ARABIA TAXI L L C (BRANCH)	(تاكسي العربية (ش ذ م م) (فرع	الاسم :
Address :	TEL: 042855566 P.O.BOX: 35598 , 2/1/784183		العنوان :

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الأمين al ameen

5.2.1. Average percentage of placement of outgoing students during the last five years



أ) إرشادات عامة :

1- اذن دخول للزيارة : صلاحيته (60) يوماً من تاريخ الاصدار يخول لحاملة البقاء وفقا لما يلي:-
(أ) الزيارة لمدة طويلة (90) يوماً غير قابلة للتجديد. (ب) الزيارة لمدة قصيرة (30) يوماً غير قابلة للتجديد.
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ب) تنبيـــــه :

1- يبطل هذا الأذن إذا ظهر أي كشط أو تعديل في تفاصيله أو تبين أن وثيقة أو جواز سفر حامله مغاير، مختلف أو وجود أي قيود أخرى.
2- لا يجوز لغير القادمين إلى الدولة بأذونات دخول للعمل أو مهمة عمل العمل بأجر أو بغير أجر.
3- على الكفيل تسليم الأذن لمركز الدخول قبل وصول المكفول.

GENERAL INSTRUCTIONS:

1- Entry permit (Visit): Validity (60) days from date of issue. (a) Long stay visit for 90 days not extendable. (b) Short stay visit for 30 days not extendable.
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4- Entry permit service employment (90) days – validity (14) days from date of issue – Duration of stay (90) days from date of entry, the bearer shall leave or extended for similar period within (7) days before expiry.
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A) ОБЩИЕ УКАЗАНИЯ:

1- Гостевое разрешение на въезд срок действия 60 дней с момента выдачи, срок пребывания 60 дней с момента въезда.
а) Дипломатический паспорт (90 дней) не подлежит продлению. б) Краткосрочный визит (90 дней) не подлежит продлению.
2- Рабочее разрешение на въезд, оформляется на въезд с целью проживания, срок действия 60 дней с момента выдачи, срок пребывания 60 дней с момента выезда для получения виз резидента, в противном случае необходимо выехать из страны до окончания срока пребывания.
3- Служебное въездное разрешение на 14 дней, срок действия 14 дней с момента выдачи, срок пребывания 14 дней со следующей даты. Продление не подлежит.
4- Служебное рабочее въездное разрешение на 90 дней, срок действия 14 дней с момента выдачи, срок пребывания 90 дней, после чего владелец разрешения должен выехать из страны, либо продлить разрешение на тот же срок в течении семи дней.
5- Туристическое разрешение на въезд срок действия 60 дней с момента выдачи, срок пребывания 30 дней с момента въезда. Допускается однократное продление на тот же срок.

Б) ПРИМЕЧАНИЯ:

1- Разрешение считается недействительным, если в нем будут обнаружены любые подчистки или исправления, если заграничный паспорт или иные проездной документ владельца разрешения признан недействительным, а также в случае обнаружения любых других сведений.
2- Права на оплачиваемую или неоплачиваемую работу имеют только владельцы рабочих или служебных разрешений.
3- Оригинал должен передать разрешение на пограничный контроль до приезда приглашенного человека.

许可证的有效期：从批准之日起 14 天。(适用于服务/工作)
从进入这个国家起，执证人能够居住 90 天；应该在到期后 7 天之内离开并且延期是不被允许的。(适用于服务/90 天工作)
这个签证"14"天期限是从到达后开始，聚会团体应该在允许签证结束时离开并向拉伯联合酋长国，
并且延期延期的请求不予接受。(适应于服务)
这个许可证的有效性只能通过机场进入阿拉伯联合酋长国。(适用于服务)
这个许可证持有的无效。如果许可证有任何重点上的更改或涂改，或者获得人种有的护照以及旅行证件是无效的，
或者有任何违反安全规定的行为被发现。
许可证的有效期限：60 天从批准之日起 60 天。
逗留期限：从进入该国家起 30 天。个人的进入为工作/居住应该要告知政府 在逗留期间。
该居/居住许可证的持有者不允许从事任何有偿或无偿的工作。
原始的许可证应该在到达后进入海关关口时提交给移民管理员。

5.2.1. Average percentage of placement of outgoing students during the last five years

Aragen Life Sciences Private Limited
(Formerly known as GVK Biosciences Private Limited)

Mar 31,2021

DHIVAKAR R
BHARATHIDHASAN UNIVERSITY

OFFER OF APPOINTEMNT

Dear **DHIVAKAR R,**

This has reference to the interview and discussions you had with us. We are pleased to offer you the position of **"Junior Research Associate"** in **"Chemistry Solutions"** under the grade of **"Professional"** in level **"P0"** and you will be based at **Bangalore.**

On successful completion of one year, you will be designated as **"Research Associate".**

Your Annual **Cost to Company (CTC)** will be **Rs.2,70,600/-** per annum (Rupees Two Lakhs Seventy Thousand Six Hundred only). This includes Annual Gross Salary of Rs.2,20,008/- and Retirals & Benefits of Rs. 50,592/- per annum. Detailed CTC breakup is given in Annexure.

You will be on Probation for the first 6 months and during this period either party can terminate the service by giving one-month notice and thereafter three months' notice in writing, subject to terms of Service Agreement.

The Service agreement is for a period of 36 months. In case of breach of contract, you will be liable to pay 2 months last drawn Gross Salary to cover the investment we made during hiring, assimilation, project training and deployment.

Please note that you are required to join the organization on or before **Jul 05,2021** failing which this offer of appointment stands withdrawn. Kindly note that this offer is confidential. A detailed letter of appointment shall be given to you on joining. You are requested to undergo pre-employment medical checkup before the date of your joining.

Registered & Corporate Office
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28A, IDA Nacharam, Hyderabad – 500 076, India.

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www.aragen.com

5.2.1. Average percentage of placement of outgoing students during the last five years

Aragen Life Sciences Private Limited
(Formerly known as GVK Biosciences Private Limited)

Kindly note that this offer is confidential.

Please note that your employment will be subject to:

1. Medical fitness as per the pre-employment medical checkup report.
2. Clearance in the background verification checks that may be required as per the company policy.
3. Submission of all the following self-attested documents at the time of joining:
   - i. Reference letter from Head of Department
   - ii. Course completion certificate from the College / Head of the Department
   - iii. Four copies of your latest passport size photographs
   - iv. Certified true copies of all the educational certificates
   - v. PAN Card
   - vi. Aadhar Card
   - vii. 2 Post Card size photographs of candidate taken along with Family

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

Yours Sincerely
For ARAGEN LIFE SCIENCES PVT. LTD

Lakshmipathi Itha
Senior Director – Human Resources

I accept the offer of appointment on the above terms.

Signature of the candidate: _____ **Date:** _____

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5.2.1. Average percentage of placement of outgoing students during the last five years

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ANNEXURE

SALARY STRUCTURE – DHIVAKAR R

Salary Components	Per Month (Rs.)	Per Annum (Rs.)
A. Gross salary		
Basic	7,334	88,008
HRA	2,934	35,208
Special Allowance	8,066	96,792
Gross Salary (A)	**18,334**	**2,20,008**
B. Retiral & Other benefits		
Provident Fund [1]	1,800	21,600
ESI [1]	596	7,152
Statutory bonus	1,467	17,604
Gratuity [2]	353	4,236
Total value of benefits (B)	**4,216**	**50,592**
Total Cost to Company (A +B)	**22,550**	**2,70,600**

1. PF & ESI mentioned above are employer's contribution.
2. Statutory Bonus & Gratuity are payable as per the Act.
3. In addition to the above you will be covered under company's GPA, GTLI and EDLI Policies

Yours Sincerely
For ARAGEN LIFE SCIENCES PVT. LTD

Lakshmipathi Itha
Senior Director – Human Resources

I accept the offer of appointment on the above terms.

Signature of the candidate: _____ **Date:** _____

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5.2.1. Average percentage of placement of outgoing students during the last five years

Aragen Life Sciences Private Limited
(Formerly known as GVK Biosciences Private Limited)

Mar 31,2021

MOHAMED MYDEEN.N
BHARATHIDASAN UNIVERSITY

OFFER OF APPOINTEMNT

Dear **MOHAMED MYDEEN.N,**

This has reference to the interview and discussions you had with us. We are pleased to offer you the position of **"Junior Research Associate"** in **"Analytical – Chemistry Solutions"** under the grade of **"Professional"** in level **"P0"** and you will be based at **Bangalore.**

On successful completion of one year, you will be designated as **"Research Associate".**

Your Annual **Cost to Company (CTC)** will be **Rs.2,70,600/-** per annum (Rupees Two Lakhs Seventy Thousand Six Hundred only). This includes Annual Gross Salary of Rs.2,20,008/- and Retirals & Benefits of Rs. 50,592/- per annum. Detailed CTC breakup is given in Annexure.

You will be on Probation for the first 6 months and during this period either party can terminate the service by giving one-month notice and thereafter three months' notice in writing, subject to terms of Service Agreement.

The Service agreement is for a period of 36 months. In case of breach of contract, you will be liable to pay 2 months last drawn Gross Salary to cover the investment we made during hiring, assimilation, project training and deployment.

Please note that you are required to join the organization on or before **Sep 09,2021** failing which this offer of appointment stands withdrawn. Kindly note that this offer is confidential. A detailed letter of appointment shall be given to you on joining. You are requested to undergo pre-employment medical checkup before the date of your joining.

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Aragen Life Sciences Private Limited
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Please note that your employment will be subject to:

1. Medical fitness as per the pre-employment medical checkup report.
2. Clearance in the background verification checks that may be required as per the company policy.
3. Submission of all the following self-attested documents at the time of joining:
   - i. Reference letter from Head of Department
   - ii. Course completion certificate from the College / Head of the Department
   - iii. Four copies of your latest passport size photographs
   - iv. Certified true copies of all the educational certificates
   - v. PAN Card
   - vi. Aadhar Card
   - vii. 2 Post Card size photographs of candidate taken along with Family

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

Yours Sincerely
For ARAGEN LIFE SCIENCES PVT. LTD

Lakshmipathi Itha
Senior Director – Human Resources

I accept the offer of appointment on the above terms.

Signature of the candidate: _____ **Date:** _____

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5.2.1. Average percentage of placement of outgoing students during the last five years

Aragen Life Sciences Private Limited
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ANNEXURE

SALARY STRUCTURE – MOHAMED MYDEEN.N

Salary Components	Per Month (Rs.)	Per Annum (Rs.)
A. Gross salary		
Basic	7,334	88,008
HRA	2,934	35,208
Special Allowance	8,066	96,792
Gross Salary (A)	**18,334**	**2,20,008**
B. Retiral & Other benefits		
Provident Fund [1]	1,800	21,600
ESI [1]	596	7,152
Statutory bonus	1,467	17,604
Gratuity [2]	353	4,236
Total value of benefits (B)	**4,216**	**50,592**
Total Cost to Company (A +B)	**22,550**	**2,70,600**

1. PF & ESI mentioned above are employer's contribution.
2. Statutory Bonus & Gratuity are payable as per the Act.
3. In addition to the above you will be covered under company's GPA, GTLI and EDLI Policies

Yours Sincerely
For ARAGEN LIFE SCIENCES PVT. LTD

Lakshmipathi Itha
Senior Director – Human Resources

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Signature of the candidate: _____ **Date:** _____

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5.2.1. Average percentage of placement of outgoing students during the last five years

Aragen Life Sciences Private Limited
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Mar 31,2021

MOHAMMAD IDHRIS S
BHARATHIDASAN UNIVERSITY

OFFER OF APPOINTEMNT

Dear **MOHAMMAD IDHRIS S,**

This has reference to the interview and discussions you had with us. We are pleased to offer you the position of **"Junior Research Associate"** in **"Analytical – Chemistry Solutions"** under the grade of **"Professional"** in level **"P0"** and you will be based at **Bangalore.**

On successful completion of one year, you will be designated as **"Research Associate".**

Your Annual **Cost to Company (CTC)** will be **Rs.2,70,600/-** per annum (Rupees Two Lakhs Seventy Thousand Six Hundred only). This includes Annual Gross Salary of Rs.2,20,008/- and Retirals & Benefits of Rs.50,592/- per annum. Detailed CTC breakup is given in Annexure.

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5.2.1. Average percentage of placement of outgoing students during the last five years

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   - v. PAN Card
   - vi. Aadhar Card
   - vii. 2 Post Card size photographs of candidate taken along with Family

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

Yours Sincerely
For ARAGEN LIFE SCIENCES PVT. LTD

Lakshmipathi Itha
Senior Director – Human Resources

I accept the offer of appointment on the above terms.

Signature of the candidate: _____ **Date:** _____

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5.2.1. Average percentage of placement of outgoing students during the last five years

Aragen Life Sciences Private Limited
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ANNEXURE

SALARY STRUCTURE – MOHAMMAD IDHRIS S

Salary Components	Per Month (Rs.)	Per Annum (Rs.)
A. Gross salary		
Basic	7,334	88,008
HRA	2,934	35,208
Special Allowance	8,066	96,792
Gross Salary (A)	**18,334**	**2,20,008**
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Provident Fund [1]	1,800	21,600
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Statutory bonus	1,467	17,604
Gratuity [2]	353	4,236
Total value of benefits (B)	**4,216**	**50,592**
Total Cost to Company (A +B)	**22,550**	**2,70,600**

1. PF & ESI mentioned above are employer's contribution.
2. Statutory Bonus & Gratuity are payable as per the Act.
3. In addition to the above you will be covered under company's GPA, GTLI and EDLI Policies

Yours Sincerely
For ARAGEN LIFE SCIENCES PVT. LTD

Lakshmipathi Itha
Senior Director – Human Resources

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5.2.1. Average percentage of placement of outgoing students during the last five years

Aragen Life Sciences Private Limited
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Mar 31,2021

SHANMUGANATHAN
Bharathidasan university

OFFER OF APPOINTEMNT

Dear **SHANMUGANATHAN,**

This has reference to the interview and discussions you had with us. We are pleased to offer you the position of **"Junior Research Associate"** in **"Chemistry Solutions"** under the grade of **"Professional"** in level **"P0"** and you will be based at **Bangalore.**

On successful completion of one year, you will be designated as **"Research Associate".**

Your Annual **Cost to Company (CTC)** will be **Rs.2,70,600/-** per annum (Rupees Two Lakhs Seventy Thousand Six Hundred only). This includes Annual Gross Salary of Rs.2,20,008/- and Retirals & Benefits of Rs. 50,592/- per annum. Detailed CTC breakup is given in Annexure.

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2. Clearance in the background verification checks that may be required as per the company policy.
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   - ii. Course completion certificate from the College / Head of the Department
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   - v. PAN Card
   - vi. Aadhar Card
   - vii. 2 Post Card size photographs of candidate taken along with Family

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

Yours Sincerely
For ARAGEN LIFE SCIENCES PVT. LTD

Lakshmipathi Itha
Senior Director – Human Resources

I accept the offer of appointment on the above terms.

Signature of the candidate: _____ **Date:** _____

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5.2.1. Average percentage of placement of outgoing students during the last five years

Aragen Life Sciences Private Limited
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ANNEXURE

SALARY STRUCTURE – SHANMUGANATHAN

Salary Components	Per Month (Rs.)	Per Annum (Rs.)
A. Gross salary		
Basic	7,334	88,008
HRA	2,934	35,208
Special Allowance	8,066	96,792
Gross Salary (A)	**18,334**	**2,20,008**
B. Retiral & Other benefits		
Provident Fund [1]	1,800	21,600
ESI [1]	596	7,152
Statutory bonus	1,467	17,604
Gratuity [2]	353	4,236
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2. Statutory Bonus & Gratuity are payable as per the Act.
3. In addition to the above you will be covered under company's GPA, GTLI and EDLI Policies

Yours Sincerely
For ARAGEN LIFE SCIENCES PVT. LTD

Lakshmipathi Itha
Senior Director – Human Resources

I accept the offer of appointment on the above terms.

Signature of the candidate: _____ **Date:** _____

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Ref: AGT/NH2021352/Trichy

Sep 01, 2021

Mr. MOHAMED UONISE A
No88/k, Kaithe millath nagar,
Tennur, Trichy-620017.

Arthur Grand Technologies Private Limited
Stony Meadows,1st Floor,
No 169, 10th Main Road, Ponnagar,
Trichy - 620001,
Tamil Nadu, India
Tel: +91 63 6536 9529
www.arthurgrand.com

Dear Mohamed Unoise,

Congratulations! Arthur Grand Technologies Private Limited is delighted to extend this offer of employment to you as a **Recruitment Associate Trainee**. Your start date is on **Sep 27th, 2021.** Your gross annual remuneration (CTC) will be ₹**2,33,855.** Taxes (Professional, Income Tax [if applicable]) will be deducted as per the government norms. Your appraisal will take place based on your performance after successful completion of 6 months from your joining date. A detailed salary structure and benefits are given below.

Salary Split up:

Pay Type	Monthly	Annual
GROSS SALARY (A)	**₹ 15,600**	**₹ 1,87,200**
Basic & DA	₹ 7,800	₹ 93,600
House Rent Allowance	₹ 3,120	₹ 37,440
Special Allowance	₹ 1,080	₹ 12,960
Night Shift Allowance	₹ 3,600	₹ 43,200
TOTAL DEFERRED BENEFITS (B)	**₹ 2,005**	**₹ 46,655**
Company's Contribution to PF	₹ 1,498	₹ 17,971
Company's Contribution to ESI	₹ 507	₹ 6,084
Bonus	-	₹ 7,000
Variable Pay	-	₹ 15,600
TOTAL CTC (C) = (A + B)	**₹ 17,605**	**₹ 2,33,855**
TOTAL EMPLOYEE DEDUCTIONS (D)	**₹ 1,823**	**₹ 19,375**
Employees' Contribution to PF	₹ 1,498	₹ 17,971
Employees' Contribution to ESI	₹ 117	₹ 1,404
Professional Tax	₹ 208	₹ 2,496
NET TAKE HOME (A - D)	**₹ 13,777**	**₹ 1,65,329**
Contract Placement	₹ 10,000	Per Placement*
Fulltime Placement	₹ 20,000	Per Placement*

*Paid after the resource completes 3 months with our firm. No placement payment will be made if the resource leaves before the 3-month period.

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Bonus Potential:

You will also be eligible for Pay and/or Performance Bonus increase at the end of the year (prorated based on the joining date) depending on how well you are contributing to the growth of our practice.

Employee Benefits

1. **Annual Vacation Policy**

   After confirmation as a full-time employee, you are eligible for 18 days (Casual -12, Sick -6) paid time off and 10 holidays. As we are supporting USA based customers, we observe designated USA and Indian holidays. In addition, after 12 months of service with our firm, you will be eligible to receive 12 days of earned leave per year.

2. **Employee Provident Fund**

   All full-time employees in India are eligible for Employee Provident Fund. The company will contribute 12% of your base pay towards your provident fund.

3. **ESI**

   All full-time employees in India who are earning up to 21,000 are eligible for ESI. The company will contribute 3.75% of your Gross pay towards your ESI.

Our HR team will reach-out to you in setting up your salary account. Your pay and placement bonuses will be directly credited at the end of each month.

Your employment will be governed by the rules, regulations of labour law and policies of the company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.

We request you to please carry a signed copy of the offer letter on the day of your joining along with the list of documents which are mentioned in **Annexure IV: Required Documents**.

Welcome to Arthur Grand Technologies. We wish you a long, rewarding and fulfilling career with us.

Yours Sincerely,

Mohamed Mukthar
Director
Arthur Grand Technologies Pvt., Ltd.
hr@arthurgrand.in

I have read, understood, and agree to the terms and conditions and the annexures as set forth in this offer letter.

_____
(Your Signature with Date)

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable), Graduation and Post-Graduation examination which includes successful completion of your final semester/year without any pending arrears/back logs during the entire course duration. As per the Arthur Grand Technologies eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

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

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

2. **Training Period**

You will be required to undergo both classroom and on the job training for 6 months or less (probation period) during which period you will be evaluated for satisfactory performance after which Arthur Grand Technologies will make you a full-time employee.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, Arthur Grand Technologies may terminate your forthwith. However, Arthur Grand Technologies may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory.

Upon your confirmation, if your services are not found satisfactory, Arthur Grand Technologies reserves the right to terminate your services at any time with or without cause. The terms and conditions of the training will be governed by Arthur Grand Technologies' training policy. Arthur Grand Technologies reserves the right to modify or amend the training policy at any time.

If you remain absent for a consecutive period of 7 days without prior approval during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of trainees without any further intimation/separate communication to you.

Arthur Grand Technologies Private Limited
Stony Meadows, No: 169, First Floor, 10th Main Road, Ponnagar, Tiruchirappalli, Tamil Nadu -620 001, India
+91 63853 69529 • www.arthurgrand.com

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

3. Working Hours

You will be required to work in night shifts and/or in extended working hours as permitted by law. You may be required to work beyond your existing working hours depending upon the business requirements/exigencies from time to time.

4. Compensation Structure/Salary components

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

5. Increments and Promotions

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

6. Alternative Occupation/Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of Arthur Grand Technologies, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission from Arthur Grand Technologies.

7. Confidentiality Agreement

As part of the joining formalities, you are required to sign a confidentiality agreement, which aims to protect the intellectual property rights and business information of Arthur Grand Technologies and its clients.

8. Notice Period

Either party can terminate the contract with a notice period of 1 month after completing the mandatory service of 1 year. Notice period is considered to start from the point the relieving letter is received and approved by the manager. However, when situations warrant, as in the case of breach of policies, the company may decide to terminate the contract with immediate effect.

If you are covered under Deputation Agreement/International Assignment Agreement, either you or Arthur Grand Technologies can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of Arthur Grand Technologies. Arthur Grand Technologies reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

9. Retirement

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

10. Employment of Non-Indian Citizens

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

11. Background Check

Your association with Arthur Grand Technologies will be subject to a background check in line with Arthur Grand Technologies' background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within 1 month of joining. If the background check reveals unfavorable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

12. Training Program

On joining Arthur Grand Technologies, you will be given the benefit of Class room and on the job training at our offices. The said training forms a critical part of your employment with Arthur Grand Technologies and is an ongoing process.

Arthur Grand Technologies continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment must come from you. As Arthur Grand Technologies progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to different roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

13. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of Arthur Grand Technologies as applicable to you and the changes therein from time to time.

14. Compliance to all Clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

successfully would entitle Arthur Grand Technologies to withdraw this offer letter anytime at its sole discretion.

15. Private Information Policy
You will be bound by the Arthur Grand Technologies Information Policy as described in Annex II for holding in confidence any trade secrets or confidential business and technical information of the Company or its clients.

16. Condition of Hire
All appointments are based on the information furnished by you in your employment application and all further declarations and undertakings. Hence, any false statement or information furnished as above will lead to your dismissal without notice.

17. Intellectual Properties
Additionally, you will also be bound by the Arthur Grand Technologies policy with respect to Intellectual Property as described in Annexure II.

18. Non-Competition
In the event that you leave the Company either initiated by yourself or the Company, you shall not recruit any employee from the Company directly or indirectly for a period of 12 months commencing the last day of your employment with the Company.

19. Leave of Absence
In case you are absent yourself from duty continuously, without prior authorization, for 7 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 the contract of employment by you. In such circumstances, the Management will have the discretion of (a) adjusting salary against the notice period of such abandonment (b) presume that you have voluntarily abandoned the services of the company and strike off your name from the rolls of the Company

20. Governing Law
The terms and conditions as stipulated above shall be interpreted in accordance with the laws of India. In the event of any dispute, the parties shall submit to the exclusive jurisdiction of the Courts of India.

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 member of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice.

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Withdrawal of Offer

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

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

We look forward to having you in our global team.

Yours Sincerely,

Mohamed Mukthar
Director
Arthur Grand Technologies Pvt., Ltd.
mukthar@arthurgrand.com

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Attachments

1. **Annexure I: Private information**
2. **Annexure II: Intellectual Property**
3. **Annexure III: Non-compete Agreement**
4. **Annexure IV: Required Documents Checklist**

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure I: Private Information

The employee agrees with Arthur Grand Technologies that:

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

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

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

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

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

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

I have read, understood, and agree to the Annexure.

_____

(Your Signature with Date)

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure II: Intellectual Property

The employee agrees with Arthur Grand Technologies that:

Except as otherwise may be agreed by the Company in writing, in consideration of the employment of the employee by the Company, and free of any additional obligations of the Company to make additional payment to the employee, the employee agrees to irrevocably assign to the Company any and all inventions, software, manuscripts, documentation, improvements or other intellectual property, whether or not protectable by any national or state laws relating to the protection of intellectual property, relating to the present or future business of the Company that are developed by the employee prior to the termination of his/her employment with the Company, either alone or jointly with others, and whether or not developed during normal business hours or arising in the scope of his/her duties of employment.

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

I have read, understood, and agree to the Annexure.

_____

(Your Signature with Date)

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure III: Non-Compete Agreement

The employee agrees with Arthur Grand Technologies that:

During your employment you agree to provide a 1 month notice if you wish to cease employment, failure to provide notice will be treated as absconding and Arthur Grand Technologies will not be liable to clear any dues which include salaries and incentives. During and after cessation of employment with the company, you shall not indulge and/ or take part in any activity of formation of council and / or association which are found to be detrimental in the interest of the company in any way. Such an action shall be deemed as infringement to service conditions of the company and amount to causing damage to its interest and shall call for disciplinary action being taken against you, as it may deem fit and appropriate.

All documents, plans, drawings, prints, trade secrets, technical information, reports, statements, correspondence etc., written, or unwritten and also information and instructions that pass through you or come to your knowledge shall be treated as confidential. You shall not utilize them for your own use or disclose to other persons during or after your employment.

During the course of employment with the Company, you will acquire, gain, generate, gather and develop knowledge of and be given access to business information about products activities, know– how, methods or refinements and business plans and business secrets and other information concerning the products / services business of the Company, hereinafter called the "SECRETS". You will be liable for prosecution for damages for divulgence, sharing or parting any of such information during course of employment and on cessation for a 2-year period.

During the course of employment with the Company, you will acquire, gain, gather and develop knowledge of our clients and our competitors hereinafter called the "CLIENT AND COMPETITOR SECRETS". You will be liable for prosecution for damages for seeking employment or getting employed with any client of Arthur Grand Technologies or any competitor of Arthur Grand Technologies directly indirectly or divulgence, sharing or parting any of such information during course of employment and on cessation for a 2-year period.

I have read, understood, and agree to the Annexure.

_____

(Your Signature with Date)

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure IV: Required Documents Check List

1. **Permanent Account Number (PAN) Card**
   (You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary)
2. **Standard Xth and XIIth mark sheets**
3. **UG and/or PG degree certificate and mark sheets for all semester.**
4. **Passport or Aadhaar**
5. **Work permit and/or any other documentation as prescribed by Government of India (if you are not an Indian Citizen)**
6. **2 Passport sized photographs**
7. **An affidavit/notarized undertaking stating:**

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

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Ref: AGT/NH2021357/Trichy

Sep 01, 2021

Ms.NILOFAR I,
D/O, Ibrahimsha,
#75B, KM Nagar,
Tennur, Trichy - 620 017.

Arthur Grand Technologies Private Limited
Stony Meadows,1st Floor,
No 169, 10th Main Road, Ponnagar,
Trichy - 620001,
Tamil Nadu, India
Tel: +91 63 6536 9529
www.arthurgrand.com

Dear Nilofar,

Congratulations! Arthur Grand Technologies Private Limited is delighted to extend this offer of employment to you as a **Recruitment Associate Trainee**. Your start date is on **Sep 27th, 2021.** Your gross annual remuneration (CTC) will be ₹**2,33,855.** Taxes (Professional, Income Tax [if applicable]) will be deducted as per the government norms. Your appraisal will take place based on your performance after successful completion of 6 months from your joining date. A detailed salary structure and benefits are given below.

Salary Split up:

Pay Type	Monthly	Annual
GROSS SALARY (A)	**₹ 15,600**	**₹ 1,87,200**
Basic & DA	₹ 7,800	₹ 93,600
House Rent Allowance	₹ 3,120	₹ 37,440
Special Allowance	₹ 1,080	₹ 12,960
Night Shift Allowance	₹ 3,600	₹ 43,200
TOTAL DEFERRED BENEFITS (B)	**₹ 2,005**	**₹ 46,655**
Company's Contribution to PF	₹ 1,498	₹ 17,971
Company's Contribution to ESI	₹ 507	₹ 6,084
Bonus	-	₹ 7,000
Variable Pay	-	₹ 15,600
TOTAL CTC (C) = (A + B)	**₹ 17,605**	**₹ 2,33,855**
TOTAL EMPLOYEE DEDUCTIONS (D)	**₹ 1,823**	**₹ 19,375**
Employees' Contribution to PF	₹ 1,498	₹ 17,971
Employees' Contribution to ESI	₹ 117	₹ 1,404
Professional Tax	₹ 208	₹ 2,496
NET TAKE HOME (A - D)	**₹ 13,777**	**₹ 1,65,329**
Contract Placement	₹ 10,000	Per Placement*
Fulltime Placement	₹ 20,000	Per Placement*

*Paid after the resource completes 3 months with our firm. No placement payment will be made if the resource leaves before the 3-month period.

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Bonus Potential:

You will also be eligible for Pay and/or Performance Bonus increase at the end of the year (prorated based on the joining date) depending on how well you are contributing to the growth of our practice.

Employee Benefits

1. **Annual Vacation Policy**

   After confirmation as a full-time employee, you are eligible for 18 days (Casual -12, Sick -6) paid time off and 10 holidays. As we are supporting USA based customers, we observe designated USA and Indian holidays. In addition, after 12 months of service with our firm, you will be eligible to receive 12 days of earned leave per year.

2. **Employee Provident Fund**

   All full-time employees in India are eligible for Employee Provident Fund. The company will contribute 12% of your base pay towards your provident fund.

3. **ESI**

   All full-time employees in India who are earning up to 21,000 are eligible for ESI. The company will contribute 3.75% of your Gross pay towards your ESI.

Our HR team will reach-out to you in setting up your salary account. Your pay and placement bonuses will be directly credited at the end of each month.

Your employment will be governed by the rules, regulations of labour law and policies of the company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.

We request you to please carry a signed copy of the offer letter on the day of your joining along with the list of documents which are mentioned in **Annexure IV: Required Documents**.

Welcome to Arthur Grand Technologies. We wish you a long, rewarding and fulfilling career with us.

Yours Sincerely,

Mohamed Mukthar
Director
Arthur Grand Technologies Pvt., Ltd.
hr@arthurgrand.in

I have read, understood, and agree to the terms and conditions and the annexures as set forth in this offer letter.

_____
(Your Signature with Date)

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable), Graduation and Post-Graduation examination which includes successful completion of your final semester/year without any pending arrears/back logs during the entire course duration. As per the Arthur Grand Technologies eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

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Arthur Grand Technologies Private Limited

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You will be required to work in night shifts and/or in extended working hours as permitted by law. You may be required to work beyond your existing working hours depending upon the business requirements/exigencies from time to time.

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

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Additionally, you will also be bound by the Arthur Grand Technologies policy with respect to Intellectual Property as described in Annexure II.

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Arthur Grand Technologies Private Limited

Withdrawal of Offer

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

We look forward to having you in our global team.

Yours Sincerely,

Mohamed Mukthar
Director
Arthur Grand Technologies Pvt., Ltd.
mukthar@arthurgrand.com

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Attachments

1. **Annexure I: Private information**
2. **Annexure II: Intellectual Property**
3. **Annexure III: Non-compete Agreement**
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Arthur Grand Technologies Private Limited

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The employee agrees with Arthur Grand Technologies that:

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

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

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

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

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

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

I have read, understood, and agree to the Annexure.

(Your Signature with Date)

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure II: Intellectual Property

The employee agrees with Arthur Grand Technologies that:

Except as otherwise may be agreed by the Company in writing, in consideration of the employment of the employee by the Company, and free of any additional obligations of the Company to make additional payment to the employee, the employee agrees to irrevocably assign to the Company any and all inventions, software, manuscripts, documentation, improvements or other intellectual property, whether or not protectable by any national or state laws relating to the protection of intellectual property, relating to the present or future business of the Company that are developed by the employee prior to the termination of his/her employment with the Company, either alone or jointly with others, and whether or not developed during normal business hours or arising in the scope of his/her duties of employment.

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

I have read, understood, and agree to the Annexure.

_____

(Your Signature with Date)

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure III: Non-Compete Agreement

The employee agrees with Arthur Grand Technologies that:

During your employment you agree to provide a 1 month notice if you wish to cease employment, failure to provide notice will be treated as absconding and Arthur Grand Technologies will not be liable to clear any dues which include salaries and incentives. During and after cessation of employment with the company, you shall not indulge and/ or take part in any activity of formation of council and / or association which are found to be detrimental in the interest of the company in any way. Such an action shall be deemed as infringement to service conditions of the company and amount to causing damage to its interest and shall call for disciplinary action being taken against you, as it may deem fit and appropriate.

All documents, plans, drawings, prints, trade secrets, technical information, reports, statements, correspondence etc., written, or unwritten and also information and instructions that pass through you or come to your knowledge shall be treated as confidential. You shall not utilize them for your own use or disclose to other persons during or after your employment.

During the course of employment with the Company, you will acquire, gain, generate, gather and develop knowledge of and be given access to business information about products activities, know– how, methods or refinements and business plans and business secrets and other information concerning the products / services business of the Company, hereinafter called the "SECRETS". You will be liable for prosecution for damages for divulgence, sharing or parting any of such information during course of employment and on cessation for a 2-year period.

During the course of employment with the Company, you will acquire, gain, gather and develop knowledge of our clients and our competitors hereinafter called the "CLIENT AND COMPETITOR SECRETS". You will be liable for prosecution for damages for seeking employment or getting employed with any client of Arthur Grand Technologies or any competitor of Arthur Grand Technologies directly indirectly or divulgence, sharing or parting any of such information during course of employment and on cessation for a 2-year period.

I have read, understood, and agree to the Annexure.

_____

(Your Signature with Date)

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure IV: Required Documents Check List

1. **Permanent Account Number (PAN) Card**
   (You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary)
2. **Standard Xth and XIIth mark sheets**
3. **UG and/or PG degree certificate and mark sheets for all semester.**
4. **Passport or Aadhaar**
5. **Work permit and/or any other documentation as prescribed by Government of India (if you are not an Indian Citizen)**
6. **2 Passport sized photographs**
7. **An affidavit/notarized undertaking stating:**

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

Arthur Grand Technologies Private Limited
Stony Meadows, No: 169, First Floor, 10th Main Road, Ponnagar, Tiruchirappalli, Tamil Nadu -620 001, India
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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Ref: AGT/NH2021351/Trichy

Sep 03, 2021

Mr. SANCHAI KANNAN R
86/22-B, Nethaji Street,
Ayyappa Nagar,
Trichy - 21.

Arthur Grand Technologies Private Limited
Stony Meadows,1st Floor,
No 169, 10th Main Road, Ponnagar,
Trichy - 620001,
Tamil Nadu, India
Tel: +91 63 6536 9529
www.arthurgrand.com

Dear Sanchai Kannan,

Congratulations! Arthur Grand Technologies Private Limited is delighted to extend this offer of employment to you as a **Recruitment Associate Trainee**. Your start date is on **Sep 27th, 2021.** Your gross annual remuneration (CTC) will be ₹**2,33,855.** Taxes (Professional, Income Tax [if applicable]) will be deducted as per the government norms. Your appraisal will take place based on your performance after successful completion of 6 months from your joining date. A detailed salary structure and benefits are given below.

Salary Split up:

Pay Type	Monthly	Annual
GROSS SALARY (A)	**₹ 15,600**	**₹ 1,87,200**
Basic & DA	₹ 7,800	₹ 93,600
House Rent Allowance	₹ 3,120	₹ 37,440
Special Allowance	₹ 1,080	₹ 12,960
Night Shift Allowance	₹ 3,600	₹ 43,200
TOTAL DEFERRED BENEFITS (B)	**₹ 2,005**	**₹ 46,655**
Company's Contribution to PF	₹ 1,498	₹ 17,971
Company's Contribution to ESI	₹ 507	₹ 6,084
Bonus	-	₹ 7,000
Variable Pay	-	₹ 15,600
TOTAL CTC (C) = (A + B)	**₹ 17,605**	**₹ 2,33,855**
TOTAL EMPLOYEE DEDUCTIONS (D)	**₹ 1,823**	**₹ 19,375**
Employees' Contribution to PF	₹ 1,498	₹ 17,971
Employees' Contribution to ESI	₹ 117	₹ 1,404
Professional Tax	₹ 208	₹ 2,496
NET TAKE HOME (A - D)	**₹ 13,777**	**₹ 1,65,329**
Contract Placement	₹ 10,000	Per Placement*
Fulltime Placement	₹ 20,000	Per Placement*

*Paid after the resource completes 3 months with our firm. No placement payment will be made if the resource leaves before the 3-month period.

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Bonus Potential:

You will also be eligible for Pay and/or Performance Bonus increase at the end of the year (prorated based on the joining date) depending on how well you are contributing to the growth of our practice.

Employee Benefits

1. **Annual Vacation Policy**

   After confirmation as a full-time employee, you are eligible for 18 days (Casual -12, Sick -6) paid time off and 10 holidays. As we are supporting USA based customers, we observe designated USA and Indian holidays. In addition, after 12 months of service with our firm, you will be eligible to receive 12 days of earned leave per year.

2. **Employee Provident Fund**

   All full-time employees in India are eligible for Employee Provident Fund. The company will contribute 12% of your base pay towards your provident fund.

3. **ESI**

   All full-time employees in India who are earning up to 21,000 are eligible for ESI. The company will contribute 3.75% of your Gross pay towards your ESI.

Our HR team will reach-out to you in setting up your salary account. Your pay and placement bonuses will be directly credited at the end of each month.

Your employment will be governed by the rules, regulations of labour law and policies of the company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.

We request you to please carry a signed copy of the offer letter on the day of your joining along with the list of documents which are mentioned in **Annexure IV: Required Documents**.

Welcome to Arthur Grand Technologies. We wish you a long, rewarding and fulfilling career with us.

Yours Sincerely,

Mohamed Mukthar
Director
Arthur Grand Technologies Pvt., Ltd.
hr@arthurgrand.in

I have read, understood, and agree to the terms and conditions and the annexures as set forth in this offer letter.

_____
(Your Signature with Date)

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable), Graduation and Post-Graduation examination which includes successful completion of your final semester/year without any pending arrears/back logs during the entire course duration. As per the Arthur Grand Technologies eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

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

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

2. **Training Period**

You will be required to undergo both classroom and on the job training for 6 months or less (probation period) during which period you will be evaluated for satisfactory performance after which Arthur Grand Technologies will make you a full-time employee.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, Arthur Grand Technologies may terminate your forthwith. However, Arthur Grand Technologies may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory.

Upon your confirmation, if your services are not found satisfactory, Arthur Grand Technologies reserves the right to terminate your services at any time with or without cause. The terms and conditions of the training will be governed by Arthur Grand Technologies' training policy. Arthur Grand Technologies reserves the right to modify or amend the training policy at any time.

If you remain absent for a consecutive period of 7 days without prior approval during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of trainees without any further intimation/separate communication to you.

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

3. Working Hours

You will be required to work in night shifts and/or in extended working hours as permitted by law. You may be required to work beyond your existing working hours depending upon the business requirements/exigencies from time to time.

4. Compensation Structure/Salary components

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

5. Increments and Promotions

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

6. Alternative Occupation/Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of Arthur Grand Technologies, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission from Arthur Grand Technologies.

7. Confidentiality Agreement

As part of the joining formalities, you are required to sign a confidentiality agreement, which aims to protect the intellectual property rights and business information of Arthur Grand Technologies and its clients.

8. Notice Period

Either party can terminate the contract with a notice period of 1 month after completing the mandatory service of 1 year. Notice period is considered to start from the point the relieving letter is received and approved by the manager. However, when situations warrant, as in the case of breach of policies, the company may decide to terminate the contract with immediate effect.

If you are covered under Deputation Agreement/International Assignment Agreement, either you or Arthur Grand Technologies can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of Arthur Grand Technologies. Arthur Grand Technologies reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

9. Retirement

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

10. Employment of Non-Indian Citizens

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

11. Background Check

Your association with Arthur Grand Technologies will be subject to a background check in line with Arthur Grand Technologies' background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within 1 month of joining. If the background check reveals unfavorable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

12. Training Program

On joining Arthur Grand Technologies, you will be given the benefit of Class room and on the job training at our offices. The said training forms a critical part of your employment with Arthur Grand Technologies and is an ongoing process.

Arthur Grand Technologies continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment must come from you. As Arthur Grand Technologies progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to different roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

13. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of Arthur Grand Technologies as applicable to you and the changes therein from time to time.

14. Compliance to all Clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests

5.2.1. Average percentage of placement of outgoing students during the last five years

successfully would entitle Arthur Grand Technologies to withdraw this offer letter anytime at its sole discretion.

15. Private Information Policy
You will be bound by the Arthur Grand Technologies Information Policy as described in Annex II for holding in confidence any trade secrets or confidential business and technical information of the Company or its clients.

16. Condition of Hire
All appointments are based on the information furnished by you in your employment application and all further declarations and undertakings. Hence, any false statement or information furnished as above will lead to your dismissal without notice.

17. Intellectual Properties
Additionally, you will also be bound by the Arthur Grand Technologies policy with respect to Intellectual Property as described in Annexure II.

18. Non-Competition
In the event that you leave the Company either initiated by yourself or the Company, you shall not recruit any employee from the Company directly or indirectly for a period of 12 months commencing the last day of your employment with the Company.

19. Leave of Absence
In case you are absent yourself from duty continuously, without prior authorization, for 7 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 the contract of employment by you. In such circumstances, the Management will have the discretion of (a) adjusting salary against the notice period of such abandonment (b) presume that you have voluntarily abandoned the services of the company and strike off your name from the rolls of the Company

20. Governing Law
The terms and conditions as stipulated above shall be interpreted in accordance with the laws of India. In the event of any dispute, the parties shall submit to the exclusive jurisdiction of the Courts of India.

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 member of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice.

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Withdrawal of Offer

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

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

We look forward to having you in our global team.

Yours Sincerely,

Mohamed Mukthar
Director
Arthur Grand Technologies Pvt., Ltd.
mukthar@arthurgrand.com

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Attachments

1. **Annexure I: Private information**
2. **Annexure II: Intellectual Property**
3. **Annexure III: Non-compete Agreement**
4. **Annexure IV: Required Documents Checklist**

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure I: Private Information

The employee agrees with Arthur Grand Technologies that:

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

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

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

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

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

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

I have read, understood, and agree to the Annexure.

_____

(Your Signature with Date)

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure II: Intellectual Property

The employee agrees with Arthur Grand Technologies that:

Except as otherwise may be agreed by the Company in writing, in consideration of the employment of the employee by the Company, and free of any additional obligations of the Company to make additional payment to the employee, the employee agrees to irrevocably assign to the Company any and all inventions, software, manuscripts, documentation, improvements or other intellectual property, whether or not protectable by any national or state laws relating to the protection of intellectual property, relating to the present or future business of the Company that are developed by the employee prior to the termination of his/her employment with the Company, either alone or jointly with others, and whether or not developed during normal business hours or arising in the scope of his/her duties of employment.

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

I have read, understood, and agree to the Annexure.

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(Your Signature with Date)

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Annexure III: Non-Compete Agreement

The employee agrees with Arthur Grand Technologies that:

During your employment you agree to provide a 1 month notice if you wish to cease employment, failure to provide notice will be treated as absconding and Arthur Grand Technologies will not be liable to clear any dues which include salaries and incentives. During and after cessation of employment with the company, you shall not indulge and/ or take part in any activity of formation of council and / or association which are found to be detrimental in the interest of the company in any way. Such an action shall be deemed as infringement to service conditions of the company and amount to causing damage to its interest and shall call for disciplinary action being taken against you, as it may deem fit and appropriate.

All documents, plans, drawings, prints, trade secrets, technical information, reports, statements, correspondence etc., written, or unwritten and also information and instructions that pass through you or come to your knowledge shall be treated as confidential. You shall not utilize them for your own use or disclose to other persons during or after your employment.

During the course of employment with the Company, you will acquire, gain, generate, gather and develop knowledge of and be given access to business information about products activities, know– how, methods or refinements and business plans and business secrets and other information concerning the products / services business of the Company, hereinafter called the "SECRETS". You will be liable for prosecution for damages for divulgence, sharing or parting any of such information during course of employment and on cessation for a 2-year period.

During the course of employment with the Company, you will acquire, gain, gather and develop knowledge of our clients and our competitors hereinafter called the "CLIENT AND COMPETITOR SECRETS". You will be liable for prosecution for damages for seeking employment or getting employed with any client of Arthur Grand Technologies or any competitor of Arthur Grand Technologies directly indirectly or divulgence, sharing or parting any of such information during course of employment and on cessation for a 2-year period.

I have read, understood, and agree to the Annexure.

_____

(Your Signature with Date)

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure IV: Required Documents Check List

1. **Permanent Account Number (PAN) Card**
   (You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary)
2. **Standard Xth and XIIth mark sheets**
3. **UG and/or PG degree certificate and mark sheets for all semester.**
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5. **Work permit and/or any other documentation as prescribed by Government of India (if you are not an Indian Citizen)**
6. **2 Passport sized photographs**
7. **An affidavit/notarized undertaking stating:**

   *There is no criminal offence registered/pending against you
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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Ref: AGT/NH2021353/Trichy

Sep 01, 2021

Mr. SHAMEER M
No 30/7, Karunanidhi Street,
Ulanghanathapuram,
Trichy -620020.

Arthur Grand Technologies Private Limited
Stony Meadows,1st Floor,
No 169, 10th Main Road, Ponnagar,
Trichy - 620001,
Tamil Nadu, India
Tel: +91 63 8536 9529
www.arthurgrand.com

Dear Shameer,

Congratulations! Arthur Grand Technologies Private Limited is delighted to extend this offer of employment to you as a **Recruitment Associate Trainee**. Your start date is on **Sep 27th, 2021.** Your gross annual remuneration (CTC) will be **₹2,33,855.** Taxes (Professional, Income Tax [if applicable]) will be deducted as per the government norms. Your appraisal will take place based on your performance after successful completion of 6 months from your joining date. A detailed salary structure and benefits are given below.

Salary Split up:

Pay Type	Monthly	Annual
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Bonus Potential:

You will also be eligible for Pay and/or Performance Bonus increase at the end of the year (prorated based on the joining date) depending on how well you are contributing to the growth of our practice.

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   After confirmation as a full-time employee, you are eligible for 18 days (Casual -12, Sick -6) paid time off and 10 holidays. As we are supporting USA based customers, we observe designated USA and Indian holidays. In addition, after 12 months of service with our firm, you will be eligible to receive 12 days of earned leave per year.

2. **Employee Provident Fund**

   All full-time employees in India are eligible for Employee Provident Fund. The company will contribute 12% of your base pay towards your provident fund.

3. **ESI**

   All full-time employees in India who are earning up to 21,000 are eligible for ESI. The company will contribute 3.75% of your Gross pay towards your ESI.

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Your employment will be governed by the rules, regulations of labour law and policies of the company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.

We request you to please carry a signed copy of the offer letter on the day of your joining along with the list of documents which are mentioned in **Annexure IV: Required Documents**.

Welcome to Arthur Grand Technologies. We wish you a long, rewarding and fulfilling career with us.

Yours Sincerely,

Mohamed Mukthar
Director
Arthur Grand Technologies Pvt., Ltd.
hr@arthurgrand.in

I have read, understood, and agree to the terms and conditions and the annexures as set forth in this offer letter.

_____
(Your Signature with Date)

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable), Graduation and Post-Graduation examination which includes successful completion of your final semester/year without any pending arrears/back logs during the entire course duration. As per the Arthur Grand Technologies eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

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

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

2. **Training Period**

You will be required to undergo both classroom and on the job training for 6 months or less (probation period) during which period you will be evaluated for satisfactory performance after which Arthur Grand Technologies will make you a full-time employee.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, Arthur Grand Technologies may terminate your forthwith. However, Arthur Grand Technologies may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory.

Upon your confirmation, if your services are not found satisfactory, Arthur Grand Technologies reserves the right to terminate your services at any time with or without cause. The terms and conditions of the training will be governed by Arthur Grand Technologies' training policy. Arthur Grand Technologies reserves the right to modify or amend the training policy at any time.

If you remain absent for a consecutive period of 7 days without prior approval during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of trainees without any further intimation/separate communication to you.

Arthur Grand Technologies Private Limited
Stony Meadows, No: 169, First Floor, 10th Main Road, Ponnagar, Tiruchirappalli, Tamil Nadu -620 001, India
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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

3. Working Hours

You will be required to work in night shifts and/or in extended working hours as permitted by law. You may be required to work beyond your existing working hours depending upon the business requirements/exigencies from time to time.

4. Compensation Structure/Salary components

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

5. Increments and Promotions

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

6. Alternative Occupation/Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of Arthur Grand Technologies, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission from Arthur Grand Technologies.

7. Confidentiality Agreement

As part of the joining formalities, you are required to sign a confidentiality agreement, which aims to protect the intellectual property rights and business information of Arthur Grand Technologies and its clients.

8. Notice Period

Either party can terminate the contract with a notice period of 1 month after completing the mandatory service of 1 year. Notice period is considered to start from the point the relieving letter is received and approved by the manager. However, when situations warrant, as in the case of breach of policies, the company may decide to terminate the contract with immediate effect.

If you are covered under Deputation Agreement/International Assignment Agreement, either you or Arthur Grand Technologies can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of Arthur Grand Technologies. Arthur Grand Technologies reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

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9. Retirement

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

10. Employment of Non-Indian Citizens

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

11. Background Check

Your association with Arthur Grand Technologies will be subject to a background check in line with Arthur Grand Technologies' background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within 1 month of joining. If the background check reveals unfavorable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

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On joining Arthur Grand Technologies, you will be given the benefit of Class room and on the job training at our offices. The said training forms a critical part of your employment with Arthur Grand Technologies and is an ongoing process.

Arthur Grand Technologies continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment must come from you. As Arthur Grand Technologies progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to different roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

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Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of Arthur Grand Technologies as applicable to you and the changes therein from time to time.

14. Compliance to all Clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

successfully would entitle Arthur Grand Technologies to withdraw this offer letter anytime at its sole discretion.

15. Private Information Policy
You will be bound by the Arthur Grand Technologies Information Policy as described in Annex II for holding in confidence any trade secrets or confidential business and technical information of the Company or its clients.

16. Condition of Hire
All appointments are based on the information furnished by you in your employment application and all further declarations and undertakings. Hence, any false statement or information furnished as above will lead to your dismissal without notice.

17. Intellectual Properties
Additionally, you will also be bound by the Arthur Grand Technologies policy with respect to Intellectual Property as described in Annexure II.

18. Non-Competition
In the event that you leave the Company either initiated by yourself or the Company, you shall not recruit any employee from the Company directly or indirectly for a period of 12 months commencing the last day of your employment with the Company.

19. Leave of Absence
In case you are absent yourself from duty continuously, without prior authorization, for 7 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 the contract of employment by you. In such circumstances, the Management will have the discretion of (a) adjusting salary against the notice period of such abandonment (b) presume that you have voluntarily abandoned the services of the company and strike off your name from the rolls of the Company

20. Governing Law
The terms and conditions as stipulated above shall be interpreted in accordance with the laws of India. In the event of any dispute, the parties shall submit to the exclusive jurisdiction of the Courts of India.

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 member of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice.

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Withdrawal of Offer

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

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

We look forward to having you in our global team.

Yours Sincerely,

Mohamed Mukthar
Director
Arthur Grand Technologies Pvt., Ltd.
mukthar@arthurgrand.com

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Attachments

1. **Annexure I: Private information**
2. **Annexure II: Intellectual Property**
3. **Annexure III: Non-compete Agreement**
4. **Annexure IV: Required Documents Checklist**

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure I: Private Information

The employee agrees with Arthur Grand Technologies that:

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

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

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

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

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

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

I have read, understood, and agree to the Annexure.

_____

(Your Signature with Date)

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure II: Intellectual Property

The employee agrees with Arthur Grand Technologies that:

Except as otherwise may be agreed by the Company in writing, in consideration of the employment of the employee by the Company, and free of any additional obligations of the Company to make additional payment to the employee, the employee agrees to irrevocably assign to the Company any and all inventions, software, manuscripts, documentation, improvements or other intellectual property, whether or not protectable by any national or state laws relating to the protection of intellectual property, relating to the present or future business of the Company that are developed by the employee prior to the termination of his/her employment with the Company, either alone or jointly with others, and whether or not developed during normal business hours or arising in the scope of his/her duties of employment.

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

I have read, understood, and agree to the Annexure.

_____

(Your Signature with Date)

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure III: Non-Compete Agreement

The employee agrees with Arthur Grand Technologies that:

During your employment you agree to provide a 1 month notice if you wish to cease employment, failure to provide notice will be treated as absconding and Arthur Grand Technologies will not be liable to clear any dues which include salaries and incentives. During and after cessation of employment with the company, you shall not indulge and/ or take part in any activity of formation of council and / or association which are found to be detrimental in the interest of the company in any way. Such an action shall be deemed as infringement to service conditions of the company and amount to causing damage to its interest and shall call for disciplinary action being taken against you, as it may deem fit and appropriate.

All documents, plans, drawings, prints, trade secrets, technical information, reports, statements, correspondence etc., written, or unwritten and also information and instructions that pass through you or come to your knowledge shall be treated as confidential. You shall not utilize them for your own use or disclose to other persons during or after your employment.

During the course of employment with the Company, you will acquire, gain, generate, gather and develop knowledge of and be given access to business information about products activities, know– how, methods or refinements and business plans and business secrets and other information concerning the products / services business of the Company, hereinafter called the "SECRETS". You will be liable for prosecution for damages for divulgence, sharing or parting any of such information during course of employment and on cessation for a 2-year period.

During the course of employment with the Company, you will acquire, gain, gather and develop knowledge of our clients and our competitors hereinafter called the "CLIENT AND COMPETITOR SECRETS". You will be liable for prosecution for damages for seeking employment or getting employed with any client of Arthur Grand Technologies or any competitor of Arthur Grand Technologies directly indirectly or divulgence, sharing or parting any of such information during course of employment and on cessation for a 2-year period.

I have read, understood, and agree to the Annexure.

_____

(Your Signature with Date)

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure IV: Required Documents Check List

1. **Permanent Account Number (PAN) Card**
   (You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary)
2. **Standard Xth and XIIth mark sheets**
3. **UG and/or PG degree certificate and mark sheets for all semester.**
4. **Passport or Aadhaar**
5. **Work permit and/or any other documentation as prescribed by Government of India (if you are not an Indian Citizen)**
6. **2 Passport sized photographs**
7. **An affidavit/notarized undertaking stating:**

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

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Arthur Grand Technologies Private Limited

Ref: AGT/NH2021356/Trichy

Sep 01, 2021

Arthur Grand Technologies Private Limited
Stony Meadows,1st Floor,
No 169, 10th Main Road, Ponnagar,
Trichy - 620001,
Tamil Nadu, India
Tel: +91 63 8536 9529
www.arthurgrand.com

Mr. MOHAMED ANSAR ALIKHAN B
3/63 Small Mosque Street,
Chittar Kottai,
Ramanathapuram-623 513.

Dear Mohamed Ansar,

Congratulations! Arthur Grand Technologies Private Limited is delighted to extend this offer of employment to you as a **Recruitment Associate Trainee**. Your start date is on **Sep 27th, 2021.** Your gross annual remuneration (CTC) will be **₹2,33,855.** Taxes (Professional, Income Tax [if applicable]) will be deducted as per the government norms. Your appraisal will take place based on your performance after successful completion of 6 months from your joining date. A detailed salary structure and benefits are given below.

Salary Split up:

Pay Type	Monthly	Annual
GROSS SALARY (A)	**₹ 15,600**	**₹ 1,87,200**
Basic & DA	₹ 7,800	₹ 93,600
House Rent Allowance	₹ 3,120	₹ 37,440
Special Allowance	₹ 1,080	₹ 12,960
Night Shift Allowance	₹ 3,600	₹ 43,200
TOTAL DEFERRED BENEFITS (B)	**₹ 2,005**	**₹ 46,655**
Company's Contribution to PF	₹ 1,498	₹ 17,971
Company's Contribution to ESI	₹ 507	₹ 6,084
Bonus	-	₹ 7,000
Variable Pay	-	₹ 15,600
TOTAL CTC (C) = (A + B)	**₹ 17,605**	**₹ 2,33,855**
TOTAL EMPLOYEE DEDUCTIONS (D)	**₹ 1,823**	**₹ 19,375**
Employees' Contribution to PF	₹ 1,498	₹ 17,971
Employees' Contribution to ESI	₹ 117	₹ 1,404
Professional Tax	₹ 208	₹ 2,496
NET TAKE HOME (A - D)	**₹ 13,777**	**₹ 1,65,329**
Contract Placement	₹ 10,000	Per Placement*
Fulltime Placement	₹ 20,000	Per Placement*

*Paid after the resource completes 3 months with our firm. No placement payment will be made if the resource leaves before the 3-month period.

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Bonus Potential:

You will also be eligible for Pay and/or Performance Bonus increase at the end of the year (prorated based on the joining date) depending on how well you are contributing to the growth of our practice.

Employee Benefits

1. **Annual Vacation Policy**

   After confirmation as a full-time employee, you are eligible for 18 days (Casual -12, Sick -6) paid time off and 10 holidays. As we are supporting USA based customers, we observe designated USA and Indian holidays. In addition, after 12 months of service with our firm, you will be eligible to receive 12 days of earned leave per year.

2. **Employee Provident Fund**

   All full-time employees in India are eligible for Employee Provident Fund. The company will contribute 12% of your base pay towards your provident fund.

3. **ESI**

   All full-time employees in India who are earning up to 21,000 are eligible for ESI. The company will contribute 3.75% of your Gross pay towards your ESI.

Our HR team will reach-out to you in setting up your salary account. Your pay and placement bonuses will be directly credited at the end of each month.

Your employment will be governed by the rules, regulations of labour law and policies of the company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.

We request you to please carry a signed copy of the offer letter on the day of your joining along with the list of documents which are mentioned in **Annexure IV: Required Documents**.

Welcome to Arthur Grand Technologies. We wish you a long, rewarding and fulfilling career with us.

Yours Sincerely,

Mohamed Mukthar
Director
Arthur Grand Technologies Pvt., Ltd.
hr@arthurgrand.in

I have read, understood, and agree to the terms and conditions and the annexures as set forth in this offer letter.

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(Your Signature with Date)

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Arthur Grand Technologies Private Limited

TERMS AND CONDITIONS

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Arthur Grand Technologies Private Limited

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We look forward to having you in our global team.

Yours Sincerely,

Mohamed Mukthar
Director
Arthur Grand Technologies Pvt., Ltd.
mukthar@arthurgrand.com

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Arthur Grand Technologies Private Limited

Attachments

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2. **Annexure II: Intellectual Property**
3. **Annexure III: Non-compete Agreement**
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I. I will neither copy nor distribute any material, or other information constituting Private Information which comes into my possession as result of my employment by the Company, other than for the Company use.

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

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

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

I have read, understood, and agree to the Annexure.

_____

(Your Signature with Date)

Arthur Grand Technologies Private Limited
Stony Meadows, No: 169, First Floor, 10th Main Road, Ponnagar, Tiruchirappalli, Tamil Nadu -620 001, India
+91 63853 69529 • www.arthurgrand.com

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure II: Intellectual Property

The employee agrees with Arthur Grand Technologies that:

Except as otherwise may be agreed by the Company in writing, in consideration of the employment of the employee by the Company, and free of any additional obligations of the Company to make additional payment to the employee, the employee agrees to irrevocably assign to the Company any and all inventions, software, manuscripts, documentation, improvements or other intellectual property, whether or not protectable by any national or state laws relating to the protection of intellectual property, relating to the present or future business of the Company that are developed by the employee prior to the termination of his/her employment with the Company, either alone or jointly with others, and whether or not developed during normal business hours or arising in the scope of his/her duties of employment.

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

I have read, understood, and agree to the Annexure.

_____

(Your Signature with Date)

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure III: Non-Compete Agreement

The employee agrees with Arthur Grand Technologies that:

During your employment you agree to provide a 1 month notice if you wish to cease employment, failure to provide notice will be treated as absconding and Arthur Grand Technologies will not be liable to clear any dues which include salaries and incentives. During and after cessation of employment with the company, you shall not indulge and/ or take part in any activity of formation of council and / or association which are found to be detrimental in the interest of the company in any way. Such an action shall be deemed as infringement to service conditions of the company and amount to causing damage to its interest and shall call for disciplinary action being taken against you, as it may deem fit and appropriate.

All documents, plans, drawings, prints, trade secrets, technical information, reports, statements, correspondence etc., written, or unwritten and also information and instructions that pass through you or come to your knowledge shall be treated as confidential. You shall not utilize them for your own use or disclose to other persons during or after your employment.

During the course of employment with the Company, you will acquire, gain, generate, gather and develop knowledge of and be given access to business information about products activities, know– how, methods or refinements and business plans and business secrets and other information concerning the products / services business of the Company, hereinafter called the "SECRETS". You will be liable for prosecution for damages for divulgence, sharing or parting any of such information during course of employment and on cessation for a 2-year period.

During the course of employment with the Company, you will acquire, gain, gather and develop knowledge of our clients and our competitors hereinafter called the "CLIENT AND COMPETITOR SECRETS". You will be liable for prosecution for damages for seeking employment or getting employed with any client of Arthur Grand Technologies or any competitor of Arthur Grand Technologies directly indirectly or divulgence, sharing or parting any of such information during course of employment and on cessation for a 2-year period.

I have read, understood, and agree to the Annexure.

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(Your Signature with Date)

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure IV: Required Documents Check List

1. **Permanent Account Number (PAN) Card**
   (You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary)
2. **Standard Xth and XIIth mark sheets**
3. **UG and/or PG degree certificate and mark sheets for all semester.**
4. **Passport or Aadhaar**
5. **Work permit and/or any other documentation as prescribed by Government of India (if you are not an Indian Citizen)**
6. **2 Passport sized photographs**
7. **An affidavit/notarized undertaking stating:**

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

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Ref: AGT/NH2021359/Trichy

Sep 01, 2021

Mr. MOHAMED NAEEM A
6/1169, MALAKKA PALLI ST,
THIRUPOONDI,
NAGAPATTINAM DT,
611110.

Arthur Grand Technologies Private Limited
Stony Meadows,1st Floor,
No 169, 10th Main Road, Ponnagar,
Trichy - 620001,
Tamil Nadu, India
Tel: +91 63 8536 9529
www.arthurgrand.com

Dear Mohamed Naeem,

Congratulations! Arthur Grand Technologies Private Limited is delighted to extend this offer of employment to you as a **Recruitment Associate Trainee**. Your start date is on **Sep 27th, 2021.** Your gross annual remuneration (CTC) will be **₹2,33,855.** Taxes (Professional, Income Tax [if applicable]) will be deducted as per the government norms. Your appraisal will take place based on your performance after successful completion of 6 months from your joining date. A detailed salary structure and benefits are given below.

Salary Split up:

Pay Type	Monthly	Annual
GROSS SALARY (A)	**₹ 15,600**	**₹ 1,87,200**
Basic & DA	₹ 7,800	₹ 93,600
House Rent Allowance	₹ 3,120	₹ 37,440
Special Allowance	₹ 1,080	₹ 12,960
Night Shift Allowance	₹ 3,600	₹ 43,200
TOTAL DEFERRED BENEFITS (B)	**₹ 2,005**	**₹ 46,655**
Company's Contribution to PF	₹ 1,498	₹ 17,971
Company's Contribution to ESI	₹ 507	₹ 6,084
Bonus	-	₹ 7,000
Variable Pay	-	₹ 15,600
TOTAL CTC (C) = (A + B)	**₹ 17,605**	**₹ 2,33,855**
TOTAL EMPLOYEE DEDUCTIONS (D)	**₹ 1,823**	**₹ 19,375**
Employees' Contribution to PF	₹ 1,498	₹ 17,971
Employees' Contribution to ESI	₹ 117	₹ 1,404
Professional Tax	₹ 208	₹ 2,496
NET TAKE HOME (A - D)	**₹ 13,777**	**₹ 1,65,329**
Contract Placement	₹ 10,000	Per Placement*
Fulltime Placement	₹ 20,000	Per Placement*

*Paid after the resource completes 3 months with our firm. No placement payment will be made if the resource leaves before the 3-month period.

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Bonus Potential:

You will also be eligible for Pay and/or Performance Bonus increase at the end of the year (prorated based on the joining date) depending on how well you are contributing to the growth of our practice.

Employee Benefits

1. **Annual Vacation Policy**

   After confirmation as a full-time employee, you are eligible for 18 days (Casual -12, Sick -6) paid time off and 10 holidays. As we are supporting USA based customers, we observe designated USA and Indian holidays. In addition, after 12 months of service with our firm, you will be eligible to receive 12 days of earned leave per year.

2. **Employee Provident Fund**

   All full-time employees in India are eligible for Employee Provident Fund. The company will contribute 12% of your base pay towards your provident fund.

3. **ESI**

   All full-time employees in India who are earning up to 21,000 are eligible for ESI. The company will contribute 3.75% of your Gross pay towards your ESI.

Our HR team will reach-out to you in setting up your salary account. Your pay and placement bonuses will be directly credited at the end of each month.

Your employment will be governed by the rules, regulations of labour law and policies of the company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.

We request you to please carry a signed copy of the offer letter on the day of your joining along with the list of documents which are mentioned in **Annexure IV: Required Documents**.

Welcome to Arthur Grand Technologies. We wish you a long, rewarding and fulfilling career with us.

Yours Sincerely,

Mohamed Mukthar
Director
Arthur Grand Technologies Pvt., Ltd.
hr@arthurgrand.in

I have read, understood, and agree to the terms and conditions and the annexures as set forth in this offer letter.

_____
(Your Signature with Date)

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable), Graduation and Post-Graduation examination which includes successful completion of your final semester/year without any pending arrears/back logs during the entire course duration. As per the Arthur Grand Technologies eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

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

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

2. **Training Period**

You will be required to undergo both classroom and on the job training for 6 months or less (probation period) during which period you will be evaluated for satisfactory performance after which Arthur Grand Technologies will make you a full-time employee.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, Arthur Grand Technologies may terminate your forthwith. However, Arthur Grand Technologies may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory.

Upon your confirmation, if your services are not found satisfactory, Arthur Grand Technologies reserves the right to terminate your services at any time with or without cause. The terms and conditions of the training will be governed by Arthur Grand Technologies' training policy. Arthur Grand Technologies reserves the right to modify or amend the training policy at any time.

If you remain absent for a consecutive period of 7 days without prior approval during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of trainees without any further intimation/separate communication to you.

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

3. Working Hours

You will be required to work in night shifts and/or in extended working hours as permitted by law. You may be required to work beyond your existing working hours depending upon the business requirements/exigencies from time to time.

4. Compensation Structure/Salary components

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

5. Increments and Promotions

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

6. Alternative Occupation/Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of Arthur Grand Technologies, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission from Arthur Grand Technologies.

7. Confidentiality Agreement

As part of the joining formalities, you are required to sign a confidentiality agreement, which aims to protect the intellectual property rights and business information of Arthur Grand Technologies and its clients.

8. Notice Period

Either party can terminate the contract with a notice period of 1 month after completing the mandatory service of 1 year. Notice period is considered to start from the point the relieving letter is received and approved by the manager. However, when situations warrant, as in the case of breach of policies, the company may decide to terminate the contract with immediate effect.

If you are covered under Deputation Agreement/International Assignment Agreement, either you or Arthur Grand Technologies can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of Arthur Grand Technologies. Arthur Grand Technologies reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

9. Retirement

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

10. Employment of Non-Indian Citizens

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

11. Background Check

Your association with Arthur Grand Technologies will be subject to a background check in line with Arthur Grand Technologies' background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within 1 month of joining. If the background check reveals unfavorable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

12. Training Program

On joining Arthur Grand Technologies, you will be given the benefit of Class room and on the job training at our offices. The said training forms a critical part of your employment with Arthur Grand Technologies and is an ongoing process.

Arthur Grand Technologies continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment must come from you. As Arthur Grand Technologies progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to different roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

13. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of Arthur Grand Technologies as applicable to you and the changes therein from time to time.

14. Compliance to all Clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

successfully would entitle Arthur Grand Technologies to withdraw this offer letter anytime at its sole discretion.

15. Private Information Policy
You will be bound by the Arthur Grand Technologies Information Policy as described in Annex II for holding in confidence any trade secrets or confidential business and technical information of the Company or its clients.

16. Condition of Hire
All appointments are based on the information furnished by you in your employment application and all further declarations and undertakings. Hence, any false statement or information furnished as above will lead to your dismissal without notice.

17. Intellectual Properties
Additionally, you will also be bound by the Arthur Grand Technologies policy with respect to Intellectual Property as described in Annexure II.

18. Non-Competition
In the event that you leave the Company either initiated by yourself or the Company, you shall not recruit any employee from the Company directly or indirectly for a period of 12 months commencing the last day of your employment with the Company.

19. Leave of Absence
In case you are absent yourself from duty continuously, without prior authorization, for 7 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 the contract of employment by you. In such circumstances, the Management will have the discretion of (a) adjusting salary against the notice period of such abandonment (b) presume that you have voluntarily abandoned the services of the company and strike off your name from the rolls of the Company

20. Governing Law
The terms and conditions as stipulated above shall be interpreted in accordance with the laws of India. In the event of any dispute, the parties shall submit to the exclusive jurisdiction of the Courts of India.

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 member of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice.

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Withdrawal of Offer

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

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

We look forward to having you in our global team.

Yours Sincerely,

Mohamed Mukthar
Director
Arthur Grand Technologies Pvt., Ltd.
mukthar@arthurgrand.com

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Attachments

1. **Annexure I: Private information**
2. **Annexure II: Intellectual Property**
3. **Annexure III: Non-compete Agreement**
4. **Annexure IV: Required Documents Checklist**

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure I: Private Information

The employee agrees with Arthur Grand Technologies that:

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

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

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

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

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

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

I have read, understood, and agree to the Annexure.

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(Your Signature with Date)

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Arthur Grand Technologies Private Limited

Annexure II: Intellectual Property

The employee agrees with Arthur Grand Technologies that:

Except as otherwise may be agreed by the Company in writing, in consideration of the employment of the employee by the Company, and free of any additional obligations of the Company to make additional payment to the employee, the employee agrees to irrevocably assign to the Company any and all inventions, software, manuscripts, documentation, improvements or other intellectual property, whether or not protectable by any national or state laws relating to the protection of intellectual property, relating to the present or future business of the Company that are developed by the employee prior to the termination of his/her employment with the Company, either alone or jointly with others, and whether or not developed during normal business hours or arising in the scope of his/her duties of employment.

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

I have read, understood, and agree to the Annexure.

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All documents, plans, drawings, prints, trade secrets, technical information, reports, statements, correspondence etc., written, or unwritten and also information and instructions that pass through you or come to your knowledge shall be treated as confidential. You shall not utilize them for your own use or disclose to other persons during or after your employment.

During the course of employment with the Company, you will acquire, gain, generate, gather and develop knowledge of and be given access to business information about products activities, know– how, methods or refinements and business plans and business secrets and other information concerning the products / services business of the Company, hereinafter called the "SECRETS". You will be liable for prosecution for damages for divulgence, sharing or parting any of such information during course of employment and on cessation for a 2-year period.

During the course of employment with the Company, you will acquire, gain, gather and develop knowledge of our clients and our competitors hereinafter called the "CLIENT AND COMPETITOR SECRETS". You will be liable for prosecution for damages for seeking employment or getting employed with any client of Arthur Grand Technologies or any competitor of Arthur Grand Technologies directly indirectly or divulgence, sharing or parting any of such information during course of employment and on cessation for a 2-year period.

I have read, understood, and agree to the Annexure.

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(Your Signature with Date)

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Arthur Grand Technologies Private Limited

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7. **An affidavit/notarized undertaking stating:**

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Ref: AGT/NH2021354/Trichy

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No 169, 10th Main Road, Ponnagar,
Trichy - 620001,
Tamil Nadu, India
Tel: +91 63 8536 9529
www.arthurgrand.com

Sep 01, 2021

Mr. NAGANATHAN P
23A Ambetkar Nagar Kolarangam,
Airport, Trichy 7.

Dear Naganathan,

Congratulations! Arthur Grand Technologies Private Limited is delighted to extend this offer of employment to you as a **Recruitment Associate Trainee**. Your start date is on **Sep 27th, 2021.** Your gross annual remuneration (CTC) will be ₹**2,33,855.** Taxes (Professional, Income Tax [if applicable]) will be deducted as per the government norms. Your appraisal will take place based on your performance after successful completion of 6 months from your joining date. A detailed salary structure and benefits are given below.

Salary Split up:

Pay Type	Monthly	Annual
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*Paid after the resource completes 3 months with our firm. No placement payment will be made if the resource leaves before the 3-month period.

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Bonus Potential:

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Employee Benefits

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   After confirmation as a full-time employee, you are eligible for 18 days (Casual -12, Sick -6) paid time off and 10 holidays. As we are supporting USA based customers, we observe designated USA and Indian holidays. In addition, after 12 months of service with our firm, you will be eligible to receive 12 days of earned leave per year.

2. **Employee Provident Fund**

   All full-time employees in India are eligible for Employee Provident Fund. The company will contribute 12% of your base pay towards your provident fund.

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   All full-time employees in India who are earning up to 21,000 are eligible for ESI. The company will contribute 3.75% of your Gross pay towards your ESI.

Our HR team will reach-out to you in setting up your salary account. Your pay and placement bonuses will be directly credited at the end of each month.

Your employment will be governed by the rules, regulations of labour law and policies of the company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.

We request you to please carry a signed copy of the offer letter on the day of your joining along with the list of documents which are mentioned in **Annexure IV: Required Documents**.

Welcome to Arthur Grand Technologies. We wish you a long, rewarding and fulfilling career with us.

Yours Sincerely,

Mohamed Mukthar
Director
Arthur Grand Technologies Pvt., Ltd.
hr@arthurgrand.in

I have read, understood, and agree to the terms and conditions and the annexures as set forth in this offer letter.

_____
(Your Signature with Date)

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable), Graduation and Post-Graduation examination which includes successful completion of your final semester/year without any pending arrears/back logs during the entire course duration. As per the Arthur Grand Technologies eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

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

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

2. **Training Period**

You will be required to undergo both classroom and on the job training for 6 months or less (probation period) during which period you will be evaluated for satisfactory performance after which Arthur Grand Technologies will make you a full-time employee.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, Arthur Grand Technologies may terminate your forthwith. However, Arthur Grand Technologies may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory.

Upon your confirmation, if your services are not found satisfactory, Arthur Grand Technologies reserves the right to terminate your services at any time with or without cause. The terms and conditions of the training will be governed by Arthur Grand Technologies' training policy. Arthur Grand Technologies reserves the right to modify or amend the training policy at any time.

If you remain absent for a consecutive period of 7 days without prior approval during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of trainees without any further intimation/separate communication to you.

Arthur Grand Technologies Private Limited
Stony Meadows, No: 169, First Floor, 10th Main Road, Ponnagar, Tiruchirappalli, Tamil Nadu -620 001, India
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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

3. Working Hours

You will be required to work in night shifts and/or in extended working hours as permitted by law. You may be required to work beyond your existing working hours depending upon the business requirements/exigencies from time to time.

4. Compensation Structure/Salary components

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

5. Increments and Promotions

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

6. Alternative Occupation/Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of Arthur Grand Technologies, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission from Arthur Grand Technologies.

7. Confidentiality Agreement

As part of the joining formalities, you are required to sign a confidentiality agreement, which aims to protect the intellectual property rights and business information of Arthur Grand Technologies and its clients.

8. Notice Period

Either party can terminate the contract with a notice period of 1 month after completing the mandatory service of 1 year. Notice period is considered to start from the point the relieving letter is received and approved by the manager. However, when situations warrant, as in the case of breach of policies, the company may decide to terminate the contract with immediate effect.

If you are covered under Deputation Agreement/International Assignment Agreement, either you or Arthur Grand Technologies can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of Arthur Grand Technologies. Arthur Grand Technologies reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

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9. Retirement

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

10. Employment of Non-Indian Citizens

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

11. Background Check

Your association with Arthur Grand Technologies will be subject to a background check in line with Arthur Grand Technologies' background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within 1 month of joining. If the background check reveals unfavorable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

12. Training Program

On joining Arthur Grand Technologies, you will be given the benefit of Class room and on the job training at our offices. The said training forms a critical part of your employment with Arthur Grand Technologies and is an ongoing process.

Arthur Grand Technologies continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment must come from you. As Arthur Grand Technologies progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to different roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

13. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of Arthur Grand Technologies as applicable to you and the changes therein from time to time.

14. Compliance to all Clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests

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successfully would entitle Arthur Grand Technologies to withdraw this offer letter anytime at its sole discretion.

15. Private Information Policy
You will be bound by the Arthur Grand Technologies Information Policy as described in Annex II for holding in confidence any trade secrets or confidential business and technical information of the Company or its clients.

16. Condition of Hire
All appointments are based on the information furnished by you in your employment application and all further declarations and undertakings. Hence, any false statement or information furnished as above will lead to your dismissal without notice.

17. Intellectual Properties
Additionally, you will also be bound by the Arthur Grand Technologies policy with respect to Intellectual Property as described in Annexure II.

18. Non-Competition
In the event that you leave the Company either initiated by yourself or the Company, you shall not recruit any employee from the Company directly or indirectly for a period of 12 months commencing the last day of your employment with the Company.

19. Leave of Absence
In case you are absent yourself from duty continuously, without prior authorization, for 7 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 the contract of employment by you. In such circumstances, the Management will have the discretion of (a) adjusting salary against the notice period of such abandonment (b) presume that you have voluntarily abandoned the services of the company and strike off your name from the rolls of the Company

20. Governing Law
The terms and conditions as stipulated above shall be interpreted in accordance with the laws of India. In the event of any dispute, the parties shall submit to the exclusive jurisdiction of the Courts of India.

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 member of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice.

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Withdrawal of Offer

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

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

We look forward to having you in our global team.

Yours Sincerely,

Mohamed Mukthar
Director
Arthur Grand Technologies Pvt., Ltd.
mukthar@arthurgrand.com

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Attachments

1. **Annexure I: Private information**
2. **Annexure II: Intellectual Property**
3. **Annexure III: Non-compete Agreement**
4. **Annexure IV: Required Documents Checklist**

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure I: Private Information

The employee agrees with Arthur Grand Technologies that:

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

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

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

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

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

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

I have read, understood, and agree to the Annexure.

_____

(Your Signature with Date)

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure II: Intellectual Property

The employee agrees with Arthur Grand Technologies that:

Except as otherwise may be agreed by the Company in writing, in consideration of the employment of the employee by the Company, and free of any additional obligations of the Company to make additional payment to the employee, the employee agrees to irrevocably assign to the Company any and all inventions, software, manuscripts, documentation, improvements or other intellectual property, whether or not protectable by any national or state laws relating to the protection of intellectual property, relating to the present or future business of the Company that are developed by the employee prior to the termination of his/her employment with the Company, either alone or jointly with others, and whether or not developed during normal business hours or arising in the scope of his/her duties of employment.

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

I have read, understood, and agree to the Annexure.

_____

(Your Signature with Date)

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure III: Non-Compete Agreement

The employee agrees with Arthur Grand Technologies that:

During your employment you agree to provide a 1 month notice if you wish to cease employment, failure to provide notice will be treated as absconding and Arthur Grand Technologies will not be liable to clear any dues which include salaries and incentives. During and after cessation of employment with the company, you shall not indulge and/ or take part in any activity of formation of council and / or association which are found to be detrimental in the interest of the company in any way. Such an action shall be deemed as infringement to service conditions of the company and amount to causing damage to its interest and shall call for disciplinary action being taken against you, as it may deem fit and appropriate.

All documents, plans, drawings, prints, trade secrets, technical information, reports, statements, correspondence etc., written, or unwritten and also information and instructions that pass through you or come to your knowledge shall be treated as confidential. You shall not utilize them for your own use or disclose to other persons during or after your employment.

During the course of employment with the Company, you will acquire, gain, generate, gather and develop knowledge of and be given access to business information about products activities, know– how, methods or refinements and business plans and business secrets and other information concerning the products / services business of the Company, hereinafter called the "SECRETS". You will be liable for prosecution for damages for divulgence, sharing or parting any of such information during course of employment and on cessation for a 2-year period.

During the course of employment with the Company, you will acquire, gain, gather and develop knowledge of our clients and our competitors hereinafter called the "CLIENT AND COMPETITOR SECRETS". You will be liable for prosecution for damages for seeking employment or getting employed with any client of Arthur Grand Technologies or any competitor of Arthur Grand Technologies directly indirectly or divulgence, sharing or parting any of such information during course of employment and on cessation for a 2-year period.

I have read, understood, and agree to the Annexure.

_____

(Your Signature with Date)

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure IV: Required Documents Check List

1. **Permanent Account Number (PAN) Card**
   (You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary)
2. **Standard Xth and XIIth mark sheets**
3. **UG and/or PG degree certificate and mark sheets for all semester.**
4. **Passport or Aadhaar**
5. **Work permit and/or any other documentation as prescribed by Government of India (if you are not an Indian Citizen)**
6. **2 Passport sized photographs**
7. **An affidavit/notarized undertaking stating:**

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

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Arthur Grand Technologies Private Limited

Ref: AGT/NH2021355/Trichy

Sep 01, 2021

Mr. RAJARAM PANDIYAN
14/A, Subramania Nagar,
3rd Street Sabarimill Opp,
Trichy- 21.

Arthur Grand Technologies Private Limited
Stony Meadows,1st Floor,
No 169, 10th Main Road, Ponnagar,
Trichy - 620001,
Tamil Nadu, India
Tel: +91 63 6536 9529
www.arthurgrand.com

Dear Rajaram Pandiyan,

Congratulations! Arthur Grand Technologies Private Limited is delighted to extend this offer of employment to you as a **Recruitment Associate Trainee**. Your start date is on **Sep 27th, 2021.** Your gross annual remuneration (CTC) will be ₹**2,33,855.** Taxes (Professional, Income Tax [if applicable]) will be deducted as per the government norms. Your appraisal will take place based on your performance after successful completion of 6 months from your joining date. A detailed salary structure and benefits are given below.

Salary Split up:

Pay Type	Monthly	Annual
GROSS SALARY (A)	**₹ 15,600**	**₹ 1,87,200**
Basic & DA	₹ 7,800	₹ 93,600
House Rent Allowance	₹ 3,120	₹ 37,440
Special Allowance	₹ 1,080	₹ 12,960
Night Shift Allowance	₹ 3,600	₹ 43,200
TOTAL DEFERRED BENEFITS (B)	**₹ 2,005**	**₹ 46,655**
Company's Contribution to PF	₹ 1,498	₹ 17,971
Company's Contribution to ESI	₹ 507	₹ 6,084
Bonus	-	₹ 7,000
Variable Pay	-	₹ 15,600
TOTAL CTC (C) = (A + B)	**₹ 17,605**	**₹ 2,33,855**
TOTAL EMPLOYEE DEDUCTIONS (D)	**₹ 1,823**	**₹ 19,375**
Employees' Contribution to PF	₹ 1,498	₹ 17,971
Employees' Contribution to ESI	₹ 117	₹ 1,404
Professional Tax	₹ 208	₹ 2,496
NET TAKE HOME (A - D)	**₹ 13,777**	**₹ 1,65,329**
Contract Placement	₹ 10,000	Per Placement*
Fulltime Placement	₹ 20,000	Per Placement*

*Paid after the resource completes 3 months with our firm. No placement payment will be made if the resource leaves before the 3-month period.

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Bonus Potential:

You will also be eligible for Pay and/or Performance Bonus increase at the end of the year (prorated based on the joining date) depending on how well you are contributing to the growth of our practice.

Employee Benefits

1. **Annual Vacation Policy**

   After confirmation as a full-time employee, you are eligible for 18 days (Casual -12, Sick -6) paid time off and 10 holidays. As we are supporting USA based customers, we observe designated USA and Indian holidays. In addition, after 12 months of service with our firm, you will be eligible to receive 12 days of earned leave per year.

2. **Employee Provident Fund**

   All full-time employees in India are eligible for Employee Provident Fund. The company will contribute 12% of your base pay towards your provident fund.

3. **ESI**

   All full-time employees in India who are earning up to 21,000 are eligible for ESI. The company will contribute 3.75% of your Gross pay towards your ESI.

Our HR team will reach-out to you in setting up your salary account. Your pay and placement bonuses will be directly credited at the end of each month.

Your employment will be governed by the rules, regulations of labour law and policies of the company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.

We request you to please carry a signed copy of the offer letter on the day of your joining along with the list of documents which are mentioned in **Annexure IV: Required Documents**.

Welcome to Arthur Grand Technologies. We wish you a long, rewarding and fulfilling career with us.

Yours Sincerely,

Mohamed Mukthar
Director
Arthur Grand Technologies Pvt., Ltd.
hr@arthurgrand.in

I have read, understood, and agree to the terms and conditions and the annexures as set forth in this offer letter.

_____
(Your Signature with Date)

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable), Graduation and Post-Graduation examination which includes successful completion of your final semester/year without any pending arrears/back logs during the entire course duration. As per the Arthur Grand Technologies eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

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

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

We look forward to having you in our global team.

Yours Sincerely,

Mohamed Mukthar
Director
Arthur Grand Technologies Pvt., Ltd.
mukthar@arthurgrand.com

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Attachments

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

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

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

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

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

I have read, understood, and agree to the Annexure.

_____

(Your Signature with Date)

Arthur Grand Technologies Private Limited
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+91 63853 69529 • www.arthurgrand.com

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure II: Intellectual Property

The employee agrees with Arthur Grand Technologies that:

Except as otherwise may be agreed by the Company in writing, in consideration of the employment of the employee by the Company, and free of any additional obligations of the Company to make additional payment to the employee, the employee agrees to irrevocably assign to the Company any and all inventions, software, manuscripts, documentation, improvements or other intellectual property, whether or not protectable by any national or state laws relating to the protection of intellectual property, relating to the present or future business of the Company that are developed by the employee prior to the termination of his/her employment with the Company, either alone or jointly with others, and whether or not developed during normal business hours or arising in the scope of his/her duties of employment.

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

I have read, understood, and agree to the Annexure.

_____

(Your Signature with Date)

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Arthur Grand Technologies Private Limited

Annexure III: Non-Compete Agreement

The employee agrees with Arthur Grand Technologies that:

During your employment you agree to provide a 1 month notice if you wish to cease employment, failure to provide notice will be treated as absconding and Arthur Grand Technologies will not be liable to clear any dues which include salaries and incentives. During and after cessation of employment with the company, you shall not indulge and/ or take part in any activity of formation of council and / or association which are found to be detrimental in the interest of the company in any way. Such an action shall be deemed as infringement to service conditions of the company and amount to causing damage to its interest and shall call for disciplinary action being taken against you, as it may deem fit and appropriate.

All documents, plans, drawings, prints, trade secrets, technical information, reports, statements, correspondence etc., written, or unwritten and also information and instructions that pass through you or come to your knowledge shall be treated as confidential. You shall not utilize them for your own use or disclose to other persons during or after your employment.

During the course of employment with the Company, you will acquire, gain, generate, gather and develop knowledge of and be given access to business information about products activities, know– how, methods or refinements and business plans and business secrets and other information concerning the products / services business of the Company, hereinafter called the "SECRETS". You will be liable for prosecution for damages for divulgence, sharing or parting any of such information during course of employment and on cessation for a 2-year period.

During the course of employment with the Company, you will acquire, gain, gather and develop knowledge of our clients and our competitors hereinafter called the "CLIENT AND COMPETITOR SECRETS". You will be liable for prosecution for damages for seeking employment or getting employed with any client of Arthur Grand Technologies or any competitor of Arthur Grand Technologies directly indirectly or divulgence, sharing or parting any of such information during course of employment and on cessation for a 2-year period.

I have read, understood, and agree to the Annexure.

_____

(Your Signature with Date)

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure IV: Required Documents Check List

1. **Permanent Account Number (PAN) Card**
   (You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary)
2. **Standard Xth and XIIth mark sheets**
3. **UG and/or PG degree certificate and mark sheets for all semester.**
4. **Passport or Aadhaar**
5. **Work permit and/or any other documentation as prescribed by Government of India (if you are not an Indian Citizen)**
6. **2 Passport sized photographs**
7. **An affidavit/notarized undertaking stating:**

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

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Arthur Grand Technologies Private Limited

Ref: AGT/NH2021358/Trichy

Sep 01, 2021

Arthur Grand Technologies Private Limited
Stony Meadows,1st Floor,
No 169, 10th Main Road, Ponnagar,
Trichy - 620001,
Tamil Nadu, India
Tel: +91 63 6536 9529
www.arthurgrand.com

Ms. SHAHIRA BANU S
18/4A - Abdullah Street,
Kamaraj Nagar,
Ariyamangalam,
Trichy-620010.

Dear Shahira Banu,

Congratulations! Arthur Grand Technologies Private Limited is delighted to extend this offer of employment to you as a **Recruitment Associate Trainee**. Your start date is on **Sep 27th, 2021.** Your gross annual remuneration (CTC) will be ₹**2,33,855.** Taxes (Professional, Income Tax [if applicable]) will be deducted as per the government norms. Your appraisal will take place based on your performance after successful completion of 6 months from your joining date. A detailed salary structure and benefits are given below.

Salary Split up:

Pay Type	Monthly	Annual
GROSS SALARY (A)	**₹ 15,600**	**₹ 1,87,200**
Basic & DA	₹ 7,800	₹ 93,600
House Rent Allowance	₹ 3,120	₹ 37,440
Special Allowance	₹ 1,080	₹ 12,960
Night Shift Allowance	₹ 3,600	₹ 43,200
TOTAL DEFERRED BENEFITS (B)	**₹ 2,005**	**₹ 46,655**
Company's Contribution to PF	₹ 1,498	₹ 17,971
Company's Contribution to ESI	₹ 507	₹ 6,084
Bonus	-	₹ 7,000
Variable Pay	-	₹ 15,600
TOTAL CTC (C) = (A + B)	**₹ 17,605**	**₹ 2,33,855**
TOTAL EMPLOYEE DEDUCTIONS (D)	**₹ 1,823**	**₹ 19,375**
Employees' Contribution to PF	₹ 1,498	₹ 17,971
Employees' Contribution to ESI	₹ 117	₹ 1,404
Professional Tax	₹ 208	₹ 2,496
NET TAKE HOME (A - D)	**₹ 13,777**	**₹ 1,65,329**
Contract Placement	₹ 10,000	Per Placement*
Fulltime Placement	₹ 20,000	Per Placement*

*Paid after the resource completes 3 months with our firm. No placement payment will be made if the resource leaves before the 3-month period.

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Bonus Potential:

You will also be eligible for Pay and/or Performance Bonus increase at the end of the year (prorated based on the joining date) depending on how well you are contributing to the growth of our practice.

Employee Benefits

1. **Annual Vacation Policy**

   After confirmation as a full-time employee, you are eligible for 18 days (Casual -12, Sick -6) paid time off and 10 holidays. As we are supporting USA based customers, we observe designated USA and Indian holidays. In addition, after 12 months of service with our firm, you will be eligible to receive 12 days of earned leave per year.

2. **Employee Provident Fund**

   All full-time employees in India are eligible for Employee Provident Fund. The company will contribute 12% of your base pay towards your provident fund.

3. **ESI**

   All full-time employees in India who are earning up to 21,000 are eligible for ESI. The company will contribute 3.75% of your Gross pay towards your ESI.

Our HR team will reach-out to you in setting up your salary account. Your pay and placement bonuses will be directly credited at the end of each month.

Your employment will be governed by the rules, regulations of labour law and policies of the company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.

We request you to please carry a signed copy of the offer letter on the day of your joining along with the list of documents which are mentioned in **Annexure IV: Required Documents**.

Welcome to Arthur Grand Technologies. We wish you a long, rewarding and fulfilling career with us.

Yours Sincerely,

Mohamed Mukthar
Director
Arthur Grand Technologies Pvt., Ltd.
hr@arthurgrand.in

I have read, understood, and agree to the terms and conditions and the annexures as set forth in this offer letter.

_____
(Your Signature with Date)

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable), Graduation and Post-Graduation examination which includes successful completion of your final semester/year without any pending arrears/back logs during the entire course duration. As per the Arthur Grand Technologies eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

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

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

2. **Training Period**

You will be required to undergo both classroom and on the job training for 6 months or less (probation period) during which period you will be evaluated for satisfactory performance after which Arthur Grand Technologies will make you a full-time employee.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, Arthur Grand Technologies may terminate your forthwith. However, Arthur Grand Technologies may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory.

Upon your confirmation, if your services are not found satisfactory, Arthur Grand Technologies reserves the right to terminate your services at any time with or without cause. The terms and conditions of the training will be governed by Arthur Grand Technologies' training policy. Arthur Grand Technologies reserves the right to modify or amend the training policy at any time.

If you remain absent for a consecutive period of 7 days without prior approval during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of trainees without any further intimation/separate communication to you.

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

3. Working Hours

You will be required to work in night shifts and/or in extended working hours as permitted by law. You may be required to work beyond your existing working hours depending upon the business requirements/exigencies from time to time.

4. Compensation Structure/Salary components

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

5. Increments and Promotions

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

6. Alternative Occupation/Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of Arthur Grand Technologies, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission from Arthur Grand Technologies.

7. Confidentiality Agreement

As part of the joining formalities, you are required to sign a confidentiality agreement, which aims to protect the intellectual property rights and business information of Arthur Grand Technologies and its clients.

8. Notice Period

Either party can terminate the contract with a notice period of 1 month after completing the mandatory service of 1 year. Notice period is considered to start from the point the relieving letter is received and approved by the manager. However, when situations warrant, as in the case of breach of policies, the company may decide to terminate the contract with immediate effect.

If you are covered under Deputation Agreement/International Assignment Agreement, either you or Arthur Grand Technologies can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of Arthur Grand Technologies. Arthur Grand Technologies reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

9. Retirement

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

10. Employment of Non-Indian Citizens

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

11. Background Check

Your association with Arthur Grand Technologies will be subject to a background check in line with Arthur Grand Technologies' background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within 1 month of joining. If the background check reveals unfavorable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

12. Training Program

On joining Arthur Grand Technologies, you will be given the benefit of Class room and on the job training at our offices. The said training forms a critical part of your employment with Arthur Grand Technologies and is an ongoing process.

Arthur Grand Technologies continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment must come from you. As Arthur Grand Technologies progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to different roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

13. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of Arthur Grand Technologies as applicable to you and the changes therein from time to time.

14. Compliance to all Clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests

5.2.1. Average percentage of placement of outgoing students during the last five years

successfully would entitle Arthur Grand Technologies to withdraw this offer letter anytime at its sole discretion.

15. Private Information Policy
You will be bound by the Arthur Grand Technologies Information Policy as described in Annex II for holding in confidence any trade secrets or confidential business and technical information of the Company or its clients.

16. Condition of Hire
All appointments are based on the information furnished by you in your employment application and all further declarations and undertakings. Hence, any false statement or information furnished as above will lead to your dismissal without notice.

17. Intellectual Properties
Additionally, you will also be bound by the Arthur Grand Technologies policy with respect to Intellectual Property as described in Annexure II.

18. Non-Competition
In the event that you leave the Company either initiated by yourself or the Company, you shall not recruit any employee from the Company directly or indirectly for a period of 12 months commencing the last day of your employment with the Company.

19. Leave of Absence
In case you are absent yourself from duty continuously, without prior authorization, for 7 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 the contract of employment by you. In such circumstances, the Management will have the discretion of (a) adjusting salary against the notice period of such abandonment (b) presume that you have voluntarily abandoned the services of the company and strike off your name from the rolls of the Company

20. Governing Law
The terms and conditions as stipulated above shall be interpreted in accordance with the laws of India. In the event of any dispute, the parties shall submit to the exclusive jurisdiction of the Courts of India.

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 member of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice.

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Withdrawal of Offer

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

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

We look forward to having you in our global team.

Yours Sincerely,

Mohamed Mukthar
Director
Arthur Grand Technologies Pvt., Ltd.
mukthar@arthurgrand.com

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Attachments

1. **Annexure I: Private information**
2. **Annexure II: Intellectual Property**
3. **Annexure III: Non-compete Agreement**
4. **Annexure IV: Required Documents Checklist**

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure I: Private Information

The employee agrees with Arthur Grand Technologies that:

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

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

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

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

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

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

I have read, understood, and agree to the Annexure.

(Your Signature with Date)

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure II: Intellectual Property

The employee agrees with Arthur Grand Technologies that:

Except as otherwise may be agreed by the Company in writing, in consideration of the employment of the employee by the Company, and free of any additional obligations of the Company to make additional payment to the employee, the employee agrees to irrevocably assign to the Company any and all inventions, software, manuscripts, documentation, improvements or other intellectual property, whether or not protectable by any national or state laws relating to the protection of intellectual property, relating to the present or future business of the Company that are developed by the employee prior to the termination of his/her employment with the Company, either alone or jointly with others, and whether or not developed during normal business hours or arising in the scope of his/her duties of employment.

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

I have read, understood, and agree to the Annexure.

_____

(Your Signature with Date)

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure III: Non-Compete Agreement

The employee agrees with Arthur Grand Technologies that:

During your employment you agree to provide a 1 month notice if you wish to cease employment, failure to provide notice will be treated as absconding and Arthur Grand Technologies will not be liable to clear any dues which include salaries and incentives. During and after cessation of employment with the company, you shall not indulge and/ or take part in any activity of formation of council and / or association which are found to be detrimental in the interest of the company in any way. Such an action shall be deemed as infringement to service conditions of the company and amount to causing damage to its interest and shall call for disciplinary action being taken against you, as it may deem fit and appropriate.

All documents, plans, drawings, prints, trade secrets, technical information, reports, statements, correspondence etc., written, or unwritten and also information and instructions that pass through you or come to your knowledge shall be treated as confidential. You shall not utilize them for your own use or disclose to other persons during or after your employment.

During the course of employment with the Company, you will acquire, gain, generate, gather and develop knowledge of and be given access to business information about products activities, know– how, methods or refinements and business plans and business secrets and other information concerning the products / services business of the Company, hereinafter called the "SECRETS". You will be liable for prosecution for damages for divulgence, sharing or parting any of such information during course of employment and on cessation for a 2-year period.

During the course of employment with the Company, you will acquire, gain, gather and develop knowledge of our clients and our competitors hereinafter called the "CLIENT AND COMPETITOR SECRETS". You will be liable for prosecution for damages for seeking employment or getting employed with any client of Arthur Grand Technologies or any competitor of Arthur Grand Technologies directly indirectly or divulgence, sharing or parting any of such information during course of employment and on cessation for a 2-year period.

I have read, understood, and agree to the Annexure.

_____

(Your Signature with Date)

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure IV: Required Documents Check List

1. **Permanent Account Number (PAN) Card**
   (You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary)
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6. **2 Passport sized photographs**
7. **An affidavit/notarized undertaking stating:**

   *There is no criminal offence registered/pending against you
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5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Ref: AGT/NH2021360/Trichy

Sep 01, 2021

MR. THUFAIL
PARAMBIL HOUSE, PAZHUR POST
MAVOOR VIA, KOZHIKODE
KERALA - 673661.

Arthur Grand Technologies Private Limited
Stony Meadows,1st Floor,
No 169, 10th Main Road, Ponnagar,
Trichy - 620001,
Tamil Nadu, India
Tel: +91 63 6536 9529
www.arthurgrand.com

Dear Thufail,

Congratulations! Arthur Grand Technologies Private Limited is delighted to extend this offer of employment to you as a **Recruitment Associate Trainee**. Your start date is on **Sep 27th, 2021.** Your gross annual remuneration (CTC) will be ₹**2,33,855.** Taxes (Professional, Income Tax [if applicable]) will be deducted as per the government norms. Your appraisal will take place based on your performance after successful completion of 6 months from your joining date. A detailed salary structure and benefits are given below.

Salary Split up:

Pay Type	Monthly	Annual
GROSS SALARY (A)	**₹ 15,600**	**₹ 1,87,200**
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Special Allowance	₹ 1,080	₹ 12,960
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TOTAL DEFERRED BENEFITS (B)	**₹ 2,005**	**₹ 46,655**
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Company's Contribution to ESI	₹ 507	₹ 6,084
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Fulltime Placement	₹ 20,000	Per Placement*

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Arthur Grand Technologies Private Limited

Bonus Potential:

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Employee Benefits

1. **Annual Vacation Policy**

   After confirmation as a full-time employee, you are eligible for 18 days (Casual -12, Sick -6) paid time off and 10 holidays. As we are supporting USA based customers, we observe designated USA and Indian holidays. In addition, after 12 months of service with our firm, you will be eligible to receive 12 days of earned leave per year.

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Our HR team will reach-out to you in setting up your salary account. Your pay and placement bonuses will be directly credited at the end of each month.

Your employment will be governed by the rules, regulations of labour law and policies of the company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.

We request you to please carry a signed copy of the offer letter on the day of your joining along with the list of documents which are mentioned in **Annexure IV: Required Documents**.

Welcome to Arthur Grand Technologies. We wish you a long, rewarding and fulfilling career with us.

Yours Sincerely,

Mohamed Mukthar
Director
Arthur Grand Technologies Pvt., Ltd.
hr@arthurgrand.in

I have read, understood, and agree to the terms and conditions and the annexures as set forth in this offer letter.

_____
(Your Signature with Date)

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

TERMS AND CONDITIONS

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Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable), Graduation and Post-Graduation examination which includes successful completion of your final semester/year without any pending arrears/back logs during the entire course duration. As per the Arthur Grand Technologies eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

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

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

2. **Training Period**

You will be required to undergo both classroom and on the job training for 6 months or less (probation period) during which period you will be evaluated for satisfactory performance after which Arthur Grand Technologies will make you a full-time employee.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, Arthur Grand Technologies may terminate your forthwith. However, Arthur Grand Technologies may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory.

Upon your confirmation, if your services are not found satisfactory, Arthur Grand Technologies reserves the right to terminate your services at any time with or without cause. The terms and conditions of the training will be governed by Arthur Grand Technologies' training policy. Arthur Grand Technologies reserves the right to modify or amend the training policy at any time.

If you remain absent for a consecutive period of 7 days without prior approval during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of trainees without any further intimation/separate communication to you.

Arthur Grand Technologies Private Limited
Stony Meadows, No: 169, First Floor, 10th Main Road, Ponnagar, Tiruchirappalli, Tamil Nadu -620 001, India
+91 63853 69529 • www.arthurgrand.com

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

3. Working Hours

You will be required to work in night shifts and/or in extended working hours as permitted by law. You may be required to work beyond your existing working hours depending upon the business requirements/exigencies from time to time.

4. Compensation Structure/Salary components

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

5. Increments and Promotions

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

6. Alternative Occupation/Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of Arthur Grand Technologies, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission from Arthur Grand Technologies.

7. Confidentiality Agreement

As part of the joining formalities, you are required to sign a confidentiality agreement, which aims to protect the intellectual property rights and business information of Arthur Grand Technologies and its clients.

8. Notice Period

Either party can terminate the contract with a notice period of 1 month after completing the mandatory service of 1 year. Notice period is considered to start from the point the relieving letter is received and approved by the manager. However, when situations warrant, as in the case of breach of policies, the company may decide to terminate the contract with immediate effect.

If you are covered under Deputation Agreement/International Assignment Agreement, either you or Arthur Grand Technologies can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of Arthur Grand Technologies. Arthur Grand Technologies reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

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Arthur Grand Technologies Private Limited

9. Retirement

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

10. Employment of Non-Indian Citizens

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

11. Background Check

Your association with Arthur Grand Technologies will be subject to a background check in line with Arthur Grand Technologies' background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within 1 month of joining. If the background check reveals unfavorable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

12. Training Program

On joining Arthur Grand Technologies, you will be given the benefit of Class room and on the job training at our offices. The said training forms a critical part of your employment with Arthur Grand Technologies and is an ongoing process.

Arthur Grand Technologies continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment must come from you. As Arthur Grand Technologies progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to different roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

13. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of Arthur Grand Technologies as applicable to you and the changes therein from time to time.

14. Compliance to all Clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests

5.2.1. Average percentage of placement of outgoing students during the last five years

successfully would entitle Arthur Grand Technologies to withdraw this offer letter anytime at its sole discretion.

15. Private Information Policy
You will be bound by the Arthur Grand Technologies Information Policy as described in Annex II for holding in confidence any trade secrets or confidential business and technical information of the Company or its clients.

16. Condition of Hire
All appointments are based on the information furnished by you in your employment application and all further declarations and undertakings. Hence, any false statement or information furnished as above will lead to your dismissal without notice.

17. Intellectual Properties
Additionally, you will also be bound by the Arthur Grand Technologies policy with respect to Intellectual Property as described in Annexure II.

18. Non-Competition
In the event that you leave the Company either initiated by yourself or the Company, you shall not recruit any employee from the Company directly or indirectly for a period of 12 months commencing the last day of your employment with the Company.

19. Leave of Absence
In case you are absent yourself from duty continuously, without prior authorization, for 7 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 the contract of employment by you. In such circumstances, the Management will have the discretion of (a) adjusting salary against the notice period of such abandonment (b) presume that you have voluntarily abandoned the services of the company and strike off your name from the rolls of the Company

20. Governing Law
The terms and conditions as stipulated above shall be interpreted in accordance with the laws of India. In the event of any dispute, the parties shall submit to the exclusive jurisdiction of the Courts of India.

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 member of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice.

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Withdrawal of Offer

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

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

We look forward to having you in our global team.

Yours Sincerely,

Mohamed Mukthar
Director
Arthur Grand Technologies Pvt., Ltd.
mukthar@arthurgrand.com

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Attachments

1. **Annexure I: Private information**
2. **Annexure II: Intellectual Property**
3. **Annexure III: Non-compete Agreement**
4. **Annexure IV: Required Documents Checklist**

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure I: Private Information

The employee agrees with Arthur Grand Technologies that:

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

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

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

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

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

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

I have read, understood, and agree to the Annexure.

_____

(Your Signature with Date)

Arthur Grand Technologies Private Limited
Stony Meadows, No: 169, First Floor, 10th Main Road, Ponnagar, Tiruchirappalli, Tamil Nadu -620 001, India
+91 63853 69529 • www.arthurgrand.com

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure II: Intellectual Property

The employee agrees with Arthur Grand Technologies that:

Except as otherwise may be agreed by the Company in writing, in consideration of the employment of the employee by the Company, and free of any additional obligations of the Company to make additional payment to the employee, the employee agrees to irrevocably assign to the Company any and all inventions, software, manuscripts, documentation, improvements or other intellectual property, whether or not protectable by any national or state laws relating to the protection of intellectual property, relating to the present or future business of the Company that are developed by the employee prior to the termination of his/her employment with the Company, either alone or jointly with others, and whether or not developed during normal business hours or arising in the scope of his/her duties of employment.

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

I have read, understood, and agree to the Annexure.

_____

(Your Signature with Date)

Arthur Grand Technologies Private Limited
Stony Meadows, No: 169, First Floor, 10th Main Road, Ponnagar, Tiruchirappalli, Tamil Nadu -620 001, India
+91 63853 69529 • www.arthurgrand.com

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure III: Non-Compete Agreement

The employee agrees with Arthur Grand Technologies that:

During your employment you agree to provide a 1 month notice if you wish to cease employment, failure to provide notice will be treated as absconding and Arthur Grand Technologies will not be liable to clear any dues which include salaries and incentives. During and after cessation of employment with the company, you shall not indulge and/ or take part in any activity of formation of council and / or association which are found to be detrimental in the interest of the company in any way. Such an action shall be deemed as infringement to service conditions of the company and amount to causing damage to its interest and shall call for disciplinary action being taken against you, as it may deem fit and appropriate.

All documents, plans, drawings, prints, trade secrets, technical information, reports, statements, correspondence etc., written, or unwritten and also information and instructions that pass through you or come to your knowledge shall be treated as confidential. You shall not utilize them for your own use or disclose to other persons during or after your employment.

During the course of employment with the Company, you will acquire, gain, generate, gather and develop knowledge of and be given access to business information about products activities, know– how, methods or refinements and business plans and business secrets and other information concerning the products / services business of the Company, hereinafter called the "SECRETS". You will be liable for prosecution for damages for divulgence, sharing or parting any of such information during course of employment and on cessation for a 2-year period.

During the course of employment with the Company, you will acquire, gain, gather and develop knowledge of our clients and our competitors hereinafter called the "CLIENT AND COMPETITOR SECRETS". You will be liable for prosecution for damages for seeking employment or getting employed with any client of Arthur Grand Technologies or any competitor of Arthur Grand Technologies directly indirectly or divulgence, sharing or parting any of such information during course of employment and on cessation for a 2-year period.

I have read, understood, and agree to the Annexure.

_____

(Your Signature with Date)

Arthur Grand Technologies Private Limited
Stony Meadows, No: 169, First Floor, 10th Main Road, Ponnagar, Tiruchirappalli, Tamil Nadu -620 001, India
+91 63853 69529 • www.arthurgrand.com

5.2.1. Average percentage of placement of outgoing students during the last five years

Arthur Grand Technologies Private Limited

Annexure IV: Required Documents Check List

1. **Permanent Account Number (PAN) Card**
   (You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary)
2. **Standard Xth and XIIth mark sheets**
3. **UG and/or PG degree certificate and mark sheets for all semester.**
4. **Passport or Aadhaar**
5. **Work permit and/or any other documentation as prescribed by Government of India (if you are not an Indian Citizen)**
6. **2 Passport sized photographs**
7. **An affidavit/notarized undertaking stating:**

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

Arthur Grand Technologies Private Limited
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+91 63853 69529 • www.arthurgrand.com

5.2.1. Average percentage of placement of outgoing students during the last five years

AVASOFT
SHAPING NEXT GEN

Oct-21

Mr. Abdul Rahim Sait Z
4A1, Kg Layout, 4th Cross KK Pudur
Saibaba Colony
Coimbatore - 641004

Dear Abdul Rahim,

Thank you for your interest in AVA SOFTWARE Pvt. Ltd. Subsequent to our discussion with you, we are delighted to extend you an offer to join AVASOFT. We believe you can play an important role in our rapid growth and success and look forward to welcoming you to the AVASOFT family.

Position

You will be undergoing an internship with AVASOFT for a period of 6 months and you will be designated as Trainee Engineer and will be paid a stipend of Rs.10,000/- per month subject to PF & ESI from the date of joining. After successful completion of your internship you will be designated as Software Engineer and your CTC would be Rs. 3/- Lakhs per annum (Rupees Three Lakhs only) is inclusive of basic salary, HRA, medical and regular conveyance which is effective from the date of employment.

Probation

You will be on probation from your date of joining for a period of twelve months as Software Engineer. You will continue to do so until the company confirms your services in writing, based on your conduct and performance during this period meeting the standards of the company.

Compensation

Your total cost to AVASOFT will be **Rs. 3/- Lakhs per annum** (Rupees Three Lakhs only) subject to Tax deduction. Further details are furnished in Annexure-1

5.2.1. Average percentage of placement of outgoing students during the last five years

AVASOFT
SHAPING NEXT GEN

Confidentiality and Non Disclosure

You are expected to maintain utmost secrecy in regard to the affairs of the company and shall keep confidential all information , instruments, documents, etc relating to the company that may come to your professional knowledge during your assignment With the company.

Conflict of interest Guidelines.

You shall diligently adhere to the following guidelines and policy of the company and 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. Accordingly , you must avoid activities, which are in conflict, or give the appearance of being in conflict, with these principles and with the interests of the company

Roles and Responsibilities

The roles, responsibilities and duties appropriate to your designation or your employment, will be specified by Company from time to time. Company may at any time, in its sole discretion, upon notice to you, alter or otherwise modify these roles, responsibilities and duties. Further, at any time, you may be required to provide services, directly or indirectly, to Company and its affiliates and their employees, contractors and clients. In view of the trust and confidence reposed in you, you must effectively perform to ensure results and you will be expected to work extra hours to achieve the set targets, whenever the job so requires.

Working Hours

You are expected to comply with the normal working hours(discussed during the interview) as declared by the Company or project requirements. You may be required to work on a shift basis. Company may, at any time and its sole discretion, change the shift timings upon notice to you.

AVA Software Pvt. Ltd.,
Bayline Infocity Limited, 1st Floor, Block 2, 33, Rajiv Gandhi Salai,
Navalur, Chennai - 600 130
Website: http://www.avasoft.com

5.2.1. Average percentage of placement of outgoing students during the last five years

AVASOFT
SHAPING NEXT GEN

Leave Eligibility:

You are entitled to Leave benefits during your employement with the company. Annual Eligibility of Earned Leave will depend on the length of service of the associate. Associates are also entitled to sick leave and any associate shall be entitled to maternity/paternity leave and benefits specific to gender. Detailed terms and conditions relating to leave eligibility is provided as relavant policies on the intranet. All these policies are subject to change and you shall abide by the updated policies.

Health Insurance

The Company will insure you, your spouse and a maximum of 2 Children as dependents for Hospitalization as per the policy for an amount of Rs.2,00,000/-per annum per individual. Details would be made available on joining.

Termination & Recovery

(i) The Company may terminate this contract and the Employee's employment at any time.

(ii) Upon termination of employment with the company, the Employee shall forthwith return to the company all the assets and property of the company i.e., documents, files, books paper, memos, or any other property of the company in your possession or under Employee control.

(iii) The employee shall commit to be in the employment of the company at least for a period of 24 months, considering the substantial expenditure incurred by the Employer Company in India and Overseas towards training/certification on Employee's account. In case if any employee decides to resign any time after the 1st month of internship/training Period without serving the 24 months service with us as a full-term employee after completing 6 months internship, the Employee shall be liable to compensate the Employer a sum of Rs. 1,50,000/- (Rupees One Lakh and Fifty thousand Only) to cover the loss incurred by the Employer in recruiting/training Employee and also for similar expenses to be incurred by the Employer on another person to be inducted as successor in the office and also considering disruption in continuity in the office, failing which will lead to legal action.

AVA Software Pvt. Ltd.,
Bayline Infocity Limited, 1st Floor, Block 2, 33, Rajiv Gandhi Salai,
Navalur, Chennai - 600 130
Website: http://www.avasoft.com

AVASOFT
SHAPING NEXT GEN

(iv) Employee undertakes that he/she will not take up any other employment while he/she is under the contract and further undertakes to obtain prior consent from the Company before taking up any other employment.

(v) In case wherein the employee resigns within a period of 24 months from the date of Joining, the entire amount of expenses reimbursed/buy out cost/Joining Bonus/relocation expense/Certification cost paid to him/her will be recovered as part of the full and final settlement.

Non – Competition

(a) It is further acknowledged and agreed that following termination of the employee's employment with the Company for any reason the employee shall not hire or attempt to hire any current employees of Company.

(b) It is further acknowledged and agreed that following termination of the employee's employment with the Company for any reason the employee shall not solicit business from current clients or clients who have retained the Company in the 2 years period immediately preceding the employee's termination.

Notice Period

The employee may terminate the contract of employment by giving 3 months written notice to the Company. The waiver of notice period fully or partially is at the Company's sole discretion. However, Company will also be entitled to terminate the contract of employment without assigning any reasons thereof.

Pre-Employment Screening:

The employment offer is contingent upon the satisfactory outcome of the pre-employment screening activities(including background checks, reference check of former employment/s or such other checks as may be deemed right by the company). Please be advised that company's policy provides that misrepresentation of an individual's qualifications, credentials etc in securing employment at the company may be grounds of dismissal with immediate effect.

5.2.1. Average percentage of placement of outgoing students during the last five years

AVASOFT
SHAPING NEXT GEN

Professional Ethics:

As an organistion which believes in professionalism and performance every employee will be expected to uphold professional ethics when dealing with company's money, material, documents and assets, and violation of the Company's code or leakage of the Company's trade/business secrets that is directly or indirectly attributable to the concerned person. If you are found guilty , at any point of time , of moral turpitude or dishonesty in dealing with the Company's money, material or documents or of theft of misappropriation regardless of the value involved, your services would be terminated with immediate effect, notwithstanding other terms and conditions mentioned in this letter. Also you would be liable to pay the damage quantified by the Company for breach of any terms and conditions mentioned in this letter. You shall not divulge, communicate or pass on any information, secrets which you may come to possess as a result of your employment with the company to any outsider or to anyone not employed by the company. Company information on devices, media, social media, e-mail, fax, printout or photos need to be handled with strict confidentiality. You shall not communicate, in any manner, any information regarding your remuneration/terms of employment to any other employee of the company except your immediate superior. Indulgence in such activities or any violation of this norm shall lead to termination of your service immediately and will be taken proper legal actions.

5.2.1. Average percentage of placement of outgoing students during the last five years

Dispute

Any dispute that arises between parties will be referred to the Sole Arbitrator appointed by the Employer and the same is governed by the Arbitration and conciliation Act 1996. Any dispute between us and employee will be handled in Chennai courts only.

Upon joining you will be expected to follow the 'Employment terms and conditions' document with us which will outline the basic expectations from employees.

Kindly sign the copy of this letter as a token of your acceptance and return it to the undersigned on or before 25th Oct 2021.

Sincerely,

Anthea Vicky

Human Resources

AVA Software Pvt. Ltd.,
Bayline Infocity Limited, 1st Floor, Block 2, 33, Rajiv Gandhi Salai,
Navalur, Chennai - 600 130
Website: http://www.avasoft.com

5.2.1. Average percentage of placement of outgoing students during the last five years

AVASOFT
SHAPING NEXT GEN

Compensation Break Up		
Name	**Abdul Rahim Sait Z**	
Designation	**Trainee Engineer**	
A – Base Component	**Monthly (Rs.)**	**Annual (Rs.)**
Basic	15000	180000
HRA	7500	90000
Total of A	**22500**	**270000**
B – Basket of Allowances		
Medical Allowances	700	8400
Total of B	**700**	**8400**
C- Retirals		
Provident Fund	1800	21600
Total of C	**1800**	**21600**
Total (A+B+C)	**25000**	**300000**

For AVA SOFTWARE Pvt. Ltd.,

S. Anthea

Anthea Vicky

Human Resources

To AVA SOFTWARE Pvt. Ltd.,

Abdul Rahim Sait Z

Trainee Engineer

AVA Software Pvt. Ltd.,
Bayline Infocity Limited, 1st Floor, Block 2, 33, Rajiv Gandhi Salai,
Navalur, Chennai - 600 130
Website: http://www.avasoft.com

5.2.1. Average percentage of placement of outgoing students during the last five years

AZIDUS LABORATORIES LTD

23, School Road, Rathnanagalam, Virukkal, Chennai - 600040
Ph: +91 - 44 - 2740 5264 / Fax: +91 - 44 - 2740 9754
Email: nagarathna@azidus.com / website: www.azidus.com
CIN No.: U24231TN1996PLC036136

APPOINTMENT LETTER

15-Dec-2021

To,

Ms.Navasri, V.N
E Code: A494
No.6A,Vellakarai rd,
Sattur, Virudhunagar dt,
Tamilnadu-626203.

Dear Navasri,

With reference to your application and the subsequent interview you had with us, we have pleasure in appointing you as **"Research Associate - Bioanalytical"** in the services of our company as per terms and conditions mentioned below

1. You will receive total emoluments of **Rs.1,68,000 (One Lakh Sixty Eight Thousand Rupees)/** Per annum.

2. You will be on probation for a period of **six months** from the date of your joining. The said probation period is liable to extension for a further period of six months at the discretion of the management based on your performance. During this period your services can be terminated with 24 hours notice without assigning any reason what so ever.

3. Your performance will be reviewed at the end of the probation period and if found satisfactory, you will be confirmed with due intimation in writing to you. Till such time you will be deemed to be on probation. The company expects a pleased performance of the highest order from you and would be pleased to recognize your merits which include your efforts in cultivating excellent relationship with your colleagues, subordinates and superiors.

4. After confirmation, in case the company requires dispensing with your services or you desire to resign, one month's notice or salary in lieu thereof is required to be given from either side.

AZIDUS LABORATORIES LTD

23, School Road, Rathnanagalam, Virukkal, Chennai - 600040
Ph: +91 - 44 - 2740 5264 / Fax: +91 - 44 - 2740 9754
Email: nagarathna@azidus.com / website: www.azidus.com
CIN No.: U24231TN1996PLC036136

5. You will be bound by the leave and other rules and regulations of the company inclusive of those that may be enforced from time to time. You will also be bound to execute necessary service agreement with the company as and when required.

6. Your services are transferable to other offices or places where the company has its activities.

7. You should devote your whole attention exclusively to the work connected with the organization and will not do any other direct or indirect business / work, honorary or remunerative.

8. You shall not during the continuance of your employment or at any time thereafter, divulge or disclose to any person whom so ever or make any what so ever for your own purpose or for any purpose other than that of the company, any information or knowledge obtained by you, including your salary and terms of employment, business of the company or its subsidiaries. Violation of this clause will be dealt with seriously.

9. You shall be deemed to have lost lien on your employment if you

   - Absent yourself without permission continuously for more than ten working days.
   - If you fail to report for duty on expiry of the leave granted.

10. If at times we find that the information furnished by you in your application is incorrect or untrue, your services will be liable to termination.

Please return the duplicate duly countersigned as a token of your acceptance of the above terms and conditions.

With Best Wishes

For Azidus Laboratories Ltd.,

Dr. ARJUN ARUMUGAM.G
Director.

I Agree & accept

5.2.1. Average percentage of placement of outgoing students during the last five years

BAJAJ FINSERV

STRICTLY PRIVATE AND CONFIDENTIAL

Date: 28 Jul 2021

Dear Ajithkumar,

SUBJECT: OFFER CUM EMPLOYMENT LETTER

With reference to your application and the subsequent discussions with you; we are pleased to offer you an appointment a Bajaj Finance Limited ("**Company**") on the following terms:

1. DESIGNATION & BAND

You will be designated as "**Executive - Collections**" at **GB01 Band.**

2. PERIOD OF EMPLOYMENT

2.1. Basis your confirmation that you were relieved from the services of your previous employer as of the date of your joining with Bajaj Finance Limited, please note that, your employment with Bajaj Finance Limited will commence tentatively on **12 Aug 2021** (or any other date as may be agreed by BFL, in its sole discretion) and will continue on an on-going basis, until terminated by either party, with prior notice to the other as per Clause 5.1 of this Employment Letter.

2.2. The retirement age at the Company is 60 (sixty) years. Your employment will terminate automatically and without further notice on the last day of the month in which your 60th (sixtieth) birthday falls.

3. HOURS AND PLACE OF WORK

3.1. You shall be based in our **Kalpakam** office but may be required to serve the Company in any place within or outside India, as required.

3.2. You may be required to travel nationally and internationally on the business of the Company.

3.3. You will be required to work such hours as may reasonably be expected of you and as is consistent with an appointment of this nature.

3.4. You may, at the discretion of the Company be transferred to any of the divisions, departments, in the Company, its subsidiaries, branches or associate companies and you shall abide by the standing orders and services rules prevailing in such place/ entity without entitlement to any extra remuneration.

4. SALARY

4.1. Your basic salary will be **Rs. 8,000**/- (**Rupees Eight Thousand only**) and your house rent allowance will be **Rs. 4,000**/- (**Rupees Four Thousand only**) per month. Your emoluments from the Company will be subject to tax deductions at source and other withholdings as required by law.

4.2. A detailed break-up of your compensation is attached as Annexure – A to this Employment Letter.

4.3. You hereby authorise the Company to deduct from your salary (including any salary, leave pay, sick pay and pay in lieu of notice period) all debts or sums owed by you to the Company, its subsidiaries or associate companies, including any outstanding loans (and interest thereon) due to the Company, its subsidiaries or associate companies from you.

5. TERMINATION OR RESIGNATION FROM SERVICE

The employment can, subject to the policies of the

Bajaj Finance Limited
Corporate Office: 4th Floor, Bajaj Finserv Corporate Office, Off Pune-Ahmednagar Road, Viman Nagar, Pune 411014. Maharashtra, India
Registered Office: Mumbai - Pune Road, Akurdi, Pune - 411 035, Maharashtra, India
Tel: +91 20 30405060
Fax: +91 20 30405020
Corporate ID No.: L65910MH1987PLC042961
www.bajajfinserv.in/finance

5.2.1. Average percentage of placement of outgoing students during the last five years

BAJAJ FINSERV

5.1. Company and the terms and conditions of this Employment Letter, be terminated by either party by serving **45 (Forty-five days)** written notice to the other party. The notice period of **45 (Forty-five days)** is part of the Employee Separation Policy which is available for your reference on the Company's intranet. However, the said notice period is NOT applicable in the event if your representation are found to be wrong and which resulted breach of clause 2.1.

5.2. The Company reserves the right to accept/ reject the notice pay in lieu of notice period mentioned hereinabove. The Company reserves the absolute right to terminate your services at any time without assigning any reason whatsoever by giving you notice in writing or pay in lieu of notice period.

5.3. The Company reserves the right, at its discretion and at any time during the notice period to announce to employees, clients, suppliers and customers of the Company, its subsidiaries or associate companies of your termination/ resignation. However, you expressly agree hereby not to make any announcement of your termination/ resignation unless the same has been formally intimated to you or accepted by the Company in writing, as the case may be.

5.4. You hereby agree that on or before the date of your termination from employment with the Company, you will delete any information, connection or reference between you and the Company, any client or customer of the Company, or any prospective client or customer of the Company stored in any form of Social Media. For the purposes of this Clause, Social Media means any online communication tool which facilitates the creation, publication, storage and/or exchange of user-generated content. Social Media includes (but is not limited to) Twitter, Skype, Facebook, Myspace, YouTube, Flickr, LinkedIn, Wikis, Google+ and Tumblr.

6. ANNUAL SALARY REVISION

6.1. We follow an April to March performance cycle. All salary revisions come up for review in the month of April at the sole discretion of the Company.

6.2. Employees who have joined the organization on or before October 1 in the current calendar year, may be eligible for a proportionate salary review during April of next calendar year. The increment if any, is dependent on various factors including performance of employee and would be proportionate to the months' of service rendered by the employee. Those joining after 1st October, will not be eligible for the same.

7. PERFORMANCE BASED VARIABLE BONUS/ INCENTIVE

7.1. You will be eligible to participate in the Company's variable pay programs/ incentive schemes. The payment under this program depends on your performance, the Company's performance and other parameters as the Company may decide from time to time. Please note that there is no minimum payment under this program.

7.2. Payment of this amount is subject to your being in the Company's employment and also subject to your not having resigned or serving your notice period.

7.3. You will declare your relationship, if any, with any of the directors of the Company as required by the Companies Act, 2013.

7.4. In case you are or become related to any employee of the Company, then, in the former case you will inform the Company immediately and in the latter case within 7 days of your becoming so.

7.5. You will abide by all the policies and disclosure norms of the Company that are in effect and by any amendments thereto carried out by the Company from time to time.

8. COMPANY POLICIES AND PROCEDURE

Bajaj Finance Limited
Corporate Office: 4th Floor, Bajaj Finserv Corporate Office, Off Pune-Ahmednagar Road, Viman Nagar, Pune 411014. Maharashtra, India
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5.2.1. Average percentage of placement of outgoing students during the last five years

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8.1. You will devote all your working time to the business of the Company, its subsidiaries and associate companies, as the case may be, depending on the office you are holding and will carry out your duties diligently and properly. You will do your best to promote, protect and develop the interests of the Company and its subsidiaries and associate companies and will not knowingly do or willingly permit to be done anything that causes prejudice, loss or injury to the Company or its subsidiaries and associate companies.

8.2. You shall be required at all times to comply with the Company's rules, policies and procedures as may be amended by the Company from time to time, and the same are to be considered as part of terms and conditions of this Employment Letter. You are also required to comply generally with the standards reasonably expected of an appointment of your nature.

8.3 Without any limitations on your obligations under Clause 8.1 above, you are also required to comply with the Company's disciplinary and grievance procedures which would be applicable to you, a copy of which is available with the Company's HR Department. For the avoidance of any doubt, whilst the Company's disciplinary rules form part of your contract of employment with the Company, the disciplinary and grievance procedures do not and as such, the Company is not under any contractual obligation to apply those procedures in any particular case.

9. ADDITIONAL DUTIES

9.1. You agree and consent that the Company may require you (without additional remuneration) to carry out different or additional duties (including holding any office in the Company, its subsidiaries and associate companies) consistent with your status and position in the Company.

9.2 You agree and consent that the Company may engage another person as a temporary replacement for you and/ or to carry out some or all of the responsibilities of your role on a temporary basis if you are suspended or are otherwise in the reasonable opinion of the Company unable to properly carry out some or all of those responsibilities for any reason.

10. EXCLUSIVE EMPLOYMENT

While employed by the Company, you will not:

10.1. Be an employee of, or be engaged in any other capacity by, any other company or organisation other than the Company, for remuneration and/ or otherwise, whether full time or part time, without the prior written permission from the Company;

10.2. Be involved in any capacity in providing services directly or indirectly to any other person in respect of any business which is similar to or which does or might reasonably be expected to compete or conflict with any aspect of the business of the Company, its subsidiaries and associate companies or which may otherwise affect the proper and efficient performance of your duties;

10.3. Be entitled to receive or obtain directly or indirectly any discount, rebate, commission or other benefit in respect of any business transacted (whether or not by you) by or on behalf of the Company or its subsidiaries and associate companies. This prohibition also extends to your immediate relatives. If you, any of your immediate relatives or any other company or other business entity in which either you or they are interested directly or indirectly obtain any such discount, rebate, commission or other benefit, you will immediately account to the Company, its subsidiaries and associate companies for the amount received or the value of benefit obtained; and/ or

10.4. Make contact or communicate with any member of the press or media or anyone so connected on behalf of the Company, its subsidiaries and associate companies, or publish any articles or letters or post any content on any Social Media platform on behalf of the Company or its subsidiaries and associate companies other than as required for the purposes of carrying out your duties and in strict compliance with the Company's media policy.

11. INTELLECTUAL PROPERTY

Bajaj Finance Limited
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5.2.1. Average percentage of placement of outgoing students during the last five years

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11.1. All intellectual property including but not limited to any discovery, model, concept, idea, know-how, method, database, computer programme or software (including related preparations and design materials), invention, improvement in procedure, trade mark, trade name, design, logo, copyright and all similar rights or get-up made, discovered or created by you during your employment (whether alone or with others and whether or not in the course of your employment), in connection with or relating to the business of the Company, its subsidiaries or associated companies or capable of being used or adapted for use in it shall belong to and be the absolute property of the Company. If required to do so by the Company (whether during or after the termination of your employment), you will at the expense of the Company promptly execute all instruments and do all things necessary to vest ownership of all other rights, title and interests (including any registered rights in the same) in such discovery, model, concept, idea, know-how, method, database, computer programme or software (including related preparations and design materials), invention, improvement in procedure, trade mark, trade name, design, logo, copyright and all similar rights or get-up in the Company (or its nominee) absolutely and as sole beneficial owner.

11.2. You acknowledge that your remuneration and all consideration paid to you by the Company under this Employment Letter and as may be revised from time to time, includes compensation for the assignment (if any) to the Company of all intellectual property rights and that the rights and obligations under this Clause shall continue in force after the termination of this Employment Letter in respect of any intellectual property created during your employment with the Company and shall be binding upon your legal representatives.

12. CONFIDENTIALITY AND NON-DISCLOSURE

12.1. You hereby agree that without the prior written consent of the Company, either during or after the period of employment and except as required by you in the course of your employment, you shall not divulge directly or indirectly or otherwise use, disseminate, disclose, reveal, report, copy, transfer, lecture upon or publish articles concerning any confidential information, including but not limited to all and any intellectual property under Clause 11.1 above which may come to your knowledge during the term of your employment and/ or otherwise, and shall maintain complete secrecy in respect of all such confidential information and/ or intellectual property entrusted to you and shall not use or attempt to use such confidential information and/ or intellectual property in any manner which may or may be likely to injure or cause loss either directly or indirectly to the Company or its business. You hereby agree that this restriction shall continue to apply even after the term of your employment with the Company, your termination from employment with the Company and/ or your resignation from the Company without limit as to a point in time, excepting when such confidential information and/ or intellectual property becomes available in the public domain.

12.2. You hereby agree and acknowledge that in the event of your being in violation of Clause 12.1 above, the Company is at liberty to initiate appropriate civil and criminal legal action against you including but not limited to prosecution for data theft and criminal breach of trust.

12.3. For the purposes of this Employment Letter, "confidential information" includes and is not limited to all trade secrets and confidential information relating to the Company, its subsidiaries or associate companies, or their businesses and its or their past, current or prospective clients and suppliers and their respective businesses, and further includes and is not limited to all intellectual property of the company as under Clause 11.1 above.

13. COMPANY'S IMAGE

You will be always alive to the duties and responsibilities attached to your employment and you shall conduct yourself accordingly and protect and project the image of the Company.

14. FALSE RECORDS/INFORMATION/ MISREPRESENTATION

If any document or information furnished by you to the Company is false or if you are, at any time, found to have suppressed any material information, or if you made any misrepresentation,

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5.2.1. Average percentage of placement of outgoing students during the last five years

BAJAJ FINSERV

you will be liable for termination without notice and the notice period contemplated under clause 5.1 will NOT apply in such situation.

Further, this appointment is subject to us receiving satisfactory reports, based on verifications and reference checks done by us.

15. GENERAL

15.1. This Employment Letter and the annexures to this Employment Letter and the various agreements and documents referred to in this Employment Letter constitute the sole record of this Employment Letter between the parties with regard to the subject matter hereof and shall substitute any other agreement/ understanding between the parties in respect of the subject matter of this Employment Letter.

15.2. If any provision of this Employment Letter is held to be illegal, invalid or unenforceable for any reason, such provision may be unenforceable between the parties but without affecting, impairing or invalidating any of the remaining provisions of this Employment Letter which shall continue to be of full force and effect.

15.3. The expiry or termination of this Employment Letter (for any reason) shall not operate to affect any of its provisions which, in accordance with their terms, are expressed to operate or have effect after such expiry or termination.

15.4. Notices must be given by either party by letter or e-mail addressed to the other party at, in the case of the Company its registered office for the time being, and in your case, to your last known address and e-mail address issued by the Company. Notices may also be issued by you to the Company. Any notice given shall be deemed to have been given at the time of delivery to and/ or receipt by the intended recipient.

15.5. This Employment Letter shall be governed by the laws of India and the parties submit to the exclusive jurisdiction of the Courts in Pune. Any reference to a statutory provision shall be deemed to include a reference to any statutory modification or re-enactment of it.

If the appointment on the above terms and conditions is acceptable to you, you are requested to confirm your acceptance on the above terms and condition by returning one copy of this letter duly signed by you.

Welcome to Bajaj Finance Limited, and wish you a very successful career with the group.

For Bajaj Finance Limited,

subeer bakshi
Issued by : eMudhra Consumer Services Limited
Reason : Digitally signed TDS certificate as per Infor
Date : 2021.08.06 10:53:49 +05:30

Subeer Bakshi
Senior Head – Human Resources

Encl: Annexure

I have fully read and understood the terms of this Employment Letter. I accept the same on the above terms and conditions, and as appointed, I agree to abide by the rules and regulation of the company and will be joining on_____.

Signature : _____

Name : _____

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5.2.1. Average percentage of placement of outgoing students during the last five years

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Annexure - A

Detailed Salary Structure

Date : 28 Jul 2021
Name : Ajithkumar
Band : GB01

Particulars	Annually	Monthly
Basic	96,000	8,000
House Rent Allowance	48,000	4,000
Special Allowance	20,183	1,682
Statutory Bonus	24,802	2,067
Contributory Provident Fund	13,942	1,162
ESIC	6,142	512
Fixed Pay	209,069	17,423
Gratuity	4,618	
Indicative Performance Pay#	52,267	
Total Cost to Company	265,954	

#The Indicative Performance Pay amount as per the current performance pay policy may vary depending upon the performance of individual and of the company. The management reserves the rights to amend policy at any point of time.
* The exact sum of all elements may mismatch up to Rs.10/-. In the event there is any enhancement in the total emoluments to be paid to you on account of change in any statute or notification, then the said enhanced payment will be adjusted from the total CTC payable to you as shown hereinabove. In such a case the company will have the right to restructure your emoluments within the specific CTC.

Other Benefits:

- Gratuity Benefit will be provided as per the provisions Payment of Gratuity Act, 1972.
- Provident fund will be provided as per the provisions of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952.

  Your CTC (Cost to Company) consisting of various components are detailed in the 'Salary Structure' stated above, which is inclusive of all contractual & statutory components of your compensation. Accordingly, BFL shall not be liable to pay any additional sum over and above CTC. However, BFL reserves the right to amend / vary your Salary Structure at any time, either under law or as part of any initiative by BFL, under intimation to you. Your continued employment with BFL is construed as your deemed acceptance to the above.
- If your employment is terminated by you for any reason prior to completion of twelve months of services, then you will pay back to the Company the entire joining expense incurred if any, by the Company.
- You would be covered under the Group Term Life Insurance scheme, with a sum insured of **Rs. 2,000,000 /-** (**Rupees Twenty Lakh only**). Additionally, you would be covered under the Group Accident Insurance Scheme, with a sum insured of **Rs. 2,500,000 /-** (**Rupees Twenty-five Lakh only**).
- Further, you would be entitled to a hospitalization claim policy of up to **Rs. 300,000 /-** (**Rupees Three Lakh only**) the premium for which will be borne by the Company. You have the option to include spouse, parents, and up to two children (Group subsidized premium borne by the employee).

Name and Signature, confirming acceptance of the above terms and conditions

Signature : _____

Name :

Date :

Bajaj Finance Limited
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5.2.1. Average percentage of placement of outgoing students during the last five years

BG Naidu Sweets Pvt Ltd
Corporate Office:
29-K, Elango Street, Sangliandapuram, Trichy 620001, Tamil Nadu, India
sales@bgnaidusweets.com bgnsweets
www.bgnaidusweets.com b.g_naidu_sweets

BG Naidu
Traditional by Generations

APPOINTMENT LETTER

26.03.2021

Dear **Mr. Mugunthan, G,**

We are happy to inform you that, you have been selected for the post of Salesman in our **B.G. Naidu** Sales outlets, Trichy. Your date of joining will be 1st of April 2021.

Your employment is subject to the terms and conditions listed below.

As discussed, and agreed by you, you will be eligible to receive the following pay package.

Salary: Monthly Gross Salary of Rs. 9,000.

Other Company Benefits: Food and Accommodation, Travel Allowance, Time Off & Holidays *etc.*,

Work Timings: Your work timings are from 9.00 am to 9.00 pm. with lunch break.

Thanking you

For B.G. NAIDU SWEETS

28+ BRANCHES @ TRICHY, MADURAI, PUDUKKOTAI, PERAMBALUR, DINDIGUL & PATTUKOTTAI

Scanned with CamScanner

5.2.1. Average percentage of placement of outgoing students during the last five years

BG Naidu Sweets Pvt Ltd
Corporate Office:
29-K, Elango Street, Sangilandapuram, Trichy 620001, Tamil Nadu, India
sales@bgnadusweets.com bgnsweets
www.bgnadusweets.com b g_naidu_sweets

BG Naidu
Traditional by Generations

APPOINTMENT LETTER

26.03.2021

Dear **Mr. Kamal Mohamed, A,**

We are happy to inform you that, you have been selected for the post of Salesman in our **B.G. Naidu** Sales outlets, Trichy. Your date of joining will be 1st of April 2021.

Your employment is subject to the terms and conditions listed below.

As discussed, and agreed by you, you will be eligible to receive the following pay package.

Salary: Monthly Gross Salary of Rs. 9,000.

Other Company Benefits: Food and Accommodation, Travel Allowance, Time Off & Holidays *etc.*,

Work Timings: Your work timings are from 9.00 am to 9.00 pm. with lunch break.

Thanking you

For B.G. NAIDU SWEETS

28+ BRANCHES @ TRICHY, MADURAI, PUDUKKOTAI, PERAMBALUR, DINDIGUL & PATTUKOTTAI

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5.2.1. Average percentage of placement of outgoing students during the last five years

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Corporate Office:
29-K, Elango Street, Sangliandapuram, Trichy 620001, Tamil Nadu, India
sales@bgnaidusweets.com bgnsweets
www.bgnaidusweets.com b.g_naidu_sweets

BG Naidu
Traditional by Generations

APPOINTMENT LETTER

26.03.2021

Dear **Mr. Vijayakumar, M,**

We are happy to inform you that, you have been selected for the post of Salesman in our **B.G. Naidu** Sales outlets, Trichy. Your date of joining will be 1st of April 2021.

Your employment is subject to the terms and conditions listed below.

As discussed, and agreed by you, you will be eligible to receive the following pay package.

Salary: Monthly Gross Salary of Rs. 9,000.

Other Company Benefits: Food and Accommodation, Travel Allowance, Time Off & Holidays *etc.*,

Work Timings: Your work timings are from 9.00 am to 9.00 pm. with lunch break.

Thanking you

For B.G. NAIDU SWEETS

28+ BRANCHES @ TRICHY, MADURAI, PUDUKKOTAI, PERAMBALUR, DINDIGUL & PATTUKOTTAI

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5.2.1. Average percentage of placement of outgoing students during the last five years

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sales@bgnaidusweets.com
www.bgnaidusweets.com
bgnsweets
b.g_naidu_sweets

BG Naidu
Traditional by Generations

APPOINTMENT LETTER

26.03.2021

Dear **Mr. Pradeep, S,**

We are happy to inform you that, you have been selected for the post of Salesman in our **B.G. Naidu** Sales outlets, Trichy. Your date of joining will be 1st of April 2021.

Your employment is subject to the terms and conditions listed below.

As discussed, and agreed by you, you will be eligible to receive the following pay package.

Salary: Monthly Gross Salary of Rs. 9,000.

Other Company Benefits: Food and Accommodation, Travel Allowance, Time Off & Holidays *etc.*,

Work Timings: Your work timings are from 9.00 am to 9.00 pm. with lunch break.

Thanking you

For B.G. NAIDU SWEETS

Scanned with CamScanner

5.2.1. Average percentage of placement of outgoing students during the last five years

BIGWIGS TECHNOLOGIES
#94, 2nd Floor, 5th Cross Sundaraj Nagar,
Subramaniyapuram, Tiruchirappalli– 620020.
Tamilnadu, India.

Letter of Offer cum Appointment for Employment

Date: 17/03/2021

To,
MONIKA MARY A
D/O ARUL DHARMARAJ
27/B ELANGO STREET, SUBRAMANIYAPURAM, TRICHY 620020

Employee Code: **BWEMP21018**

Dear Ms. MONIKA MARY A

Sub: Letter of Offer cum Appointment for Employment

We are pleased to offer you an appointment in our organization as **Junior Process Executive Position** with effect from Joining Date: **17/03/2021.**

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

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

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

Employment as per this offer is subject to your being medically fit.

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

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

Yours truly,
For Bigwigs Technologies

[Vignesh Ragupathy]
(Signing Authority)

Bigwigs Technologies Trichy

MONIKA MARY A
for Employee

[Name: A. Monika Mary]
[Position: Process Executive]

5.2.1. Average percentage of placement of outgoing students during the last five years





5.2.1. Average percentage of placement of outgoing students during the last five years

BLACK TULIP FLOWERS
SINCE 1990

BTF/HR/OFR-64/2021

07th December 2021

Mr. DHAULATH BASHA NAZEER
Passport No: S657917
D: No. 56, Muslim Street, Crawford, Tiruchirappalli Urban,
Tamil Nadu - 620012, India

Dear **Mr. DHAULATH BASHA NAZEER**,

Sub: Offer letter

In response to your application and subsequent interview, we glad to offer you to appoint as **TEAM MEMBER – SALES (RETAIL / WEB)** to our company in UAE. You will also be assigned duty to any of our Group Companies worldwide.

We offer the below mention package to you.

Salary package

Salary & Allowances	:	**AED. 2,200/-** (Basic: 1,200/- & Other Allowances: 1,000/-) per month
Accommodation	:	Sharing bachelor accommodation will be provided by the company
Transportation	:	Provided by the Company
Leave	:	30 days paid on Basic Salary leave will be given for every 12 months completion of service.
Air ticket	:	Air ticket will be provided for the sector Sharjah–Trichy–Sharjah upon completion of every 24 months service.

All other Terms and Conditions applicable as per the UAE Labor Law.

Kindly give your acceptance at the earliest for our offer and also mention the proposed joining date to further process of your employment visa.

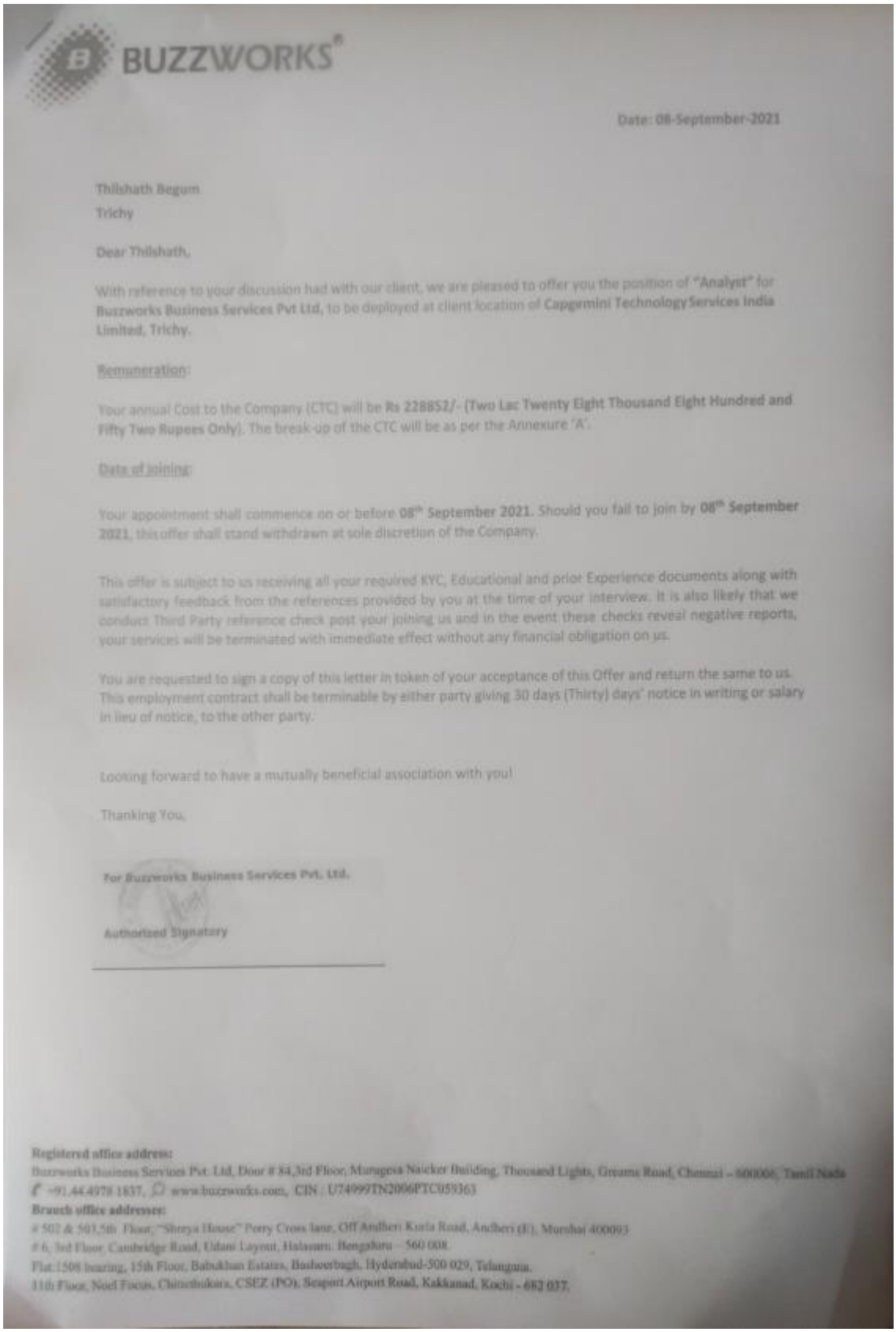
Yours Sincerely,
For Black Tulip Flowers L.L.C

IMRAN KHAN
(Director)

Accepted the offer by
Mr. Dhaulath Basha: .....
Proposed joining date : .....

Black Tulip Flowers LLC. بـــلاك تـــيـــلـــوب فـــلـــورز ذ.م.م.
P.O.BOX: 231771, DUBAI, UNITED ARAB EMIRATES 600 555 115 INFO@BTFGROUP.COM WWW.BTFGROUP.COM

5.2.1. Average percentage of placement of outgoing students during the last five years



BUZZWORKS®

Date: 08-September-2021

Thilshath Begum
Trichy

Dear Thilshath,

With reference to your discussion had with our client, we are pleased to offer you the position of "Analyst" for Buzzworks Business Services Pvt Ltd, to be deployed at client location of Capgemini Technology Services India Limited, Trichy.

Remuneration:

Your annual Cost to the Company (CTC) will be Rs 228852/- (Two Lac Twenty Eight Thousand Eight Hundred and Fifty Two Rupees Only). The break-up of the CTC will be as per the Annexure 'A'.

Date of joining:

Your appointment shall commence on or before 08th September 2021. Should you fail to join by 08th September 2021, this offer shall stand withdrawn at sole discretion of the Company.

This offer is subject to us receiving all your required KYC, Educational and prior Experience documents along with satisfactory feedback from the references provided by you at the time of your interview. It is also likely that we conduct Third Party reference check post your joining us and in the event these checks reveal negative reports, your services will be terminated with immediate effect without any financial obligation on us.

You are requested to sign a copy of this letter in token of your acceptance of this Offer and return the same to us. This employment contract shall be terminable by either party giving 30 days (Thirty) days' notice in writing or salary in lieu of notice, to the other party.

Looking forward to have a mutually beneficial association with you!

Thanking You,

For Buzzworks Business Services Pvt. Ltd.

Authorized Signatory

Registered office address:
Buzzworks Business Services Pvt. Ltd, Door # 84,3rd Floor, Murugesa Naicker Building, Thousand Lights, Greams Road, Chennai – 600006, Tamil Nadu
+91.44.4078 1837, www.buzzworks.com, CIN : U74999TN2006PTC059363
Branch office addresses:
502 & 503,5th Floor, "Shreya House" Perry Cross lane, Off Andheri Kurla Road, Andheri (E), Mumbai 400093
6, 3rd Floor, Cambridge Road, Ulsoor Layout, Halasuru, Bengaluru – 560 008.
Flat:1508 bearing, 15th Floor, Babukhan Estates, Basheerbagh, Hyderabad-500 029, Telangana.
11th Floor, Nest Focus, Chittethukara, CSEZ (PO), Seaport Airport Road, Kakkanad, Kochi - 682 037.

5.2.1. Average percentage of placement of outgoing students during the last five years

BUZZWORKS

CTC Breakup

Thilshath Begum
Analyst

Annexure 'A'

CTC	Monthly	Yearly
Salary Break-up		
Basic + DA	10000	120000
HRA	5000	60000
Statutory Bonus	833	9996
Special Allowance	795	9540
SUB-TOTAL/Gross Salary	16628	199536
Statutory Liabilities of Employee		
Provident Fund 12%	1295	15540
ESI Employee Contribution 0.75%	125	1500
PT	208	2496
LWF	-	0
SUB-TOTAL	1628	19536
Cash in Hand to Employee/Net Salary	15000	180000
Statutory Liabilities of Employer		
PF Employer Contribution 13%	1403	16836
ESI Employer Contribution 3.25%	540	6480
LWF	0	0
Insurance	500	6000
SUB-TOTAL	2443	29316
CTC	19071	228852

*Income tax applicable as per income tax law.

Accepted: Yes Date: 08/09/21

For Buzzworks Business Services Pvt. Ltd.

Authorized Signatory

Registered office address:
Buzzworks Business Services Pvt. Ltd, Door # 84,3rd Floor, Murugesa Naicker Building, Thousand Lights, Greams Road, Chennai – 600006, Tamil Nadu
+91.44.4978 1837, www.buzzworks.com, CIN : U74999TN2006PTC059363
Branch office addresses:
502 & 503,5th Floor, "Shreya House" Perry Cross lane, Off Andheri Kurla Road, Andheri (E), Mumbai 400093
6, 3rd Floor, Cambridge Road, Udasi Layout, Halasuru, Bengaluru – 560 008.
Flat:1508 bearing, 15th Floor, Babukhan Estates, Basheerbagh, Hyderabad-500 029, Telangana.
11th Floor, Nucl Focus, Chittethukara, CSEZ (PO), Seaport Airport Road, Kakkanad, Kochi - 682 037.

5.2.1. Average percentage of placement of outgoing students during the last five years

BUZZWORKS®

Terms & Conditions

You will be guided by the provisions laid out by the company and as amended from time to time in respect of the policies and procedure to be followed.

1. The normal working hours of the company are 9.00 AM to 7.00 PM. These working hours may be modified to suit particular business requirements, may vary from individual to individual within the company and also entail working in shifts.
2. You are requested to fill in your timesheet 9 hours per day and 45 hours per week in your VMS-Fieldglass as per standard working hours, any deviation in above hours then pro rata salary will be released.
3. Your manager will provide you with your detailed job description and provide you with the necessary guidance, supervision and direction in the execution of your daily job responsibilities. Your manager will also conduct your periodic performance appraisals ad provide you with appropriate feedback and counseling.
4. During the course of your employment you will devote your whole time, attention and skills to the conduct of the business of the company. You will not accept any form of employment, consulting assignment or engage in any business whatsoever - even if such activity may be outside the normal working hours of the company.
5. If you are assigned to work at the company's customer locations you will represent the company's interests in a professional, sensitive, dignified and responsible manner. You will at no time solicit employment, directly or indirectly, with any of the company's customers. You will always inform the company's management of any problem situations at the customer's location in a timely fashion and seek the direction of the company in management in resolving the same.
6. You will keep all information relating to the company's business that may be available to you as an employee of the company in the strictest confidence and not divulge the same to any third party. Upon termination of your employment with the company you will return all such material in your possession to the company.
7. All work done by you as an employee of the company become the intellectual property of the company and belong exclusively to the company.
8. Upon separation/termination of your employment with the company, you will not use any company information that was available to you during your employment with the company, to undermine the business interests of the company in any manner.
9. You will adhere to all the professional norms and standard work practice. You shall compensate the loss caused to the company, in case you withdraw services while deputation to our customer location.
10. The company will notify the schedule of standard/ public holidays for the company during the calendar year. Employees will however be required to observe the work timings, holiday schedule and workplace rules and regulations of the location they are assigned to at any time.

Name: ATHILSHATH BEGAM Signature: A Tilshath Begam Date: 08/09/2021

Registered office address:
Buzzworks Business Services Pvt. Ltd, Door # 84,3rd Floor, Murugesa Naicker Building, Thousand Lights, Greams Road, Chennai – 600006, Tamil Nadu
+91.44.4978 1837, www.buzzworks.com, CIN : U74999TN2006PTC059363
Branch office addresses:
502 & 503,5th Floor, "Shreya House" Perry Cross lane, Off Andheri Kurla Road, Andheri (E), Mumbai 400093
6, 3rd Floor, Cambridge Road, Ulsoor Layout, Halasuru, Bengaluru – 560 008.
Flat 1508 leasing, 15th Floor, Babukhan Estates, Basheerbagh, Hyderabad-500 029, Telangana.
11th Floor, Noel Focus, Chittethukara, CSEZ (PO), Seaport Airport Road, Kakkanad, Kochi - 682 037.

5.2.1. Average percentage of placement of outgoing students during the last five years

Candidate ID:4842312 /869297,

Date of Joining:08/25/2021,

Joining Location:Trichy IN,

Designation:Associate.

Dear Mohamed Thahir Habeeb Mohamed ,

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 9:00 am at Trichy IN office, for joining formalities as per the address mentioned below:

Address

VRN Center No 37, VRN Centre,
Bishop Road,Puthur, Trichy – 620017
https://goo.gl/maps/jmHTzZwXetMrRm9d8

5.2.1. Average percentage of placement of outgoing students during the last five years

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.	Relieving letter / Resignation Acceptance Letter from the immediate last employer OR Resignation mail (mentioning of last working day from the HR is mandatory)
3.	Experience letter from previous two employers.
4.	Immediate last employer Salary details (Appointment letter / Latest Increment Letter)
5.	Highest Degree Mark sheet and Convocation Certificate (All semester mark sheet)
6.	Passport Copies (First and Last page only)
7.	Pan card Copy- Mandatory
8.	Driving license copy
9.	Passport size photographs(4 nos)
10.	Aadhaar Card Copy - Mandatory , if allotted
11.	Cancelled Cheque of Saving Bank Account having IFSC Code details - Mandatory
12.	Details of your Provident Fund, Employees' Pension Scheme and Universal Account Number, if earlier member PF/EPS scheme Mandatory.

5.2.1. Average percentage of placement of outgoing students during the last five years

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 8:45AM, and contact security at the main gate for your entry pass.

Best Regards,
Team HR

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5.2.1. Average percentage of placement of outgoing students during the last five years

EMPLOYMENT OFFER LETTER

Capgemini Ref: 4842312 /869297,
08/24/2021,
Mohamed Thahir Habeeb Mohamed
#4,,Alrahamadh street, Laapa raja nagar, Papanasam taluka, Ayyampattai,

Tahnjavur ,Tamil Nadu ,
India.

Confidential

Dear Mohamed Thahir Habeeb Mohamed ,

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 08/25/2021 (or such other date as may be communicated to you by the Company), as per details given below.

A) Your current designation will be Associate /A2

B) You will be required to work at the Company's offices in location Trichy IN

C) Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 174662/- (Rupees One Lakh Seventy Four Thousand Six Hundred and Sixty Two only 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:

The breakup of your all-inclusive annual target compensation given in Exhibit 2

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.) A. **Retention Bonus** and will be fully taxable. This amount is fully recoverable if you leave the organization within 12 months from date of PAYOUT.**INR. 25,000/- (Rupees Twenty Five Thousand Only)** from the date of joining you would be entitled to receive a retention bonus of **two years** - On successful completion of

B. Joining Bonus- Not Applicable

C. Notice period buy Out : Not Applicable

D. Relocation- Not Applicable

G) Probationary Period:

1. 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. **six months** You will be on probation for a period of

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.

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

I) 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.

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.

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

K) 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,

Brigade Metropolis, Summit – Tower 'A',

73/1, Garudacharpalya, Mahadevapura Post,

Whitefield Main Road,

Bangalore – 560048

5.2.1. Average percentage of placement of outgoing students during the last five years

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



Aarti Srivastava

Head of HR - Business Services

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: Mohamed Thahir Habeeb Mohamed

Date: 08/24/2021

5.2.1. Average percentage of placement of outgoing students during the last five years

Exhibit 2

Name	Mohamed ThahirHabeeb Mohamed
Designation	Associate
Grade	A2
Location	Trichy IN

COMPONENTS	PER MONTH	PER ANNUM
Basic Salary	Rs. 9,492.00	Rs. 113,904.00
House Rent Allowance	Rs. 532.00	Rs. 6,378.00
Other Allowance and Reimbursement - 1	Rs. 0	Rs. 0
Other Allowance and Reimbursement - 2	Rs. 0	Rs. 0
Advance Statutory Bonus	Rs. 1,898.00	Rs. 22,781.00
Total Gross Salary	Rs. 11,922.00	Rs. 143,063.00
Company Contribution to PF	Rs. 1,139.00	Rs. 13,668.00
Gratuity (Accrual only)	Rs. 457.00	Rs. 5,479.00
Total Fixed Compensation	Rs. 13,518.00	Rs. 162,210.00
Variable Pay (as per policy)	Rs. 0.00	Rs. 0.00
Total Cash Compensation	Rs. 13,518.00	Rs. 162,210.00
Insurance Premium (Mediclaim, Personal Accident, Group Term Life)	Rs. 650.00	Rs. 7,802.00
Capgemini contribution to ESI	Rs. 387.00	Rs. 4,650.00
Total Cost to Company	Rs. 14555	Rs. 174662

*OAAR: You are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Personal Allowance

5.2.1. Average percentage of placement of outgoing students during the last five years

Component	Max Limit Annually
Other Allowance and Reimbursement - 1	
Remote Working Allowance	19800.00
Books and Journels	24000.00
Professional Pursuit	180000.00
Conveyance Allowance	63,600.00
Other Allowance and Reimbursement - 2	
Leave Travel Assistance	60,000.00
Food Allowance	26,400.00
NPS	0.00
Car and Driver Salary Reimbursement	21,600.00

Notes:
The payroll processing will be as per Company policy notified from time to time.
1. Employees should decide on the Flexi Benefits at the time of joining; any changes will be accepted as per Company policy applicable from time to time.
2. For claiming tax benefit in case of admissible allowances and reimbursements (OAAR), 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.
3. 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.
4. 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 as defined by Law.
The Benefits (Accidental, Medical as applicable) amount has been arrived at by considering the maximum eligibility under each of the components.
** Annual Variable Compensation Payout will be as per the Variable Compensation Scheme; Annual Variable Compensation payout can range from 0 to the amount mentioned above.
# All components under Other Allowance and Reimbursement – 1 will be paid along with monthly salary. Tax benefit as per proof submission will be passed into tax liability calculation basis bills submission.
+ This is the maximum limit you are eligible for. You may choose any of the optional components under 'Other Allowance & Reimbursements - 2' Nontaxable components (except Meal Card) would be paid based on a voluntary claim by employee through payroll. Taxable component would be paid on a monthly basis. All payments will be based on Company's policies.

Approved by : **Name : Mohamed Thahir Habeeb Mohamed**



Aarti Srivastava **Signature & Date: 08/24/2021,**

TRAINING AGREEMENT

This Training Agreement ("**Agreement**") is made and executed on _____ _atby and between:

Mr./Ms._____ S/D/o Mr./Mrs. _____ _, having employee id no _____, permanent resident of _____ and presently residing at_____ (hereinafter referred to as the "**Employee**");

And

Capgemini Technology Services India Limited, a company incorporated under the Companies Act, 1956 with its registered office at Block A Godrej IT park, Godrej & Boyce Compound, LBS Marg, Vikhroli West, Mumbai – 400079, India (hereinafter referred to as the "**Company**" which expression shall unless excluded by or repugnant to the context, be deemed to mean and include its successors and assigns);

The Employee and the Company are also referred to as the "**Party**" in the singular and as the "**Parties**" in the collective.

WHEREAS:

A. The Company is an entity engaged in the business of providing Information Technology, Software development and Outsourcing Services for the purpose of attaining its objects, the Company requires Employee to be employed to further the business of the Company.

B. The Employee has been offered employment with the Company vide an Employment Offer Letter and

Exhibit 1 dated _

(the "**Offer Letter**") issued by the Company to the Employee. The

Employee has agreed to be bound by the terms and conditions in the Offer Letter.

C. Pursuant to the terms of the Offer Letter, to meet the requirements of employment, the Employee is, as a condition of employment with the Company, required to undergo necessary and specialized training and/or on-the-job skill enhancement (under expert guidance) in Outsourcing Operations as necessary and/ or relevant to Employee's duties and responsibilities at the Company. Further, the Employee understands and has agreed that he/she is required to clear the mandatory "Final Assessment" and/or any other certification test as will be prescribed by the Company. The said training and on-the-job skill enhancement is hereinafter collectively referred to as **Training**.

D. The Company has a reasonable expectation that the Employee will apply on the job knowledge and skills learnt by him as a result of the Training, as well as share this knowledge with other employees, whenever possible, to maximize the positive impact of the skills learnt as part of the Training in their work environment.

E. Considering the significant investment that Training represents, the Company seeks an assurance in the form of this Agreement, to ensure that the Employee will not resign or cause to terminate his / her employment with the Company before the cost of the Training is amortized. Accordingly, the Employee as such has agreed to continue employment with the Company for a minimum period as set out in this Agreement.

NOW THEREFORE, in consideration of the foregoing and the respective representations, warranties, covenants and agreements set forth herein, and other good and valuable consideration, the receipt, adequacy and legal sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1.The Employee confirms that the employment and Training are beneficial to the Employee and that the provisions of this Agreement are fairly and reasonably required for protection and preservation of the interest of the Company, and is not penal in nature.

2.The Employee agrees that the Agreement is necessitated on account of the fact that the Employee has to undergo Training at the Company's cost, expense and time to acquire necessary technical and professional skills required for discharging duties and responsibilities as an employee, and the Employee hereby agrees to undergo and accept the Training as arranged by the Company as per terms and conditions of the Offer Letter and this Agreement. The Employee acknowledges that the Training shall immensely benefit and assist the Employee not only in his/her job duties and responsibilities at the Company but shall also significantly enhance his/her career prospects, both at the Company and outside of it.

3.The Employee hereby acknowledges and agrees that the Training will entail significant expenditure to the Company, including but not limited to, computer time, instructor time, supervisory time, software costs, travel and accommodation, the setting up and maintenance of general and special facilities for Training as well as for on-the-job skill enhancements, apart from the Employee's recruitment costs and salary & benefits during period of Training. For the purposes of this Agreement, the Training costs and related expenses are estimated by the Company to be Rupees Seventy Five Thousand Only ("**Training Costs and Expenses**"), which is hereby accepted and confirmed by the Employee.

4.The Employee agrees that as part of the Training, the Employee will study with all due care and diligence to the best of the Employee's ability and abide by and confirm to all the rules and regulations, policies, Terms and conditions of the Company in regard to Training hours, holidays, discipline and other conditions of the employment and/or Training or any directions given to Employee by the authorized representatives of the Company.

5.The Employee further agrees that during the period of Training, the Employee will abide by the instructions of the authorized representatives of the Company under whom the Employee may from time to time be placed. The Company reserves to itself the right to modify or vary, the content and/or period of the Training, without assigning any reason whatsoever.

6.In consideration of the expenses incurred by the Company for the Employee's Training, enhancement of skillsets and other good and valuable consideration, the receipt of which is hereby acknowledged by the Employee, the Employee agrees to serve in employment of the Company for a minimum period of Twenty Four (24) months (the "Commitment Term") from the date of the Employee joining the Company as an employee ("Joining Date"). Even if the Employee commits an act or omission with the intent to deliberately cause the Company to terminate his/her employment ("Employment Cessation"), the Employee shall be deemed to be in breach of the above obligation and the Commitment Term

7. The Parties agree that Commitment Term represents the minimum period by which the TrainingCosts & Expenses would be amortized by the Company.

8.The Employee is aware that the Company has employed the Employee in view of the Employee's commitment to remain in the Company's employment during the entire Commitment Term and signing of this Agreement. The Employee recognizes and accepts that the Company would be put to substantial disadvantage, inconvenience, loss, etc., in the event of the Employee not serving the entire Commitment Term.

9. Accordingly and notwithstanding anything to the contrary:

(i) in the event Employment Cessation occurs at any time but before completion of 12 months from the Joining Date, the Employee hereby agrees and undertakes to immediately reimburse to the Company the entire Training Costs and Expenses

(ii) in the event Employment Cessation occurs at any time after completion of 12 months but before completion of 18 months from the Joining Date, the Employee hereby agrees and undertakes to immediately reimburse to the Company 50% of the Training Costs and Expenses.

(iii) in the event Employment Cessation occurs at any time after completion of 18 months but before completion of 24 months from the Joining Date, the Employee hereby agrees and undertakes to immediately reimburse to the Company 25% of the Training Costs and Expenses.

10. The Employee's liability to reimburse the Training Costs and Expenses as per Clause 9 above is without prejudice to the Company's other rights that it shall be entitled to receive under law or equity. Additionally, the Employee's liability to reimburse the Training Costs and Expenses as per Clause 9 above shall constitute a debt owed by the Employee to the Company and shall be recoverable by the Company from the Employee with interest thereon calculated at 12% per annum till realization.

11. The Employee agrees that the Company shall at all times have lien over and the authority of deducting or appropriating towards the recovery of the Employee's liability to reimburse the Training Costs and Expenses to the Company, by way of salary, arrears of salary and all other types of remuneration and terminal benefits. Such a right of recovery shall be without prejudice to the Company's other rights that it shall be entitled to receive under law or equity.

12. The Employee further agrees to sign all such papers, documents, promissory notes, bank guarantee, undertakings and / or powers of attorney/letters of authority as the Company may require in this respect or under this Agreement.

13. The Parties further agree that this Agreement shall continue to be valid and in force even if the employment of the Employee ceases or is terminated at any time during the Commitment Term.

14. The Parties agree that (i) the failure to enforce any right against the Employee by the Company or (ii) any compromise made by the Company with the Employee for any violation of the terms in the Offer Letter, shall not constitute a waiver of the rights that the Company enjoys against the Employee under this Agreement or under the applicable laws.

15. It is hereby clarified that notwithstanding anything to the contrary, this Agreement shall not affect the Company's right to terminate the employment of the Employee at any time, whether during the Commitment Term or anytime thereafter. It is also clarified that nothing in this Agreement prevents the Employee from leaving, resigning from or terminating his/her employment with the Company(and accordingly this Agreement should not be construed as an employee bond) and that this Agreement stipulates only the monetary amounts that the Employee is liable and required to repay and/or reimburse to the Company in certain specific situations as envisaged in this Agreement.

16. The Employee agrees, recognizes and acknowledges that:

16.1.1 (i) he/she has been provided with a copy of this Agreement for review prior to signing it; (ii) he/she has reviewed it and that he/she understands the terms, purposes and effects of this Agreement; (iii) he/she has signed this Agreement only after having had the opportunity to seek clarifications; (iv) he/she has been given a signed copy of this Agreement for his/her own records; and (v) he/she has not been subjected to duress or undue influence of any kind to execute this Agreement and this Agreement will not impose an undue hardship upon him/her; and

16.1.2 He/she is subject to no contractual restriction or obligation that will in any way limit his/her activities on behalf of the Company or prevent him/her from performing all or any of the obligations, terms and conditions of this Agreement.

17. The Parties agree that all notices under this Agreement shall be sent by a Party to the other Parties by acknowledgement receipt registered post and contemporaneous courier transmission or by email to the addresses as has been provided in the Offer Letter.

18. If any paragraph, sub-paragraph, or provision of this Agreement, or the application of such paragraph, sub-paragraph, or provision, is held invalid by a court of competent jurisdiction, the remainder of this Agreement, and the application of such paragraph, sub-paragraph, or provision to persons, or circumstances other than those with respect to which it is held invalid shall not be affected.

19. The terms of this Agreement (read along with Offer Letter) are the entire agreement and understanding with respect to the subject matter hereof and supersedes all prior discussions or representations between the Company and the Employee.

20. The Employee acknowledges and agrees that the Company may assign any of its rights under this Agreement to any person or entity. This Agreement is not assignable by the Employee.

21. No waiver by the Company of any breach of this Agreement shall be a waiver of any preceding or succeeding breach. No waiver by the Company of any right under this Agreement shall be construed as a waiver of any other right under this Agreement or under law. The Company shall not be required to give notice to enforce strict adherence to all terms of this Agreement.

22. No change, modification, or termination of any of the terms, provisions, or conditions of this Agreement shall be effective unless made in writing and signed or initialled by all signatories to this Agreement.

23. All disputes arising between the Parties shall be settled under the provisions of the Arbitration and Conciliation Act 1996 of India. The Parties agree that the arbitration proceedings shall be conducted in Mumbai. Notwithstanding anything to the contrary, the Parties agree that this Agreement shall be construed and enforced in accordance with the laws of India, without giving effect to the conflict of law provisions thereof. Subject to the aforesaid, the courts in Mumbai shall have exclusive jurisdiction to resolve any disputes between the Parties that arise out of this Agreement.

(Signature Page follows)

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the date written below by their own hand and seal or by their duly authorized representatives.

Employee Signature: Name: Date:

For Capgemini Technology Services India Limited

Signature: Name: Designation: Date:

EXHIBIT 1

Terms & Conditions of Employment with Capgemini Technology Services India Limited

1. CURRENT WORK LOCATION:

1.1 Your base location for work is identified in the Employment Offer Letter. 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 anyorganization 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 required 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 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 effectivehourly 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 threemonths' 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

5.2.1. Average percentage of placement of outgoing students during the last five years

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:

5.2.1. Average percentage of placement of outgoing students during the last five years

Candidate ID:4842366 /889442,

Date of Joining:08/23/2021,

Joining Location:Trichy IN,

Designation:Associate.

Dear Monisha Muthumani ,

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 9:00 am at Trichy IN office, for joining formalities as per the address mentioned below:

Address

VRN Center No 37, VRN Centre,
Bishop Road,Puthur, Trichy – 620017
https://goo.gl/maps/jmHTzZwXetMrRm9d8

5.2.1. Average percentage of placement of outgoing students during the last five years

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.	Relieving letter / Resignation Acceptance Letter from the immediate last employer OR Resignation mail (mentioning of last working day from the HR is mandatory)
3.	Experience letter from previous two employers.
4.	Immediate last employer Salary details (Appointment letter / Latest Increment Letter)
5.	Highest Degree Mark sheet and Convocation Certificate (All semester mark sheet)
6.	Passport Copies (First and Last page only)
7.	Pan card Copy- Mandatory
8.	Driving license copy
9.	Passport size photographs(4 nos)
10.	Aadhaar Card Copy - Mandatory , if allotted
11.	Cancelled Cheque of Saving Bank Account having IFSC Code details - Mandatory
12.	Details of your Provident Fund, Employees' Pension Scheme and Universal Account Number, if earlier member PF/EPS scheme Mandatory.

5.2.1. Average percentage of placement of outgoing students during the last five years

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 8:45AM, and contact security at the main gate for your entry pass.

Best Regards,
Team HR

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5.2.1. Average percentage of placement of outgoing students during the last five years

EMPLOYMENT OFFER LETTER

Capgemini Ref: 4842366 /889442,
08/20/2021,
Monisha Muthumani
#24,,Sheshathri nagar, Gandhi nagar, K.K. Nagar,

Trichy ,Tamil Nadu ,
India.

Confidential

Dear Monisha Muthumani ,

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 08/23/2021 (or such other date as may be communicated to you by the Company), as per details given below.

A) Your current designation will be Associate /A2

B) You will be required to work at the Company's offices in location Trichy IN

C) Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 174662/- (Rupees One Lakh Seventy Four Thousand Six Hundred and Sixty Two only 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:

The breakup of your all-inclusive annual target compensation given in Exhibit 2

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.) A. **Retention Bonus** and will be fully taxable. This amount is fully recoverable if you leave the organization within 12 months from date of PAYOUT.**INR. 25,000/- (Rupees Twenty Five Thousand Only)** from the date of joining you would be entitled to receive a retention bonus of **two years** - On successful completion of

B. Joining Bonus- Not Applicable

C. Notice period buy Out : Not Applicable

D. Relocation- Not Applicable

G) Probationary Period:

1. 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. **six months** You will be on probation for a period of

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.

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

I) 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.

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.

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

K) 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,

Brigade Metropolis, Summit – Tower 'A',

73/1, Garudacharpalya, Mahadevapura Post,

Whitefield Main Road,

Bangalore – 560048

5.2.1. Average percentage of placement of outgoing students during the last five years

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



Aarti Srivastava

Head of HR - Business Services

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: Monisha Muthumani

Date: 08/20/2021

5.2.1. Average percentage of placement of outgoing students during the last five years

Exhibit 2

Name	MonishaMuthumani
Designation	Associate
Grade	A2
Location	Trichy IN

COMPONENTS	PER MONTH	PER ANNUM
Basic Salary	Rs. 9,492.00	Rs. 113,904.00
House Rent Allowance	Rs. 532.00	Rs. 6,378.00
Other Allowance and Reimbursement - 1	Rs. 0	Rs. 0
Other Allowance and Reimbursement - 2	Rs. 0	Rs. 0
Advance Statutory Bonus	Rs. 1,898.00	Rs. 22,781.00
Total Gross Salary	Rs. 11,922.00	Rs. 143,063.00
Company Contribution to PF	Rs. 1,139.00	Rs. 13,668.00
Gratuity (Accrual only)	Rs. 457.00	Rs. 5,479.00
Total Fixed Compensation	Rs. 13,518.00	Rs. 162,210.00
Variable Pay (as per policy)	Rs. 0.00	Rs. 0.00
Total Cash Compensation	Rs. 13,518.00	Rs. 162,210.00
Insurance Premium (Mediclaim, Personal Accident, Group Term Life)	Rs. 650.00	Rs. 7,802.00
Capgemini contribution to ESI	Rs. 387.00	Rs. 4,650.00
Total Cost to Company	Rs. 14555	Rs. 174662

*OAAR: You are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Personal Allowance

5.2.1. Average percentage of placement of outgoing students during the last five years

Component	Max Limit Annually
Other Allowance and Reimbursement - 1	
Remote Working Allowance	19800.00
Books and Journels	24000.00
Professional Pursuit	180000.00
Conveyance Allowance	63,600.00
Other Allowance and Reimbursement - 2	
Leave Travel Assistance	60,000.00
Food Allowance	26,400.00
NPS	0.00
Car and Driver Salary Reimbursement	21,600.00

Notes:
The payroll processing will be as per Company policy notified from time to time.
1. Employees should decide on the Flexi Benefits at the time of joining; any changes will be accepted as per Company policy applicable from time to time.
2. For claiming tax benefit in case of admissible allowances and reimbursements (OAAR), 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.
3. 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.
4. 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 as defined by Law.
The Benefits (Accidental, Medical as applicable) amount has been arrived at by considering the maximum eligibility under each of the components.
** Annual Variable Compensation Payout will be as per the Variable Compensation Scheme; Annual Variable Compensation payout can range from 0 to the amount mentioned above.
# All components under Other Allowance and Reimbursement – 1 will be paid along with monthly salary. Tax benefit as per proof submission will be passed into tax liability calculation basis bills submission.
+ This is the maximum limit you are eligible for. You may choose any of the optional components under 'Other Allowance & Reimbursements - 2' Nontaxable components (except Meal Card) would be paid based on a voluntary claim by employee through payroll. Taxable component would be paid on a monthly basis. All payments will be based on Company's policies.

Approved by : **Name : Monisha Muthumani**



Aarti Srivastava **Signature & Date: 06/20/2021,**

5.2.1. Average percentage of placement of outgoing students during the last five years

TRAINING AGREEMENT

This Training Agreement ("**Agreement**") is made and executed on _____atby and between:

Mr./Ms._____ S/D/o Mr./Mrs. _____, having employee id no _____, permanent resident of _____and presently residing at_____ (hereinafter referred to as the "**Employee**");

And

Capgemini Technology Services India Limited, a company incorporated under the Companies Act, 1956 with its registered office at Block A Godrej IT park, Godrej & Boyce Compound, LBS Marg, Vikhroli West, Mumbai – 400079, India (hereinafter referred to as the "**Company**" which expression shall unless excluded by or repugnant to the context, be deemed to mean and include its successors and assigns);

The Employee and the Company are also referred to as the "**Party**" in the singular and as the "**Parties**" in the collective.

WHEREAS:

A. The Company is an entity engaged in the business of providing Information Technology, Software development and Outsourcing Services for the purpose of attaining its objects, the Company requires Employee to be employed to further the business of the Company.

B. The Employee has been offered employment with the Company vide an Employment Offer Letter and

Exhibit 1 dated _

(the "**Offer Letter**") issued by the Company to the Employee. The

Employee has agreed to be bound by the terms and conditions in the Offer Letter.

C. Pursuant to the terms of the Offer Letter, to meet the requirements of employment, the Employee is, as a condition of employment with the Company, required to undergo necessary and specialized training and/or on-the-job skill enhancement (under expert guidance) in Outsourcing Operations as necessary and/ or relevant to Employee's duties and responsibilities at the Company. Further, the Employee understands and has agreed that he/she is required to clear the mandatory "Final Assessment" and/or any other certification test as will be prescribed by the Company. The said training and on-the-job skill enhancement is hereinafter collectively referred to as **Training**.

D. The Company has a reasonable expectation that the Employee will apply on the job knowledge and skills learnt by him as a result of the Training, as well as share this knowledge with other employees, whenever possible, to maximize the positive impact of the skills learnt as part of the Training in their work environment.

E. Considering the significant investment that Training represents, the Company seeks an assurance in the form of this Agreement, to ensure that the Employee will not resign or cause to terminate his / her employment with the Company before the cost of the Training is amortized. Accordingly, the Employee as such has agreed to continue employment with the Company for a minimum period as set out in this Agreement.

NOW THEREFORE, in consideration of the foregoing and the respective representations, warranties, covenants and agreements set forth herein, and other good and valuable consideration, the receipt, adequacy and legal sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1.The Employee confirms that the employment and Training are beneficial to the Employee and that the provisions of this Agreement are fairly and reasonably required for protection and preservation of the interest of the Company, and is not penal in nature.

2.The Employee agrees that the Agreement is necessitated on account of the fact that the Employee has to undergo Training at the Company's cost, expense and time to acquire necessary technical and professional skills required for discharging duties and responsibilities as an employee, and the Employee hereby agrees to undergo and accept the Training as arranged by the Company as per terms and conditions of the Offer Letter and this Agreement. The Employee acknowledges that the Training shall immensely benefit and assist the Employee not only in his/her job duties and responsibilities at the Company but shall also significantly enhance his/her career prospects, both at the Company and outside of it.

3.The Employee hereby acknowledges and agrees that the Training will entail significant expenditure to the Company, including but not limited to, computer time, instructor time, supervisory time, software costs, travel and accommodation, the setting up and maintenance of general and special facilities for Training as well as for on-the-job skill enhancements, apart from the Employee's recruitment costs and salary & benefits during period of Training. For the purposes of this Agreement, the Training costs and related expenses are estimated by the Company to be Rupees Seventy Five Thousand Only ("**Training Costs and Expenses**"), which is hereby accepted and confirmed by the Employee.

4.The Employee agrees that as part of the Training, the Employee will study with all due care and diligence to the best of the Employee's ability and abide by and confirm to all the rules and regulations, policies, Terms and conditions of the Company in regard to Training hours, holidays, discipline and other conditions of the employment and/or Training or any directions given to Employee by the authorized representatives of the Company.

5.The Employee further agrees that during the period of Training, the Employee will abide by the instructions of the authorized representatives of the Company under whom the Employee may from time to time be placed. The Company reserves to itself the right to modify or vary, the content and/or period of the Training, without assigning any reason whatsoever.

6.In consideration of the expenses incurred by the Company for the Employee's Training, enhancement of skillsets and other good and valuable consideration, the receipt of which is hereby acknowledged by the Employee, the Employee agrees to serve in employment of the Company for a minimum period of Twenty Four (24) months (the "Commitment Term") from the date of the Employee joining the Company as an employee ("Joining Date"). Even if the Employee commits an act or omission with the intent to deliberately cause the Company to terminate his/her employment ("Employment Cessation"), the Employee shall be deemed to be in breach of the above obligation and the Commitment Term

7. The Parties agree that Commitment Term represents the minimum period by which the TrainingCosts & Expenses would be amortized by the Company.

8.The Employee is aware that the Company has employed the Employee in view of the Employee's commitment to remain in the Company's employment during the entire Commitment Term and signing of this Agreement. The Employee recognizes and accepts that the Company would be put to substantial disadvantage, inconvenience, loss, etc., in the event of the Employee not serving the entire Commitment Term.

9. Accordingly and notwithstanding anything to the contrary:

(i) in the event Employment Cessation occurs at any time but before completion of 12 months from the Joining Date, the Employee hereby agrees and undertakes to immediately reimburse to the Company the entire Training Costs and Expenses

(ii) in the event Employment Cessation occurs at any time after completion of 12 months but before completion of 18 months from the Joining Date, the Employee hereby agrees and undertakes to immediately reimburse to the Company 50% of the Training Costs and Expenses.

(iii) in the event Employment Cessation occurs at any time after completion of 18 months but before completion of 24 months from the Joining Date, the Employee hereby agrees and undertakes to immediately reimburse to the Company 25% of the Training Costs and Expenses.

10. The Employee's liability to reimburse the Training Costs and Expenses as per Clause 9 above is without prejudice to the Company's other rights that it shall be entitled to receive under law or equity. Additionally, the Employee's liability to reimburse the Training Costs and Expenses as per Clause 9 above shall constitute a debt owed by the Employee to the Company and shall be recoverable by the Company from the Employee with interest thereon calculated at 12% per annum till realization.

11. The Employee agrees that the Company shall at all times have lien over and the authority of deducting or appropriating towards the recovery of the Employee's liability to reimburse the Training Costs and Expenses to the Company, by way of salary, arrears of salary and all other types of remuneration and terminal benefits. Such a right of recovery shall be without prejudice to the Company's other rights that it shall be entitled to receive under law or equity.

12. The Employee further agrees to sign all such papers, documents, promissory notes, bank guarantee, undertakings and / or powers of attorney/letters of authority as the Company may require in this respect or under this Agreement.

13. The Parties further agree that this Agreement shall continue to be valid and in force even if the employment of the Employee ceases or is terminated at any time during the Commitment Term.

14. The Parties agree that (i) the failure to enforce any right against the Employee by the Company or (ii) any compromise made by the Company with the Employee for any violation of the terms in the Offer Letter, shall not constitute a waiver of the rights that the Company enjoys against the Employee under this Agreement or under the applicable laws.

15. It is hereby clarified that notwithstanding anything to the contrary, this Agreement shall not affect the Company's right to terminate the employment of the Employee at any time, whether during the Commitment Term or anytime thereafter. It is also clarified that nothing in this Agreement prevents the Employee from leaving, resigning from or terminating his/her employment with the Company(and accordingly this Agreement should not be construed as an employee bond) and that this Agreement stipulates only the monetary amounts that the Employee is liable and required to repay and/or reimburse to the Company in certain specific situations as envisaged in this Agreement.

16. The Employee agrees, recognizes and acknowledges that:

16.1.1 (i) he/she has been provided with a copy of this Agreement for review prior to signing it; (ii) he/she has reviewed it and that he/she understands the terms, purposes and effects of this Agreement; (iii) he/she has signed this Agreement only after having had the opportunity to seek clarifications; (iv) he/she has been given a signed copy of this Agreement for his/her own records; and (v) he/she has not been subjected to duress or undue influence of any kind to execute this Agreement and this Agreement will not impose an undue hardship upon him/her; and

16.1.2 He/she is subject to no contractual restriction or obligation that will in any way limit his/her activities on behalf of the Company or prevent him/her from performing all or any of the obligations, terms and conditions of this Agreement.

17. The Parties agree that all notices under this Agreement shall be sent by a Party to the other Parties by acknowledgement receipt registered post and contemporaneous courier transmission or by email to the addresses as has been provided in the Offer Letter.

18. If any paragraph, sub-paragraph, or provision of this Agreement, or the application of such paragraph, sub-paragraph, or provision, is held invalid by a court of competent jurisdiction, the remainder of this Agreement, and the application of such paragraph, sub-paragraph, or provision to persons, or circumstances other than those with respect to which it is held invalid shall not be affected.

19. The terms of this Agreement (read along with Offer Letter) are the entire agreement and understanding with respect to the subject matter hereof and supersedes all prior discussions or representations between the Company and the Employee.

20. The Employee acknowledges and agrees that the Company may assign any of its rights under this Agreement to any person or entity. This Agreement is not assignable by the Employee.

21. No waiver by the Company of any breach of this Agreement shall be a waiver of any preceding or succeeding breach. No waiver by the Company of any right under this Agreement shall be construed as a waiver of any other right under this Agreement or under law. The Company shall not be required to give notice to enforce strict adherence to all terms of this Agreement.

22. No change, modification, or termination of any of the terms, provisions, or conditions of this Agreement shall be effective unless made in writing and signed or initialled by all signatories to this Agreement.

23. All disputes arising between the Parties shall be settled under the provisions of the Arbitration and Conciliation Act 1996 of India. The Parties agree that the arbitration proceedings shall be conducted in Mumbai. Notwithstanding anything to the contrary, the Parties agree that this Agreement shall be construed and enforced in accordance with the laws of India, without giving effect to the conflict of law provisions thereof. Subject to the aforesaid, the courts in Mumbai shall have exclusive jurisdiction to resolve any disputes between the Parties that arise out of this Agreement.

(Signature Page follows)

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the date written below by their own hand and seal or by their duly authorized representatives.

Employee Signature: Name: Date:

For Capgemini Technology Services India Limited

Signature: Name: Designation: Date:

EXHIBIT 1

Terms & Conditions of Employment with Capgemini Technology Services India Limited

1. CURRENT WORK LOCATION:

1.1 Your base location for work is identified in the Employment Offer Letter. 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 anyorganization 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 required 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 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 effectivehourly 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 threemonths' 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

5.2.1. Average percentage of placement of outgoing students during the last five years

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:

5.2.1. Average percentage of placement of outgoing students during the last five years

GTT Global Talent Track Power Ahead

LETTER OF INTENT

CIN: U74999PN2008PTC132520
Ref.: Noor Mohamed Sulthan S
Date: 27-07-2021

Dear Candidate,

Sub: Letter of Intent for your selection with Capgemini Business Services India Limited ("The Company")

We congratulate you and note with pleasure that you are selected in the final interview with the Company as Associate.

In terms of the understanding between the Company and Global Talent Track Private Limited (GTT), you will undergo Training with GTT and upon your satisfactory completion of the same; the Company will be pleased to make you an offer of employment subject to the following conditions being satisfied:

1. You shall attend and participate in all the classes and sessions of the Training Course to undergo and successfully clear the periodical assessment of your performance, both written and practical, as per the training schedule and curriculum of the Training Course.
2. You shall successfully complete your graduation without any backlog with an aggregate of minimum 60% marks
3. You shall successfully clear background checks, have confirmation and authentication of your educational certificates from the schools, universities or institutions concerned from where you have cleared those courses, undergo and pass out medical fitness tests including drug tests and other hiring screens as per the applicable Company policies from time to time.
4. You have completed eighteen (18) years of age and have produced documentary proof for the same.
5. You shall submit relevant documents as prescribed by GTT and the Company.
6. You shall be flexible to work in any Shift of work, including, Night shifts.
7. You will be included in the training as per the requirement of the Company.
8. You shall fulfill any other criteria as set by the Company from time to time.

We extend you a warm welcome, wish you all the best in your career and look forward for a long enduring relationship.

May we request you to sign and return a copy of this letter in token of your acceptance of the aforesaid Terms and Conditions.

Accepted and Agreed

With regards,
For Global Talent Track Private Limited

Kanchanaa S
Key Account Manager

Registered Office Address: Office No. 312-313, City Space, Nagar Road, Vadgaon Sheri, Pune - 411014

5.2.1. Average percentage of placement of outgoing students during the last five years

GTT Global Talent Track Power Ahead

LETTER OF INTENT

CIN: U74999PN2008PTC132520
Ref.: Zameer Ahamed S
Date: 27-07-2021

Dear Candidate,

Sub: Letter of Intent for your selection with Capgemini Business Services India Limited ("The Company")

We congratulate you and note with pleasure that you are selected in the final interview with the Company as Associate.

In terms of the understanding between the Company and Global Talent Track Private Limited (GTT), you will undergo Training with GTT and upon your satisfactory completion of the same; the Company will be pleased to make you an offer of employment subject to the following conditions being satisfied:

1. You shall attend and participate in all the classes and sessions of the Training Course to undergo and successfully clear the periodical assessment of your performance, both written and practical, as per the training schedule and curriculum of the Training Course.
2. You shall successfully complete your graduation without any backlog with an aggregate of minimum 60% marks
3. You shall successfully clear background checks, have confirmation and authentication of your educational certificates from the schools, universities or institutions concerned from where you have cleared those courses, undergo and pass out medical fitness tests including drug tests and other hiring screens as per the applicable Company policies from time to time.
4. You have completed eighteen (18) years of age and have produced documentary proof for the same.
5. You shall submit relevant documents as prescribed by GTT and the Company.
6. You shall be flexible to work in any Shift of work, including, Night shifts.
7. You will be included in the training as per the requirement of the Company.
8. You shall fulfill any other criteria as set by the Company from time to time.

We extend you a warm welcome, wish you all the best in your career and look forward for a long enduring relationship.

May we request you to sign and return a copy of this letter in token of your acceptance of the aforesaid Terms and Conditions.

Accepted and Agreed

With regards,
For Global Talent Track Private Limited

Kanchanaa S
Key Account Manager

Registered Office Address: Office No. 312-313, City Space, Nagar Road, Vadgaon Sheri, Pune - 411014

5.2.1. Average percentage of placement of outgoing students during the last five years

Candidate ID:4842353 /869270,

Date of Joining:08/31/2021,

Joining Location:Trichy IN,

Designation:Associate.

Dear Noorul Navid Abdul Aleem ,

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 9:00 am at Trichy IN office, for joining formalities as per the address mentioned below:

Address

VRN Center No 37, VRN Centre,
Bishop Road,Puthur, Trichy – 620017
https://goo.gl/maps/jmHTzZwXetMrRm9d8

5.2.1. Average percentage of placement of outgoing students during the last five years

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.	Relieving letter / Resignation Acceptance Letter from the immediate last employer OR Resignation mail (mentioning of last working day from the HR is mandatory)
3.	Experience letter from previous two employers.
4.	Immediate last employer Salary details (Appointment letter / Latest Increment Letter)
5.	Highest Degree Mark sheet and Convocation Certificate (All semester mark sheet)
6.	Passport Copies (First and Last page only)
7.	Pan card Copy- Mandatory
8.	Driving license copy
9.	Passport size photographs(4 nos)
10.	Aadhaar Card Copy - Mandatory , if allotted
11.	Cancelled Cheque of Saving Bank Account having IFSC Code details - Mandatory
12.	Details of your Provident Fund, Employees' Pension Scheme and Universal Account Number, if earlier member PF/EPS scheme Mandatory.

5.2.1. Average percentage of placement of outgoing students during the last five years

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 8:45AM, 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: 4842353 /869270,
08/27/2021,
Noorul Navid Abdul Aleem
14/39,,Almathina street Nandavanam, Ayyampettai,

Thanjavur ,Tamil Nadu ,
India.

Confidential

Dear Noorul Navid Abdul Aleem ,

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 08/31/2021 (or such other date as may be communicated to you by the Company), as per details given below.

A) Your current designation will be Associate /A2

B) You will be required to work at the Company's offices in location Trichy IN

C) Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 174662/- (Rupees One Lakh Seventy Four Thousand Six Hundred and Sixty Two only 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:

The breakup of your all-inclusive annual target compensation given in Exhibit 2

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.) A. **Retention Bonus** and will be fully taxable. This amount is fully recoverable if you leave the organization within 12 months from date of PAYOUT.**INR. 25,000/- (Rupees Twenty Five Thousand Only)** from the date of joining you would be entitled to receive a retention bonus of **two years** - On successful completion of

B. Joining Bonus- Not Applicable

C. Notice period buy Out : Not Applicable

D. Relocation- Not Applicable

G) Probationary Period:

1. 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. **six months** You will be on probation for a period of

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.

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

I) 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.

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.

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

K) 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,

Brigade Metropolis, Summit – Tower 'A',

73/1, Garudacharpalya, Mahadevapura Post,

Whitefield Main Road,

Bangalore – 560048

5.2.1. Average percentage of placement of outgoing students during the last five years

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



Aarti Srivastava

Head of HR - Business Services

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: Noorul Navid Abdul Aleem

Date: 08/27/2021

5.2.1. Average percentage of placement of outgoing students during the last five years

Exhibit 2

Name	Noorul NavidAbdul Aleem
Designation	Associate
Grade	A2
Location	Trichy IN

COMPONENTS	PER MONTH	PER ANNUM
Basic Salary	Rs. 9,492.00	Rs. 113,904.00
House Rent Allowance	Rs. 532.00	Rs. 6,378.00
Other Allowance and Reimbursement - 1	Rs. 0	Rs. 0
Other Allowance and Reimbursement - 2	Rs. 0	Rs. 0
Advance Statutory Bonus	Rs. 1,898.00	Rs. 22,781.00
Total Gross Salary	Rs. 11,922.00	Rs. 143,063.00
Company Contribution to PF	Rs. 1,139.00	Rs. 13,668.00
Gratuity (Accrual only)	Rs. 457.00	Rs. 5,479.00
Total Fixed Compensation	Rs. 13,518.00	Rs. 162,210.00
Variable Pay (as per policy)	Rs. 0.00	Rs. 0.00
Total Cash Compensation	Rs. 13,518.00	Rs. 162,210.00
Insurance Premium (Mediclaim, Personal Accident, Group Term Life)	Rs. 650.00	Rs. 7,802.00
Capgemini contribution to ESI	Rs. 387.00	Rs. 4,650.00
Total Cost to Company	Rs. 14555	Rs. 174662

*OAAR: You are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Personal Allowance

5.2.1. Average percentage of placement of outgoing students during the last five years

Component	Max Limit Annually
Other Allowance and Reimbursement - 1	
Remote Working Allowance	19800.00
Books and Journels	24000.00
Professional Pursuit	180000.00
Conveyance Allowance	63,600.00
Other Allowance and Reimbursement - 2	
Leave Travel Assistance	60,000.00
Food Allowance	26,400.00
NPS	0.00
Car and Driver Salary Reimbursement	21,600.00

Notes:
The payroll processing will be as per Company policy notified from time to time.
1. Employees should decide on the Flexi Benefits at the time of joining; any changes will be accepted as per Company policy applicable from time to time.
2. For claiming tax benefit in case of admissible allowances and reimbursements (OAAR), 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.
3. 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.
4. 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 as defined by Law.
The Benefits (Accidental, Medical as applicable) amount has been arrived at by considering the maximum eligibility under each of the components.
** Annual Variable Compensation Payout will be as per the Variable Compensation Scheme; Annual Variable Compensation payout can range from 0 to the amount mentioned above.
# All components under Other Allowance and Reimbursement – 1 will be paid along with monthly salary. Tax benefit as per proof submission will be passed into tax liability calculation basis bills submission.
+ This is the maximum limit you are eligible for. You may choose any of the optional components under 'Other Allowance & Reimbursements - 2' Nontaxable components (except Meal Card) would be paid based on a voluntary claim by employee through payroll. Taxable component would be paid on a monthly basis. All payments will be based on Company's policies.

Approved by : **Name : Noorul Navid Abdul Aleem**



Aarti Srivastava **Signature & Date: 06/27/2021,**

5.2.1. Average percentage of placement of outgoing students during the last five years

TRAINING AGREEMENT

This Training Agreement ("**Agreement**") is made and executed on _____atby and between:

Mr./Ms._____ S/D/o Mr./Mrs. _____, having employee id no _____, permanent resident of _____and presently residing at_____ (hereinafter referred to as the "**Employee**");

And

Capgemini Technology Services India Limited, a company incorporated under the Companies Act, 1956 with its registered office at Block A Godrej IT park, Godrej & Boyce Compound, LBS Marg, Vikhroli West, Mumbai – 400079, India (hereinafter referred to as the "**Company**" which expression shall unless excluded by or repugnant to the context, be deemed to mean and include its successors and assigns);

The Employee and the Company are also referred to as the "**Party**" in the singular and as the "**Parties**" in the collective.

WHEREAS:

A. The Company is an entity engaged in the business of providing Information Technology, Software development and Outsourcing Services for the purpose of attaining its objects, the Company requires Employee to be employed to further the business of the Company.

B. The Employee has been offered employment with the Company vide an Employment Offer Letter and

Exhibit 1 dated _

(the "**Offer Letter**") issued by the Company to the Employee. The

Employee has agreed to be bound by the terms and conditions in the Offer Letter.

C. Pursuant to the terms of the Offer Letter, to meet the requirements of employment, the Employee is, as a condition of employment with the Company, required to undergo necessary and specialized training and/or on-the-job skill enhancement (under expert guidance) in Outsourcing Operations as necessary and/ or relevant to Employee's duties and responsibilities at the Company. Further, the Employee understands and has agreed that he/she is required to clear the mandatory "Final Assessment" and/or any other certification test as will be prescribed by the Company. The said training and on-the-job skill enhancement is hereinafter collectively referred to as **Training**.

D. The Company has a reasonable expectation that the Employee will apply on the job knowledge and skills learnt by him as a result of the Training, as well as share this knowledge with other employees, whenever possible, to maximize the positive impact of the skills learnt as part of the Training in their work environment.

E. Considering the significant investment that Training represents, the Company seeks an assurance in the form of this Agreement, to ensure that the Employee will not resign or cause to terminate his / her employment with the Company before the cost of the Training is amortized. Accordingly, the Employee as such has agreed to continue employment with the Company for a minimum period as set out in this Agreement.

NOW THEREFORE, in consideration of the foregoing and the respective representations, warranties, covenants and agreements set forth herein, and other good and valuable consideration, the receipt, adequacy and legal sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1.The Employee confirms that the employment and Training are beneficial to the Employee and that the provisions of this Agreement are fairly and reasonably required for protection and preservation of the interest of the Company, and is not penal in nature.

2.The Employee agrees that the Agreement is necessitated on account of the fact that the Employee has to undergo Training at the Company's cost, expense and time to acquire necessary technical and professional skills required for discharging duties and responsibilities as an employee, and the Employee hereby agrees to undergo and accept the Training as arranged by the Company as per terms and conditions of the Offer Letter and this Agreement. The Employee acknowledges that the Training shall immensely benefit and assist the Employee not only in his/her job duties and responsibilities at the Company but shall also significantly enhance his/her career prospects, both at the Company and outside of it.

3.The Employee hereby acknowledges and agrees that the Training will entail significant expenditure to the Company, including but not limited to, computer time, instructor time, supervisory time, software costs, travel and accommodation, the setting up and maintenance of general and special facilities for Training as well as for on-the-job skill enhancements, apart from the Employee's recruitment costs and salary & benefits during period of Training. For the purposes of this Agreement, the Training costs and related expenses are estimated by the Company to be Rupees Seventy Five Thousand Only ("**Training Costs and Expenses**"), which is hereby accepted and confirmed by the Employee.

4.The Employee agrees that as part of the Training, the Employee will study with all due care and diligence to the best of the Employee's ability and abide by and confirm to all the rules and regulations, policies, Terms and conditions of the Company in regard to Training hours, holidays, discipline and other conditions of the employment and/or Training or any directions given to Employee by the authorized representatives of the Company.

5.The Employee further agrees that during the period of Training, the Employee will abide by the instructions of the authorized representatives of the Company under whom the Employee may from time to time be placed. The Company reserves to itself the right to modify or vary, the content and/or period of the Training, without assigning any reason whatsoever.

6.In consideration of the expenses incurred by the Company for the Employee's Training, enhancement of skillsets and other good and valuable consideration, the receipt of which is hereby acknowledged by the Employee, the Employee agrees to serve in employment of the Company for a minimum period of Twenty Four (24) months (the "Commitment Term") from the date of the Employee joining the Company as an employee ("Joining Date"). Even if the Employee commits an act or omission with the intent to deliberately cause the Company to terminate his/her employment ("Employment Cessation"), the Employee shall be deemed to be in breach of the above obligation and the Commitment Term

7. The Parties agree that Commitment Term represents the minimum period by which the TrainingCosts & Expenses would be amortized by the Company.

8.The Employee is aware that the Company has employed the Employee in view of the Employee's commitment to remain in the Company's employment during the entire Commitment Term and signing of this Agreement. The Employee recognizes and accepts that the Company would be put to substantial disadvantage, inconvenience, loss, etc., in the event of the Employee not serving the entire Commitment Term.

9. Accordingly and notwithstanding anything to the contrary:

(i) in the event Employment Cessation occurs at any time but before completion of 12 months from the Joining Date, the Employee hereby agrees and undertakes to immediately reimburse to the Company the entire Training Costs and Expenses

(ii) in the event Employment Cessation occurs at any time after completion of 12 months but before completion of 18 months from the Joining Date, the Employee hereby agrees and undertakes to immediately reimburse to the Company 50% of the Training Costs and Expenses.

(iii) in the event Employment Cessation occurs at any time after completion of 18 months but before completion of 24 months from the Joining Date, the Employee hereby agrees and undertakes to immediately reimburse to the Company 25% of the Training Costs and Expenses.

10. The Employee's liability to reimburse the Training Costs and Expenses as per Clause 9 above is without prejudice to the Company's other rights that it shall be entitled to receive under law or equity. Additionally, the Employee's liability to reimburse the Training Costs and Expenses as per Clause 9 above shall constitute a debt owed by the Employee to the Company and shall be recoverable by the Company from the Employee with interest thereon calculated at 12% per annum till realization.

11. The Employee agrees that the Company shall at all times have lien over and the authority of deducting or appropriating towards the recovery of the Employee's liability to reimburse the Training Costs and Expenses to the Company, by way of salary, arrears of salary and all other types of remuneration and terminal benefits. Such a right of recovery shall be without prejudice to the Company's other rights that it shall be entitled to receive under law or equity.

12. The Employee further agrees to sign all such papers, documents, promissory notes, bank guarantee, undertakings and / or powers of attorney/letters of authority as the Company may require in this respect or under this Agreement.

13. The Parties further agree that this Agreement shall continue to be valid and in force even if the employment of the Employee ceases or is terminated at any time during the Commitment Term.

14. The Parties agree that (i) the failure to enforce any right against the Employee by the Company or (ii) any compromise made by the Company with the Employee for any violation of the terms in the Offer Letter, shall not constitute a waiver of the rights that the Company enjoys against the Employee under this Agreement or under the applicable laws.

15. It is hereby clarified that notwithstanding anything to the contrary, this Agreement shall not affect the Company's right to terminate the employment of the Employee at any time, whether during the Commitment Term or anytime thereafter. It is also clarified that nothing in this Agreement prevents the Employee from leaving, resigning from or terminating his/her employment with the Company(and accordingly this Agreement should not be construed as an employee bond) and that this Agreement stipulates only the monetary amounts that the Employee is liable and required to repay and/or reimburse to the Company in certain specific situations as envisaged in this Agreement.

16. The Employee agrees, recognizes and acknowledges that:

16.1.1 (i) he/she has been provided with a copy of this Agreement for review prior to signing it; (ii) he/she has reviewed it and that he/she understands the terms, purposes and effects of this Agreement; (iii) he/she has signed this Agreement only after having had the opportunity to seek clarifications; (iv) he/she has been given a signed copy of this Agreement for his/her own records; and (v) he/she has not been subjected to duress or undue influence of any kind to execute this Agreement and this Agreement will not impose an undue hardship upon him/her; and

16.1.2 He/she is subject to no contractual restriction or obligation that will in any way limit his/her activities on behalf of the Company or prevent him/her from performing all or any of the obligations, terms and conditions of this Agreement.

17. The Parties agree that all notices under this Agreement shall be sent by a Party to the other Parties by acknowledgement receipt registered post and contemporaneous courier transmission or by email to the addresses as has been provided in the Offer Letter.

18. If any paragraph, sub-paragraph, or provision of this Agreement, or the application of such paragraph, sub-paragraph, or provision, is held invalid by a court of competent jurisdiction, the remainder of this Agreement, and the application of such paragraph, sub-paragraph, or provision to persons, or circumstances other than those with respect to which it is held invalid shall not be affected.

19. The terms of this Agreement (read along with Offer Letter) are the entire agreement and understanding with respect to the subject matter hereof and supersedes all prior discussions or representations between the Company and the Employee.

20. The Employee acknowledges and agrees that the Company may assign any of its rights under this Agreement to any person or entity. This Agreement is not assignable by the Employee.

21. No waiver by the Company of any breach of this Agreement shall be a waiver of any preceding or succeeding breach. No waiver by the Company of any right under this Agreement shall be construed as a waiver of any other right under this Agreement or under law. The Company shall not be required to give notice to enforce strict adherence to all terms of this Agreement.

22. No change, modification, or termination of any of the terms, provisions, or conditions of this Agreement shall be effective unless made in writing and signed or initialled by all signatories to this Agreement.

23. All disputes arising between the Parties shall be settled under the provisions of the Arbitration and Conciliation Act 1996 of India. The Parties agree that the arbitration proceedings shall be conducted in Mumbai. Notwithstanding anything to the contrary, the Parties agree that this Agreement shall be construed and enforced in accordance with the laws of India, without giving effect to the conflict of law provisions thereof. Subject to the aforesaid, the courts in Mumbai shall have exclusive jurisdiction to resolve any disputes between the Parties that arise out of this Agreement.

(Signature Page follows)

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the date written below by their own hand and seal or by their duly authorized representatives.

Employee Signature: Name: Date:

For Capgemini Technology Services India Limited

Signature: Name: Designation: Date:

EXHIBIT 1

Terms & Conditions of Employment with Capgemini Technology Services India Limited

1. CURRENT WORK LOCATION:

1.1 Your base location for work is identified in the Employment Offer Letter. 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 anyorganization 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 required 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 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 effectivehourly 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 threemonths' 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

5.2.1. Average percentage of placement of outgoing students during the last five years

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:

5.2.1. Average percentage of placement of outgoing students during the last five years

Candidate ID:4834439 /836883,

Date of Joining:08/23/2021,

Joining Location:Trichy IN,

Designation:Associate.

Dear Sabarimani Ayyappan ,

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 9:00 am at Trichy IN office, for joining formalities as per the address mentioned below:

Address

VRN Center No 37, VRN Centre,
Bishop Road,Puthur, Trichy – 620017
https://goo.gl/maps/jmHTzZwXetMrRm9d8

5.2.1. Average percentage of placement of outgoing students during the last five years

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.	Relieving letter / Resignation Acceptance Letter from the immediate last employer OR Resignation mail (mentioning of last working day from the HR is mandatory)
3.	Experience letter from previous two employers.
4.	Immediate last employer Salary details (Appointment letter / Latest Increment Letter)
5.	Highest Degree Mark sheet and Convocation Certificate (All semester mark sheet)
6.	Passport Copies (First and Last page only)
7.	Pan card Copy- Mandatory
8.	Driving license copy
9.	Passport size photographs(4 nos)
10.	Aadhaar Card Copy - Mandatory , if allotted
11.	Cancelled Cheque of Saving Bank Account having IFSC Code details - Mandatory
12.	Details of your Provident Fund, Employees' Pension Scheme and Universal Account Number, if earlier member PF/EPS scheme Mandatory.

5.2.1. Average percentage of placement of outgoing students during the last five years

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 8:45AM, and contact security at the main gate for your entry pass.

Best Regards,
Team HR

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5.2.1. Average percentage of placement of outgoing students during the last five years

EMPLOYMENT OFFER LETTER

Capgemini Ref: 4834439 /836883,
08/19/2021,
Sabarimani Ayyappan
12B 72/1,,NORTH EDA STREET, BEEMA NAGAR,

Trichy ,Tamil Nadu ,
India.

Confidential

Dear Sabarimani Ayyappan ,

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 08/23/2021 (or such other date as may be communicated to you by the Company), as per details given below.

A) Your current designation will be Associate /A2

B) You will be required to work at the Company's offices in location Trichy IN

C) Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 174662/- (Rupees One Lakh Seventy Four Thousand Six Hundred and Sixty Two only 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:

The breakup of your all-inclusive annual target compensation given in Exhibit 2

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.) A. **Retention Bonus** and will be fully taxable. This amount is fully recoverable if you leave the organization within 12 months from date of PAYOUT.**INR. 25,000/- (Rupees Twenty Five Thousand Only)** from the date of joining you would be entitled to receive a retention bonus of **two years** - On successful completion of

B. Joining Bonus- Not Applicable

C. Notice period buy Out : Not Applicable

D. Relocation- Not Applicable

G) Probationary Period:

1. 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. **six months** You will be on probation for a period of

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.

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

I) 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.

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.

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

K) 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,

Brigade Metropolis, Summit – Tower 'A',

73/1, Garudacharpalya, Mahadevapura Post,

Whitefield Main Road,

Bangalore – 560048

5.2.1. Average percentage of placement of outgoing students during the last five years

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



Aarti Srivastava

Head of HR - Business Services

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: Sabarimani Ayyappan

Date: 08/19/2021

5.2.1. Average percentage of placement of outgoing students during the last five years

Exhibit 2

Name	SabarimaniAyyappan
Designation	Associate
Grade	A2
Location	Trichy IN

COMPONENTS	PER MONTH	PER ANNUM
Basic Salary	Rs. 9,492.00	Rs. 113,904.00
House Rent Allowance	Rs. 532.00	Rs. 6,378.00
Other Allowance and Reimbursement - 1	Rs. 0	Rs. 0
Other Allowance and Reimbursement - 2	Rs. 0	Rs. 0
Advance Statutory Bonus	Rs. 1,898.00	Rs. 22,781.00
Total Gross Salary	Rs. 11,922.00	Rs. 143,063.00
Company Contribution to PF	Rs. 1,139.00	Rs. 13,668.00
Gratuity (Accrual only)	Rs. 457.00	Rs. 5,479.00
Total Fixed Compensation	Rs. 13,518.00	Rs. 162,210.00
Variable Pay (as per policy)	Rs. 0.00	Rs. 0.00
Total Cash Compensation	Rs. 13,518.00	Rs. 162,210.00
Insurance Premium (Mediclaim, Personal Accident, Group Term Life)	Rs. 650.00	Rs. 7,802.00
Capgemini contribution to ESI	Rs. 387.00	Rs. 4,650.00
Total Cost to Company	Rs. 14555	Rs. 174662

*OAAR: You are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Personal Allowance

5.2.1. Average percentage of placement of outgoing students during the last five years

Component	Max Limit Annually
Other Allowance and Reimbursement - 1	
Remote Working Allowance	19800.00
Books and Journels	24000.00
Professional Pursuit	180000.00
Conveyance Allowance	63,600.00
Other Allowance and Reimbursement - 2	
Leave Travel Assistance	60,000.00
Food Allowance	26,400.00
NPS	0.00
Car and Driver Salary Reimbursement	21,600.00

Notes:
The payroll processing will be as per Company policy notified from time to time.
1. Employees should decide on the Flexi Benefits at the time of joining; any changes will be accepted as per Company policy applicable from time to time.
2. For claiming tax benefit in case of admissible allowances and reimbursements (OAAR), 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.
3. 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.
4. 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 as defined by Law.
The Benefits (Accidental, Medical as applicable) amount has been arrived at by considering the maximum eligibility under each of the components.
** Annual Variable Compensation Payout will be as per the Variable Compensation Scheme; Annual Variable Compensation payout can range from 0 to the amount mentioned above.
# All components under Other Allowance and Reimbursement – 1 will be paid along with monthly salary. Tax benefit as per proof submission will be passed into tax liability calculation basis bills submission.
+ This is the maximum limit you are eligible for. You may choose any of the optional components under 'Other Allowance & Reimbursements - 2' Nontaxable components (except Meal Card) would be paid based on a voluntary claim by employee through payroll. Taxable component would be paid on a monthly basis. All payments will be based on Company's policies.

Approved by : **Name : Sabarimani Ayyappan**



Aarti Srivastava **Signature & Date: 08/19/2021,**

5.2.1. Average percentage of placement of outgoing students during the last five years

TRAINING AGREEMENT

This Training Agreement ("**Agreement**") is made and executed on _____atby and between:

Mr./Ms._____ S/D/o Mr./Mrs. _____, having employee id no _____, permanent resident of _____and presently residing at_____ (hereinafter referred to as the "**Employee**");

And

Capgemini Technology Services India Limited, a company incorporated under the Companies Act, 1956 with its registered office at Block A Godrej IT park, Godrej & Boyce Compound, LBS Marg, Vikhroli West, Mumbai – 400079, India (hereinafter referred to as the "**Company**" which expression shall unless excluded by or repugnant to the context, be deemed to mean and include its successors and assigns);

The Employee and the Company are also referred to as the "**Party**" in the singular and as the "**Parties**" in the collective.

WHEREAS:

A. The Company is an entity engaged in the business of providing Information Technology, Software development and Outsourcing Services for the purpose of attaining its objects, the Company requires Employee to be employed to further the business of the Company.

B. The Employee has been offered employment with the Company vide an Employment Offer Letter and

Exhibit 1 dated _

(the "**Offer Letter**") issued by the Company to the Employee. The

Employee has agreed to be bound by the terms and conditions in the Offer Letter.

C. Pursuant to the terms of the Offer Letter, to meet the requirements of employment, the Employee is, as a condition of employment with the Company, required to undergo necessary and specialized training and/or on-the-job skill enhancement (under expert guidance) in Outsourcing Operations as necessary and/ or relevant to Employee's duties and responsibilities at the Company. Further, the Employee understands and has agreed that he/she is required to clear the mandatory "Final Assessment" and/or any other certification test as will be prescribed by the Company. The said training and on-the-job skill enhancement is hereinafter collectively referred to as **Training**.

D. The Company has a reasonable expectation that the Employee will apply on the job knowledge and skills learnt by him as a result of the Training, as well as share this knowledge with other employees, whenever possible, to maximize the positive impact of the skills learnt as part of the Training in their work environment.

E. Considering the significant investment that Training represents, the Company seeks an assurance in the form of this Agreement, to ensure that the Employee will not resign or cause to terminate his / her employment with the Company before the cost of the Training is amortized. Accordingly, the Employee as such has agreed to continue employment with the Company for a minimum period as set out in this Agreement.

NOW THEREFORE, in consideration of the foregoing and the respective representations, warranties, covenants and agreements set forth herein, and other good and valuable consideration, the receipt, adequacy and legal sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1.The Employee confirms that the employment and Training are beneficial to the Employee and that the provisions of this Agreement are fairly and reasonably required for protection and preservation of the interest of the Company, and is not penal in nature.

2.The Employee agrees that the Agreement is necessitated on account of the fact that the Employee has to undergo Training at the Company's cost, expense and time to acquire necessary technical and professional skills required for discharging duties and responsibilities as an employee, and the Employee hereby agrees to undergo and accept the Training as arranged by the Company as per terms and conditions of the Offer Letter and this Agreement. The Employee acknowledges that the Training shall immensely benefit and assist the Employee not only in his/her job duties and responsibilities at the Company but shall also significantly enhance his/her career prospects, both at the Company and outside of it.

3.The Employee hereby acknowledges and agrees that the Training will entail significant expenditure to the Company, including but not limited to, computer time, instructor time, supervisory time, software costs, travel and accommodation, the setting up and maintenance of general and special facilities for Training as well as for on-the-job skill enhancements, apart from the Employee's recruitment costs and salary & benefits during period of Training. For the purposes of this Agreement, the Training costs and related expenses are estimated by the Company to be Rupees Seventy Five Thousand Only ("**Training Costs and Expenses**"), which is hereby accepted and confirmed by the Employee.

4.The Employee agrees that as part of the Training, the Employee will study with all due care and diligence to the best of the Employee's ability and abide by and confirm to all the rules and regulations, policies, Terms and conditions of the Company in regard to Training hours, holidays, discipline and other conditions of the employment and/or Training or any directions given to Employee by the authorized representatives of the Company.

5.The Employee further agrees that during the period of Training, the Employee will abide by the instructions of the authorized representatives of the Company under whom the Employee may from time to time be placed. The Company reserves to itself the right to modify or vary, the content and/or period of the Training, without assigning any reason whatsoever.

6.In consideration of the expenses incurred by the Company for the Employee's Training, enhancement of skillsets and other good and valuable consideration, the receipt of which is hereby acknowledged by the Employee, the Employee agrees to serve in employment of the Company for a minimum period of Twenty Four (24) months (the "Commitment Term") from the date of the Employee joining the Company as an employee ("Joining Date"). Even if the Employee commits an act or omission with the intent to deliberately cause the Company to terminate his/her employment ("Employment Cessation"), the Employee shall be deemed to be in breach of the above obligation and the Commitment Term

7. The Parties agree that Commitment Term represents the minimum period by which the TrainingCosts & Expenses would be amortized by the Company.

8.The Employee is aware that the Company has employed the Employee in view of the Employee's commitment to remain in the Company's employment during the entire Commitment Term and signing of this Agreement. The Employee recognizes and accepts that the Company would be put to substantial disadvantage, inconvenience, loss, etc., in the event of the Employee not serving the entire Commitment Term.

9. Accordingly and notwithstanding anything to the contrary:

(i) in the event Employment Cessation occurs at any time but before completion of 12 months from the Joining Date, the Employee hereby agrees and undertakes to immediately reimburse to the Company the entire Training Costs and Expenses

(ii) in the event Employment Cessation occurs at any time after completion of 12 months but before completion of 18 months from the Joining Date, the Employee hereby agrees and undertakes to immediately reimburse to the Company 50% of the Training Costs and Expenses.

(iii) in the event Employment Cessation occurs at any time after completion of 18 months but before completion of 24 months from the Joining Date, the Employee hereby agrees and undertakes to immediately reimburse to the Company 25% of the Training Costs and Expenses.

10. The Employee's liability to reimburse the Training Costs and Expenses as per Clause 9 above is without prejudice to the Company's other rights that it shall be entitled to receive under law or equity. Additionally, the Employee's liability to reimburse the Training Costs and Expenses as per Clause 9 above shall constitute a debt owed by the Employee to the Company and shall be recoverable by the Company from the Employee with interest thereon calculated at 12% per annum till realization.

11. The Employee agrees that the Company shall at all times have lien over and the authority of deducting or appropriating towards the recovery of the Employee's liability to reimburse the Training Costs and Expenses to the Company, by way of salary, arrears of salary and all other types of remuneration and terminal benefits. Such a right of recovery shall be without prejudice to the Company's other rights that it shall be entitled to receive under law or equity.

12. The Employee further agrees to sign all such papers, documents, promissory notes, bank guarantee, undertakings and / or powers of attorney/letters of authority as the Company may require in this respect or under this Agreement.

13. The Parties further agree that this Agreement shall continue to be valid and in force even if the employment of the Employee ceases or is terminated at any time during the Commitment Term.

14. The Parties agree that (i) the failure to enforce any right against the Employee by the Company or (ii) any compromise made by the Company with the Employee for any violation of the terms in the Offer Letter, shall not constitute a waiver of the rights that the Company enjoys against the Employee under this Agreement or under the applicable laws.

15. It is hereby clarified that notwithstanding anything to the contrary, this Agreement shall not affect the Company's right to terminate the employment of the Employee at any time, whether during the Commitment Term or anytime thereafter. It is also clarified that nothing in this Agreement prevents the Employee from leaving, resigning from or terminating his/her employment with the Company(and accordingly this Agreement should not be construed as an employee bond) and that this Agreement stipulates only the monetary amounts that the Employee is liable and required to repay and/or reimburse to the Company in certain specific situations as envisaged in this Agreement.

16. The Employee agrees, recognizes and acknowledges that:

16.1.1 (i) he/she has been provided with a copy of this Agreement for review prior to signing it; (ii) he/she has reviewed it and that he/she understands the terms, purposes and effects of this Agreement; (iii) he/she has signed this Agreement only after having had the opportunity to seek clarifications; (iv) he/she has been given a signed copy of this Agreement for his/her own records; and (v) he/she has not been subjected to duress or undue influence of any kind to execute this Agreement and this Agreement will not impose an undue hardship upon him/her; and

16.1.2 He/she is subject to no contractual restriction or obligation that will in any way limit his/her activities on behalf of the Company or prevent him/her from performing all or any of the obligations, terms and conditions of this Agreement.

17. The Parties agree that all notices under this Agreement shall be sent by a Party to the other Parties by acknowledgement receipt registered post and contemporaneous courier transmission or by email to the addresses as has been provided in the Offer Letter.

18. If any paragraph, sub-paragraph, or provision of this Agreement, or the application of such paragraph, sub-paragraph, or provision, is held invalid by a court of competent jurisdiction, the remainder of this Agreement, and the application of such paragraph, sub-paragraph, or provision to persons, or circumstances other than those with respect to which it is held invalid shall not be affected.

19. The terms of this Agreement (read along with Offer Letter) are the entire agreement and understanding with respect to the subject matter hereof and supersedes all prior discussions or representations between the Company and the Employee.

20. The Employee acknowledges and agrees that the Company may assign any of its rights under this Agreement to any person or entity. This Agreement is not assignable by the Employee.

21. No waiver by the Company of any breach of this Agreement shall be a waiver of any preceding or succeeding breach. No waiver by the Company of any right under this Agreement shall be construed as a waiver of any other right under this Agreement or under law. The Company shall not be required to give notice to enforce strict adherence to all terms of this Agreement.

22. No change, modification, or termination of any of the terms, provisions, or conditions of this Agreement shall be effective unless made in writing and signed or initialled by all signatories to this Agreement.

23. All disputes arising between the Parties shall be settled under the provisions of the Arbitration and Conciliation Act 1996 of India. The Parties agree that the arbitration proceedings shall be conducted in Mumbai. Notwithstanding anything to the contrary, the Parties agree that this Agreement shall be construed and enforced in accordance with the laws of India, without giving effect to the conflict of law provisions thereof. Subject to the aforesaid, the courts in Mumbai shall have exclusive jurisdiction to resolve any disputes between the Parties that arise out of this Agreement.

(Signature Page follows)

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the date written below by their own hand and seal or by their duly authorized representatives.

Employee Signature: Name: Date:

For Capgemini Technology Services India Limited

Signature: Name: Designation: Date:

EXHIBIT 1

Terms & Conditions of Employment with Capgemini Technology Services India Limited

1. CURRENT WORK LOCATION:

1.1 Your base location for work is identified in the Employment Offer Letter. 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 anyorganization 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 required 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 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 effectivehourly 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 threemonths' 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

5.2.1. Average percentage of placement of outgoing students during the last five years

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:

5.2.1. Average percentage of placement of outgoing students during the last five years

ChainSys

02nd April 2021

Mohamed Sikkandar A
India

Sub: Offer for the post of Internship

Dear Mohamed Sikkandar A

- Further to your application and subsequent discussions between us, we are pleased to appoint you as Intern at Chain Sys, where as your reporting date will be on **07th April 2021.**
- Your work location is Chennai, India.
- **During training/ Internship period you will be eligible for a Stipend of Rs. 12000/- (Rupees Twelve Thousand only) post completion of successful Training and assessment you will be eligible for the CTC of Rs.2,33,539/ LPA (Two lakhs and thirty-three thousand five hundred and thirty-nine only)**
- Your duties will include efficient, satisfactory, and economical operation in the area of responsibility that may be assigned to you from time to time. During your internship you will maintain a high standard of loyalty, efficiency, and integrity.
- Your appointment is being made based on your particulars such as qualification etc. as given by you in your application for employment and in case any information as given by you is found false or incorrect, your appointment will be deemed void and liable for termination without any notice or salary in lieu thereof.
- Your confirmation post internship is based on your performance during the internship period of 6 Months from your date of joining.
- Your address, as indicated in your application for appointment shall be deemed to be correct for sending any communication to you. In case there is any change in your residential address, you will intimate the same in writing to the HR Department within three days from the date of such change and get such change of address recorded.
- **Reporting and Nature of work:**
  You will report to your department Team Leader. Your overall responsibility would cover output, quality, discipline, and other allied matters of the projects / departments assigned to you from time to time. You will be directly responsible for the performance of the persons working under you. You are also expected to carry out such other works as may be assigned to you by your superiors from time to time to the best of your ability and skill. The Company reserves the right to change your designation & duties from time to time as deemed necessary for the Business

ChainSys

- **Property Rights.**
  You shall agree and confirm that the results and outputs of all work (studies, proposals, plans, definitions, documentation, analysis, etc) performed in the course of your employment and all findings will remain the property and copyright of the Company.

- By accepting this offer of employment, you acknowledge that you must keep all of this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company.In addition, you agree that, upon conclusion of your employment, you will immediately return to the Company all of its property, equipment, and documents, including electronically stored information.

- We look forward to a long and mutually beneficial association with us. Please sign and return the duplicate copy of this order as a token of your having understood and accepted the terms of the appointment.

Thanking you,
Yours truly,

For **Chain-Sys (India) Pvt Ltd.**

Accepted Date of Joining: _____

Jegan AR
Resource Manager

Mohamed Sikkandar A

ChainSys

ANNEXURE – I

List Of Mandatory Documents (Photocopies)

S. No.	PARTICULARS	No. of Copies
	EDUCATIONAL CERTIFICATES	
1	10th and 12th(Mark Sheets / Passing Certificates)	1
2	Graduation Degree / Provisional Certificate / Mark Sheets	1
3	PG Degree / Provisional Certificate / Mark Sheets (If Any)	1
4	Software Certificates (If Any)	1
	IDENTITYPROOF	
5	Driving License (If Available)	1
6	Passport copy	1
7	PAN Card	2
8	Aadhar Card Copy	2
	OTHER DOCUMENT	
9	Passport size photo (Hard copy)	7

Please note that it is mandatory to:

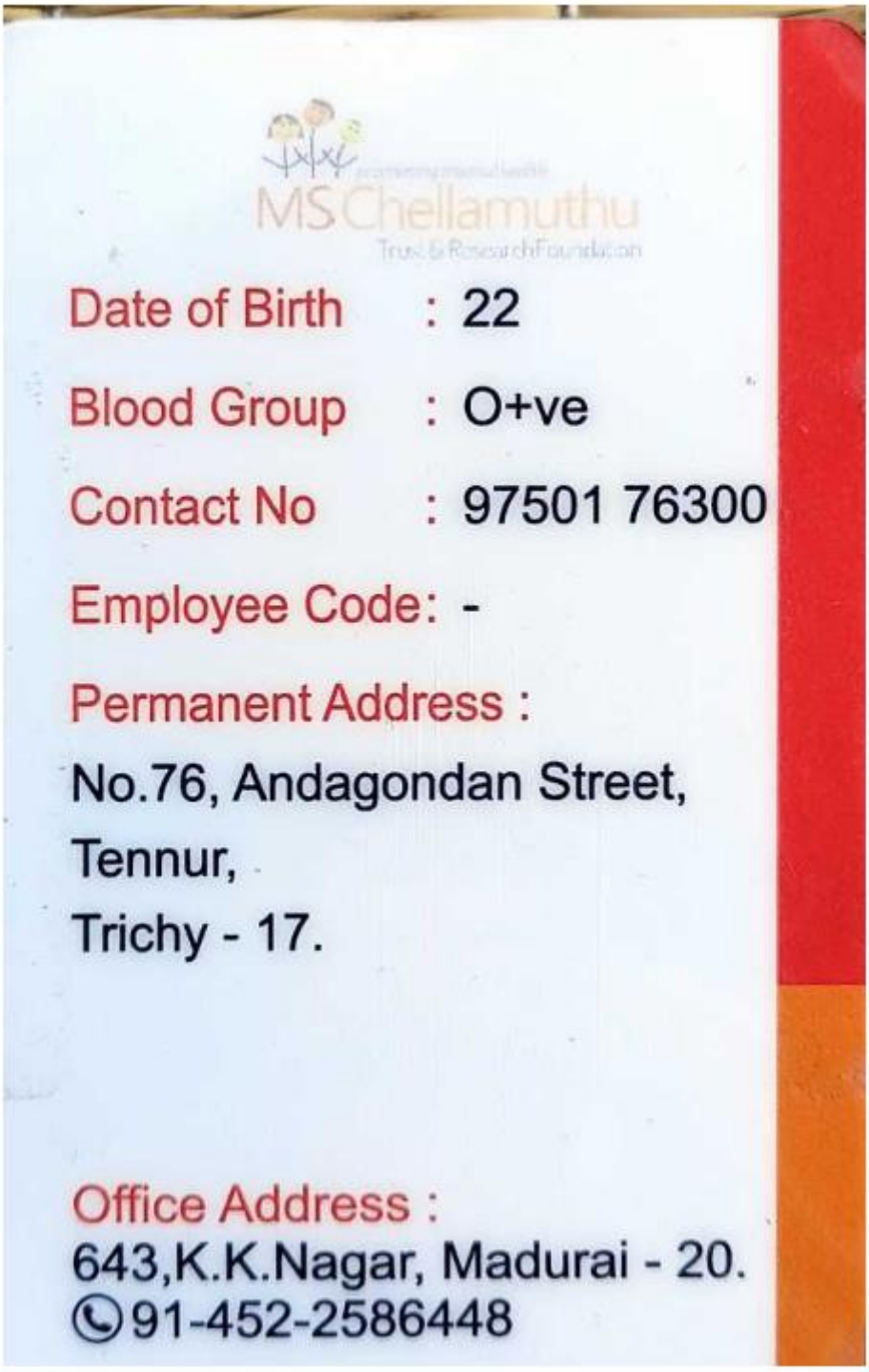
- Carry originals at the time of joining for cross verification and carry a copy of signed offer letter
- Know your blood group
- Provide your Land line number

5.2.1. Average percentage of placement of outgoing students during the last five years

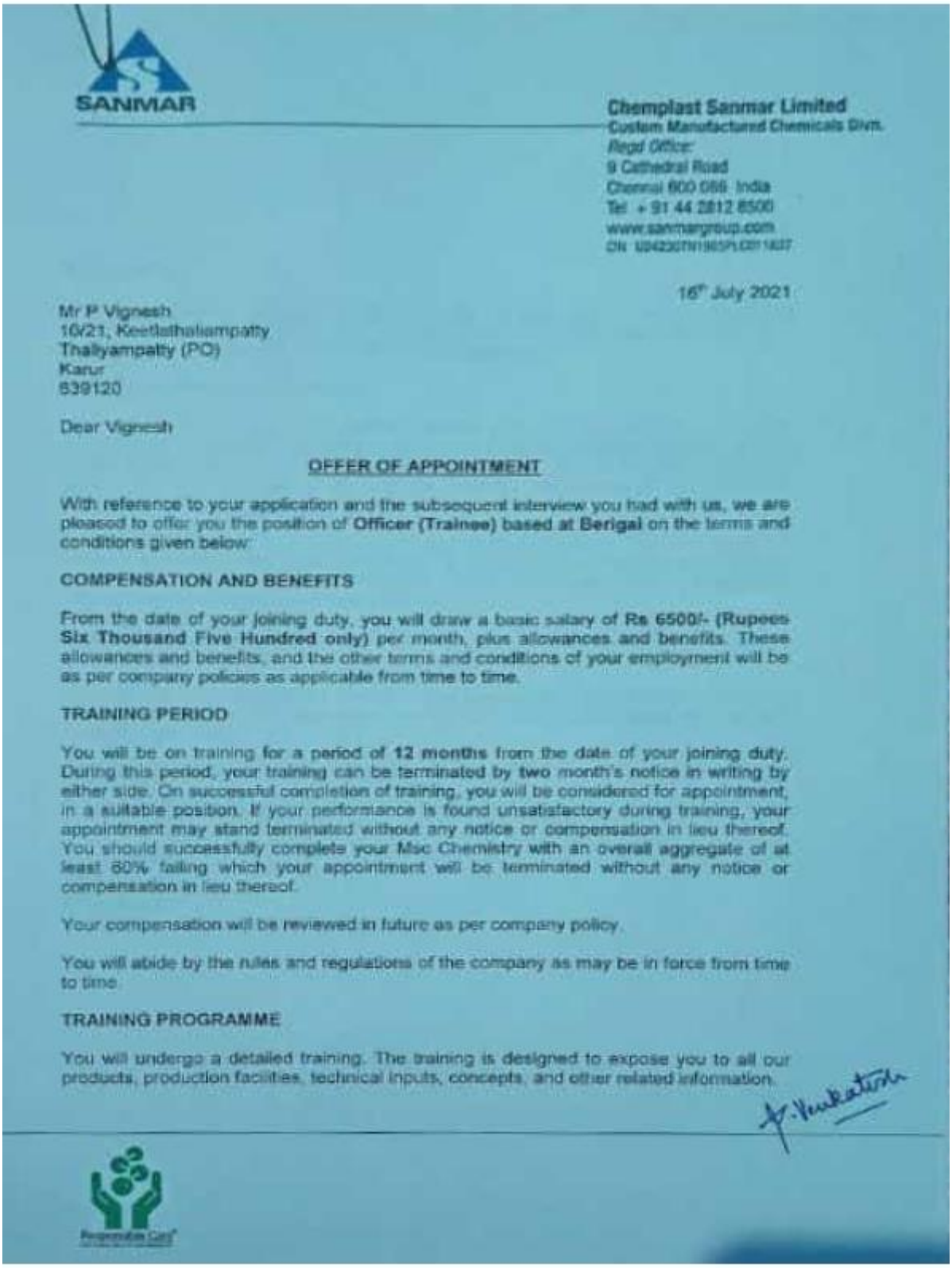


5.2.1. Average percentage of placement of outgoing students during the last five years

5.2.1. Average percentage of placement of outgoing students during the last five years



5.2.1. Average percentage of placement of outgoing students during the last five years



SANMAR

Chemplast Sanmar Limited
Custom Manufactured Chemicals Divn.
Regd Office:
9 Cathedral Road
Chennai 600 086 India
Tel +91 44 2812 6500
www.sanmargroup.com
CIN U24230TN1985PLC011437

16th July 2021

Mr P Vignesh
10/21, Keelathaliampatty
Thaliyampatty (PO)
Karur
639120

Dear Vignesh

OFFER OF APPOINTMENT

With reference to your application and the subsequent interview you had with us, we are pleased to offer you the position of **Officer (Trainee)** based at **Berigai** on the terms and conditions given below:

COMPENSATION AND BENEFITS

From the date of your joining duty, you will draw a basic salary of **Rs 6500/- (Rupees Six Thousand Five Hundred only)** per month, plus allowances and benefits. These allowances and benefits, and the other terms and conditions of your employment will be as per company policies as applicable from time to time.

TRAINING PERIOD

You will be on training for a period of **12 months** from the date of your joining duty. During this period, your training can be terminated by **two** month's notice in writing by either side. On successful completion of training, you will be considered for appointment, in a suitable position. If your performance is found unsatisfactory during training, your appointment may stand terminated without any notice or compensation in lieu thereof. You should successfully complete your Msc Chemistry with an overall aggregate of at least 60% failing which your appointment will be terminated without any notice or compensation in lieu thereof.

Your compensation will be reviewed in future as per company policy.

You will abide by the rules and regulations of the company as may be in force from time to time.

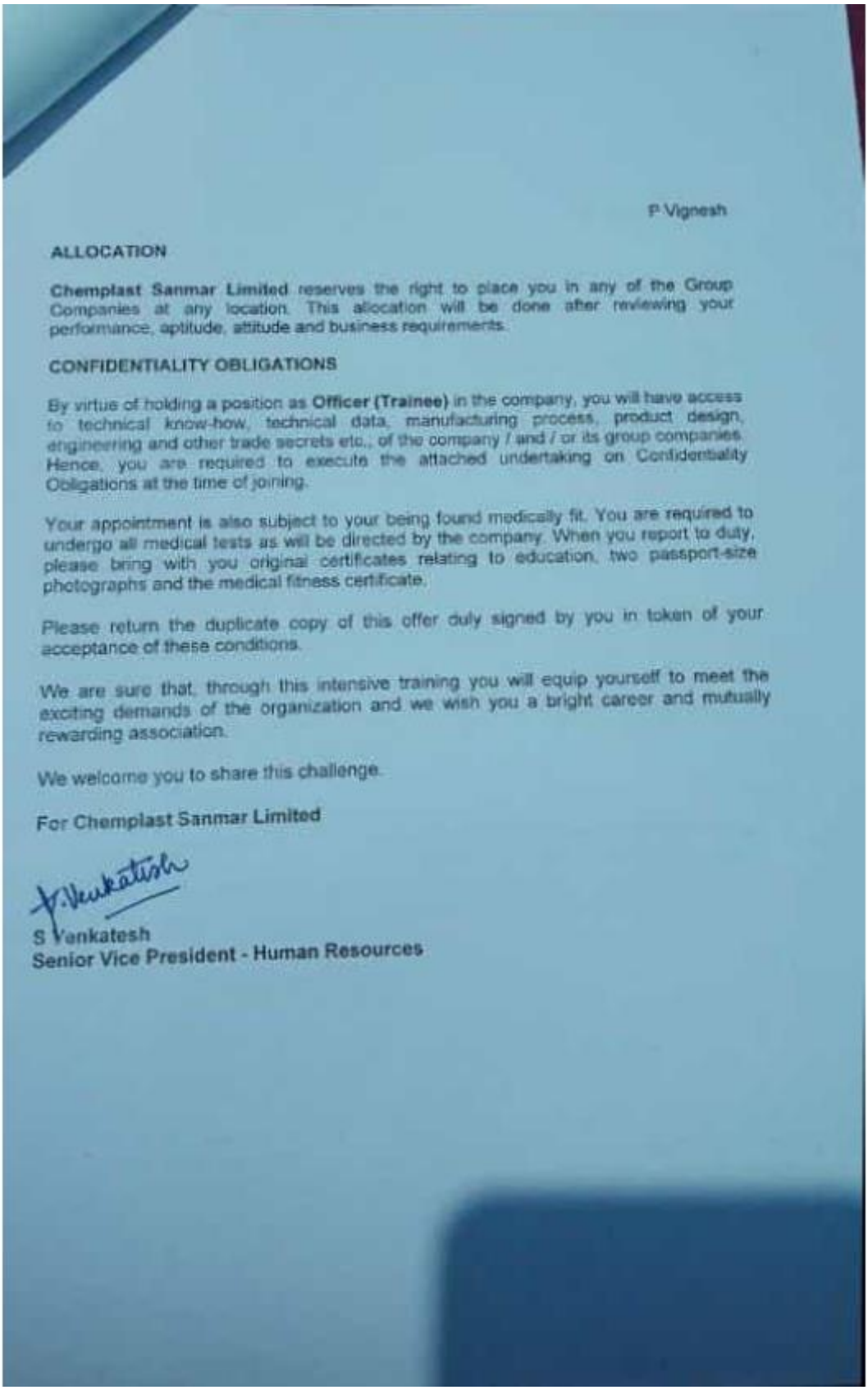
TRAINING PROGRAMME

You will undergo a detailed training. The training is designed to expose you to all our products, production facilities, technical inputs, concepts, and other related information.

A. Venkatesh

Responsible Care®

5.2.1. Average percentage of placement of outgoing students during the last five years



P Vignesh

ALLOCATION

Chemplast Sanmar Limited reserves the right to place you in any of the Group Companies at any location. This allocation will be done after reviewing your performance, aptitude, attitude and business requirements.

CONFIDENTIALITY OBLIGATIONS

By virtue of holding a position as **Officer (Trainee)** in the company, you will have access to technical know-how, technical data, manufacturing process, product design, engineering and other trade secrets etc., of the company / and / or its group companies. Hence, you are required to execute the attached undertaking on Confidentiality Obligations at the time of joining.

Your appointment is also subject to your being found medically fit. You are required to undergo all medical tests as will be directed by the company. When you report to duty, please bring with you original certificates relating to education, two passport-size photographs and the medical fitness certificate.

Please return the duplicate copy of this offer duly signed by you in token of your acceptance of these conditions.

We are sure that, through this intensive training you will equip yourself to meet the exciting demands of the organization and we wish you a bright career and mutually rewarding association.

We welcome you to share this challenge.

For **Chemplast Sanmar Limited**

S Venkatesh
Senior Vice President - Human Resources

5.2.1. Average percentage of placement of outgoing students during the last five years

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Tel + 91 44 2812 8500
www.sanmargroup.com
CIN U24230TN1985PLC011637

16th July 2021

Mr S Mohamed Ibrahim Gani
28D
Esha Palli Vasal
Ramanathapuram (DT)
623501

Dear Mohamed Ibrahim

OFFER OF APPOINTMENT

With reference to your application and the subsequent interview you had with us, we are pleased to offer you the position of **Officer (Trainee)** based at **Berigai** on the terms and conditions given below:

COMPENSATION AND BENEFITS

From the date of your joining duty, you will draw a basic salary of **Rs 6500/- (Rupees Six Thousand Five Hundred only)** per month, plus allowances and benefits. These allowances and benefits, and the other terms and conditions of your employment will be as per company policies as applicable from time to time.

TRAINING PERIOD

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Your compensation will be reviewed in future as per company policy.

You will abide by the rules and regulations of the company as may be in force from time to time.

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Responsible Care

5.2.1. Average percentage of placement of outgoing students during the last five years

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16th July 2021

Mr S Natrayan
145, Komberipetty
Vedasadur
Dindigul
624801

Dear Natrayan

OFFER OF APPOINTMENT

With reference to your application and the subsequent interview you had with us, we are pleased to offer you the position of **Officer (Trainee)** based at **Berigai** on the terms and conditions given below:

COMPENSATION AND BENEFITS

From the date of your joining duty, you will draw a basic salary of Rs 6500/- **(Rupees Six Thousand Five Hundred only)** per month, plus allowances and benefits. These allowances and benefits, and the other terms and conditions of your employment will be as per company policies as applicable from time to time.

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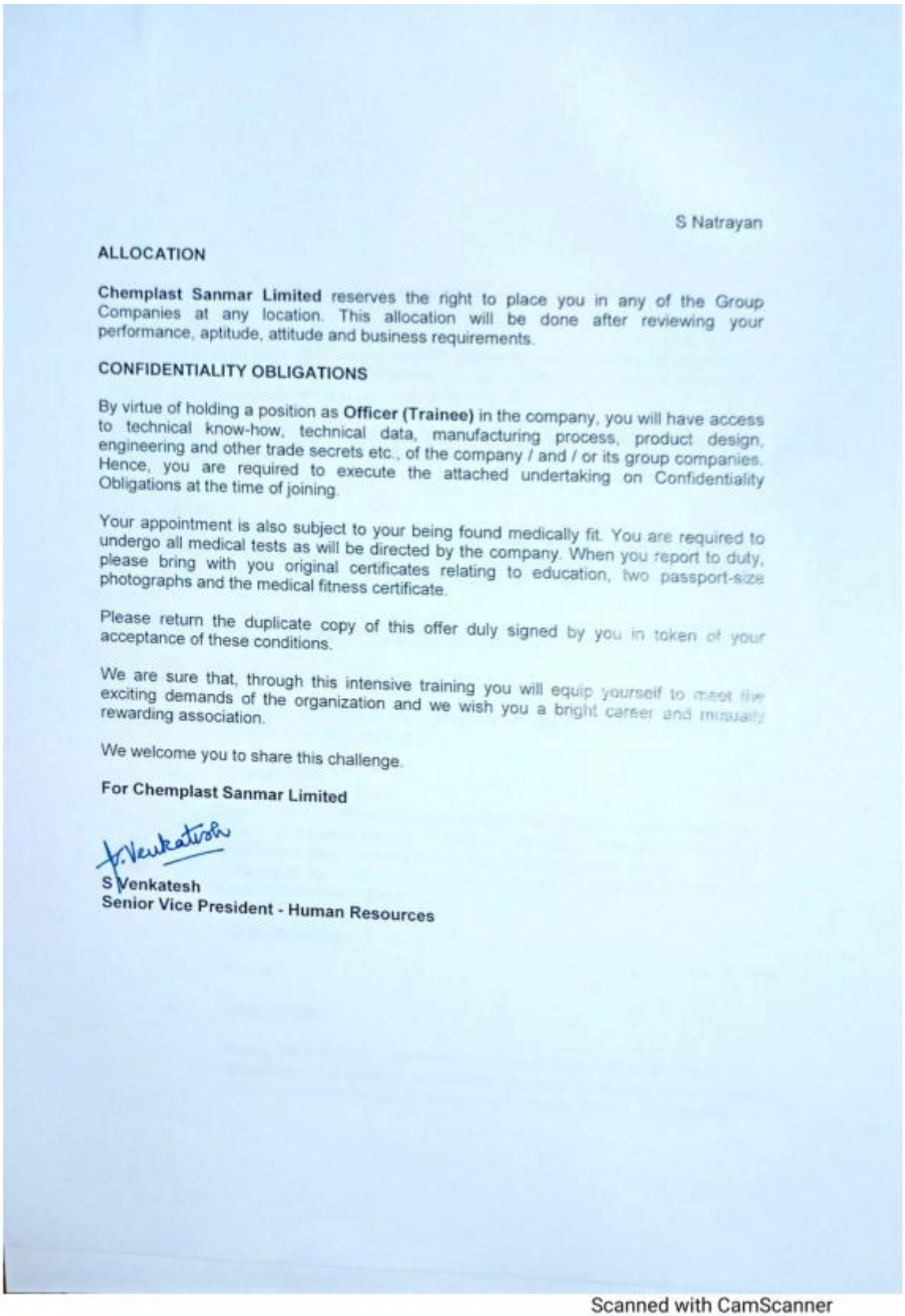
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Responsible Care®

Scanned with CamScanner

5.2.1. Average percentage of placement of outgoing students during the last five years



S Natrayan

ALLOCATION

Chemplast Sanmar Limited reserves the right to place you in any of the Group Companies at any location. This allocation will be done after reviewing your performance, aptitude, attitude and business requirements.

CONFIDENTIALITY OBLIGATIONS

By virtue of holding a position as **Officer (Trainee)** in the company, you will have access to technical know-how, technical data, manufacturing process, product design, engineering and other trade secrets etc., of the company / and / or its group companies. Hence, you are required to execute the attached undertaking on Confidentiality Obligations at the time of joining.

Your appointment is also subject to your being found medically fit. You are required to undergo all medical tests as will be directed by the company. When you report to duty, please bring with you original certificates relating to education, two passport-size photographs and the medical fitness certificate.

Please return the duplicate copy of this offer duly signed by you in token of your acceptance of these conditions.

We are sure that, through this intensive training you will equip yourself to meet the exciting demands of the organization and we wish you a bright career and mutually rewarding association.

We welcome you to share this challenge.

For Chemplast Sanmar Limited

S Venkatesh
Senior Vice President - Human Resources

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5.2.1. Average percentage of placement of outgoing students during the last five years



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CIN U24230TN1985PLC011637

16th July 2021

Mr S Saheer Ahamed
1/451, Kauvery Nagar, 2nd Street
South Kattur
Thiruchirapalli
620019

Dear Saheer Ahamed

OFFER OF APPOINTMENT

With reference to your application and the subsequent interview you had with us, we are pleased to offer you the position of **Officer (Trainee)** based at **Berigai** on the terms and conditions given below:

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P. Venkatesh

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5.2.1. Average percentage of placement of outgoing students during the last five years

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Tel + 91 44 2812 8500
www.sanmargroup.com
CIN U24230TN1985PLC011637

16th July 2021

Mr S Subhakar
9/20-1, Irulappatti
Thirumalaipatti (PO)
Namakkal
637404

Dear Subhakar

OFFER OF APPOINTMENT

With reference to your application and the subsequent interview you had with us, we are pleased to offer you the position of **Officer (Trainee)** based at **Berigai** on the terms and conditions given below:

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A. Venkatesh

Responsible Care

5.2.1. Average percentage of placement of outgoing students during the last five years



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9 Cathedral Road
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www.sanmargroup.com
CIN U24230TN1965PLC011637

16th July 2021

Mr C Veeramani
28, Gandhi Gramam North Street
Gudalur (PO)
Theni
625518

Dear Veeramani

OFFER OF APPOINTMENT

With reference to your application and the subsequent interview you had with us, we are pleased to offer you the position of **Officer (Trainee)** based at **Berigai** on the terms and conditions given below.

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5.2.1. Average percentage of placement of outgoing students during the last five years



C Veeramani

ALLOCATION

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We welcome you to share this challenge.

For Chemplast Sanmar Limited

S Venkatesh
Senior Vice President - Human Resources

5.2.1. Average percentage of placement of outgoing students during the last five years

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Chennai 600 086 India
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www.sanmargroup.com
CIN U24230TN1985PLC011637

16th July 2021

Mr D Ranjith
1106, Devarajapalaym
Molayanur
Dharmapuri Dist
636905

Dear Ranjith

OFFER OF APPOINTMENT

With reference to your application and the subsequent interview you had with us, we are pleased to offer you the position of **Officer (Trainee)** based at **Berigai** on the terms and conditions given below.

COMPENSATION AND BENEFITS

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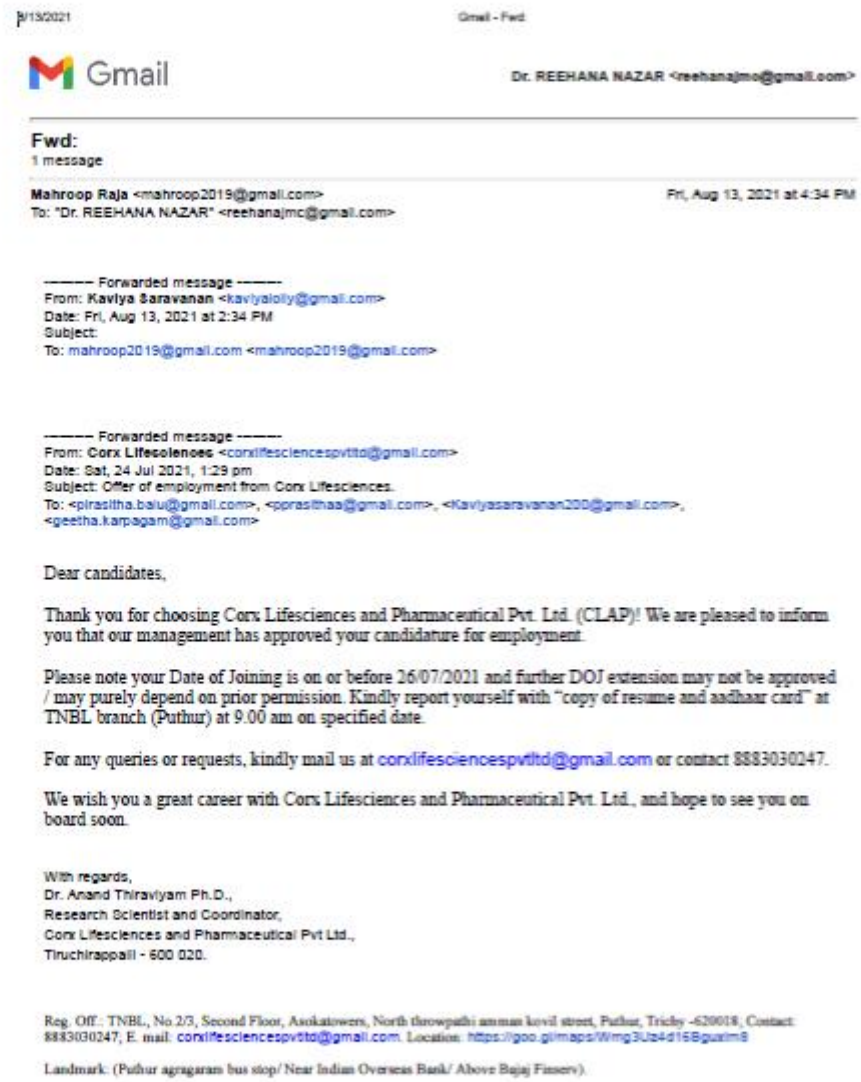
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TRAINING PROGRAMME

You will undergo a detailed training. The training is designed to expose you to all our

5.2.1. Average percentage of placement of outgoing students during the last five years



8/13/2021 Gmail - Fwd:

Gmail Dr. REEHANA NAZAR <reehanajmc@gmail.com>

Fwd:
1 message

Mahroop Raja <mahroop2019@gmail.com> Fri, Aug 13, 2021 at 4:34 PM
To: "Dr. REEHANA NAZAR" <reehanajmc@gmail.com>

---------- Forwarded message ---------
From: **Kaviya Saravanan** <kaviyaloly@gmail.com>
Date: Fri, Aug 13, 2021 at 2:34 PM
Subject:
To: mahroop2019@gmail.com <mahroop2019@gmail.com>

---------- Forwarded message ---------
From: **Corx Lifesciences** <corxlifesciencespvtltd@gmail.com>
Date: Sat, 24 Jul 2021, 1:29 pm
Subject: Offer of employment from Corx Lifesciences.
To: <pirasitha.balu@gmail.com>, <pprasithaa@gmail.com>, <Kaviyasaravanan200@gmail.com>, <geetha.karpagam@gmail.com>

Dear candidates,

Thank you for choosing Corx Lifesciences and Pharmaceutical Pvt. Ltd. (CLAP)! We are pleased to inform you that our management has approved your candidature for employment.

Please note your Date of Joining is on or before 26/07/2021 and further DOJ extension may not be approved / may purely depend on prior permission. Kindly report yourself with "copy of resume and aadhaar card" at TNBL branch (Puthur) at 9.00 am on specified date.

For any queries or requests, kindly mail us at corxlifesciencespvtltd@gmail.com or contact 8883030247.

We wish you a great career with Corx Lifesciences and Pharmaceutical Pvt. Ltd., and hope to see you on board soon.

With regards,
Dr. Anand Thiraviyam Ph.D.,
Research Scientist and Coordinator,
Corx Lifesciences and Pharmaceutical Pvt Ltd.,
Tiruchirappalli - 600 020.

Reg. Off.: TNBL, No 2/3, Second Floor, Asokatowers, North throwpathi amman kovil street, Puthur, Trichy -620018, Contact: 8883030247, E. mail: corxlifesciencespvtltd@gmail.com. Location: https://goo.gl/maps/Wmg3Uz44d16Bguxlm8

Landmark: (Puthur agragaram bus stop/ Near Indian Overseas Bank/ Above Bajaj Finserv).

5.2.1. Average percentage of placement of outgoing students during the last five years

Ph : 04328 - 220454
Fax : 04328 - 220075

DHANALAKSHMI SRINIVASAN
COLLEGE OF ARTS & SCIENCE FOR WOMEN
(AUTONOMOUS)
Affiliated to Bharathidasan University,Tiruchirappalli
(Nationally Re-Accredited with 'A' Grade by NAAC)
PERAMBALUR - 621 212.Tamil Nadu.
e-mail id :principal.dscasw@dsgroupmail.com

DATE: 28.06.2021

S.SHALIN

Sub: Appointment Order – Reg

We are pleased to appoint you provisionally as Assistant Professor in Department of Nutrition & Dietetics of our college. Kindly inform your acceptance.

Report to duty on 29.06.2021 at 09.00 A.M. The following certificates in ORIGINAL must be submitted at the time of joining duty.

1. X & XII Mark Statement
2. UG Degree Certificates
3. PG Degree Certificates
4. M.Phil/Ph.D.Degree Certificates
5. Mark sheet of UG & PG.

You are advised to retain sufficient number of photo copies of Certificates and Mark lists with you before presenting the original to the office.

PRINCIPAL
DHANALAKSHMI SRINIVASAN COLLEGE OF ARTS AND SCIENCE FOR WOMEN (AUTONOMOUS), PERAMBALUR - 621 212.

5.2.1. Average percentage of placement of outgoing students during the last five years

DREAT FOODS
BBQ BISTRO

Appointment Letter

March 10, 2021

Ms. ATCHAYA.K

We are pleased to confirm you have been selected to work for **DREAT FOODS** as "**Baker**". Your job location will be Tiruchirappalli, Tamil Nadu.

Responsibilities are to:

- Mixing, preparing and baking bread and pastries.
- Opening the bakery every morning.
- Arranging the display case in an appealing manner.
- Ordering more supplies.
- Crafting and creating new and exciting baked goods.
- Ensuring all baked goods are completed on time for opening.

Financial Offer - Salary and Benefits:

A) We offered for this position is Rs.12,000/- pm.

B) **Compensations and Benefits**: your position compensations and benefits are: [Health Care and transportation].

Further information about the work:

A) Reporting: you will report to our Branch Supervisor on July 1, 2021

B) Working hours: Working hours will start from 09.00 am to 05.30 pm

C) Vacations: your vacation is 2 days per week

We are delighted to send you this offer to be approved and signed from you in order to start the job from July 1, 2021.

We look forward to join our company in order to work with you

Sincerely,

DREAT FOODS TRICHY-21

No.1, Easwari Heights, LIC Colony, K.K. Nagar, Trichy - 620 021.
Email : info@dreatfoods.com | Mobile : 9025 264 364

Scanned with CamScanner

5.2.1. Average percentage of placement of outgoing students during the last five years

DREAT FOODS
BBQ BISTRO

Appointment Letter

March 10, 2021

Ms. SWATHY S

We are pleased to confirm you have been selected to work for **DREAT FOODS** as **"Pastry Chef"**. Your job location will be Tiruchirappalli, Tamil Nadu.

Responsibilities are to:

- Responsible for the overall operation of the pastry department
- Supervise all employees through hands-on leadership
- Responsible for the overall direction, coordination evaluation
- Ensure guest satisfaction with the smooth effective running of the day-to-day operation
- Responsible for items in Pastry Kitchen, food quality, cost control, labor, staff supervision creating menus
- Conduct required department meetings
- Execution related company policies procedures

Financial Offer - Salary and Benefits:

A) We offered for this position is Rs.15,000/- pm.

B) **Compensations and Benefits**: your position compensations and benefits are: [Health Care and transportation].

Further information about the work:

A) Reporting: you will report to our Branch Supervisor on July 1, 2021

B) Working hours: Working hours will start from 09.00 am to 05.30 pm

C) Vacations: your vacation is 2 days per week

We are delighted to send you this offer to be approved and signed from you in order to start the job from July 1, 2021.

We look forward to join our company in order to work with you

Sincerely,

DREAT FOODS TRICHY-21

No.1, Easwari Heights, LIC Colony, K.K. Nagar, Trichy - 620 021.
Email : info@dreatfoods.com | Mobile : 9025 264 364

Scanned with CamScanner

5.2.1. Average percentage of placement of outgoing students during the last five years

DREAT FOODS
BBQ BISTRO

Appointment Letter

March 10, 2021

Ms. SHEEBA SHERIN.C

We are pleased to confirm you have been selected to work for **DREAT FOODS** as "**Baker**". Your job location will be Tiruchirappalli, Tamil Nadu.

Responsibilities are to:

- Mixing, preparing and baking bread and pastries.
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- Ordering more supplies.
- Crafting and creating new and exciting baked goods.
- Ensuring all baked goods are completed on time for opening.

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C) Vacations: your vacation is 2 days per week

We are delighted to send you this offer to be approved and signed from you in order to start the job from July 1, 2021.

We look forward to join our company in order to work with you

Sincerely,

DREAT FOODS TRICHY-21

No.1, Easwari Heights, LIC Colony, K.K. Nagar, Trichy - 620 021.
Email : info@dreatfoods.com | Mobile : 9025 264 364

Scanned with CamScanner

5.2.1. Average percentage of placement of outgoing students during the last five years

DREAT FOODS
BBQ BISTRO

Appointment Letter

March 10, 2021

Ms. ROFENA PARVEEN.A

We are pleased to confirm you have been selected to work for **DREAT FOODS** as **"Pastry Chef"**. Your job location will be Tiruchirappalli, Tamil Nadu.

Responsibilities are to:

- Responsible for the overall operation of the pastry department
- Supervise all employees through hands-on leadership
- Responsible for the overall direction, coordination evaluation
- Ensure guest satisfaction with the smooth effective running of the day-to-day operation
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Financial Offer - Salary and Benefits:

A) We offered for this position is Rs.15,000/- pm.

B) **Compensations and Benefits**: your position compensations and benefits are: [Health Care and transportation].

Further information about the work:

A) Reporting: you will report to our Branch Supervisor on July 1, 2021

B) Working hours: Working hours will start from 09.00 am to 05.30 pm

C) Vacations: your vacation is 2 days per week

We are delighted to send you this offer to be approved and signed from you in order to start the job from July 1, 2021.

We look forward to join our company in order to work with you

Sincerely,

DREAT FOODS TRICHY-21

No.1, Easwari Heights, LIC Colony, K.K. Nagar, Trichy - 620 021.
Email : info@dreatfoods.com | Mobile : 9025 264 364

Scanned with CamScanner

5.2.1. Average percentage of placement of outgoing students during the last five years

DREAT FOODS
BBQ BISTRO

Appointment Letter

March 10, 2021

Ms. FARVEESH BANU.F

We are pleased to confirm you have been selected to work for **DREAT FOODS** as "**Pastry Chef**". Your job location will be Tiruchirappalli, Tamil Nadu.

Responsibilities are to:

- Responsible for the overall operation of the pastry department
- Supervise all employees through hands-on leadership
- Responsible for the overall direction, coordination evaluation
- Ensure guest satisfaction with the smooth effective running of the day-to-day operation
- Responsible for items in Pastry Kitchen, food quality, cost control, labor, staff supervision creating menus
- Conduct required department meetings
- Execution related company policies procedures

Financial Offer - Salary and Benefits:

A) We offered for this position is Rs.15,000/- pm.

B) **Compensations and Benefits**: your position compensations and benefits are: [Health Care and transportation].

Further information about the work:

A) Reporting: you will report to our Branch Supervisor on July 1, 2021

B) Working hours: Working hours will start from 09.00 am to 05.30 pm

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We are delighted to send you this offer to be approved and signed from you in order to start the job from July 1, 2021.

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Sincerely,

DREAT FOODS TRICHY-21

No.1, Easwari Heights, LIC Colony, K.K. Nagar, Trichy - 620 021.
Email : info@dreatfoods.com | Mobile : 9025 264 364

Scanned with CamScanner

5.2.1. Average percentage of placement of outgoing students during the last five years

DSK InnoSciences

DSK InnoSciences Pvt. Ltd.

February 24, 2022

To Whom It May Concern

This letter is to certify that Mr. P. Madhankumar with Employment No. 1202 is working in our Company as Associate Trainee since 31.07.2021 with a CTC of Rs 2,16,000 per annum. Also, as per our records, he has completed his M.Sc Chemistry from Jamal Mohammed College, Trichy in the year 2021.

This is for your kind information.

For DSK InnoSciences Pvt Ltd

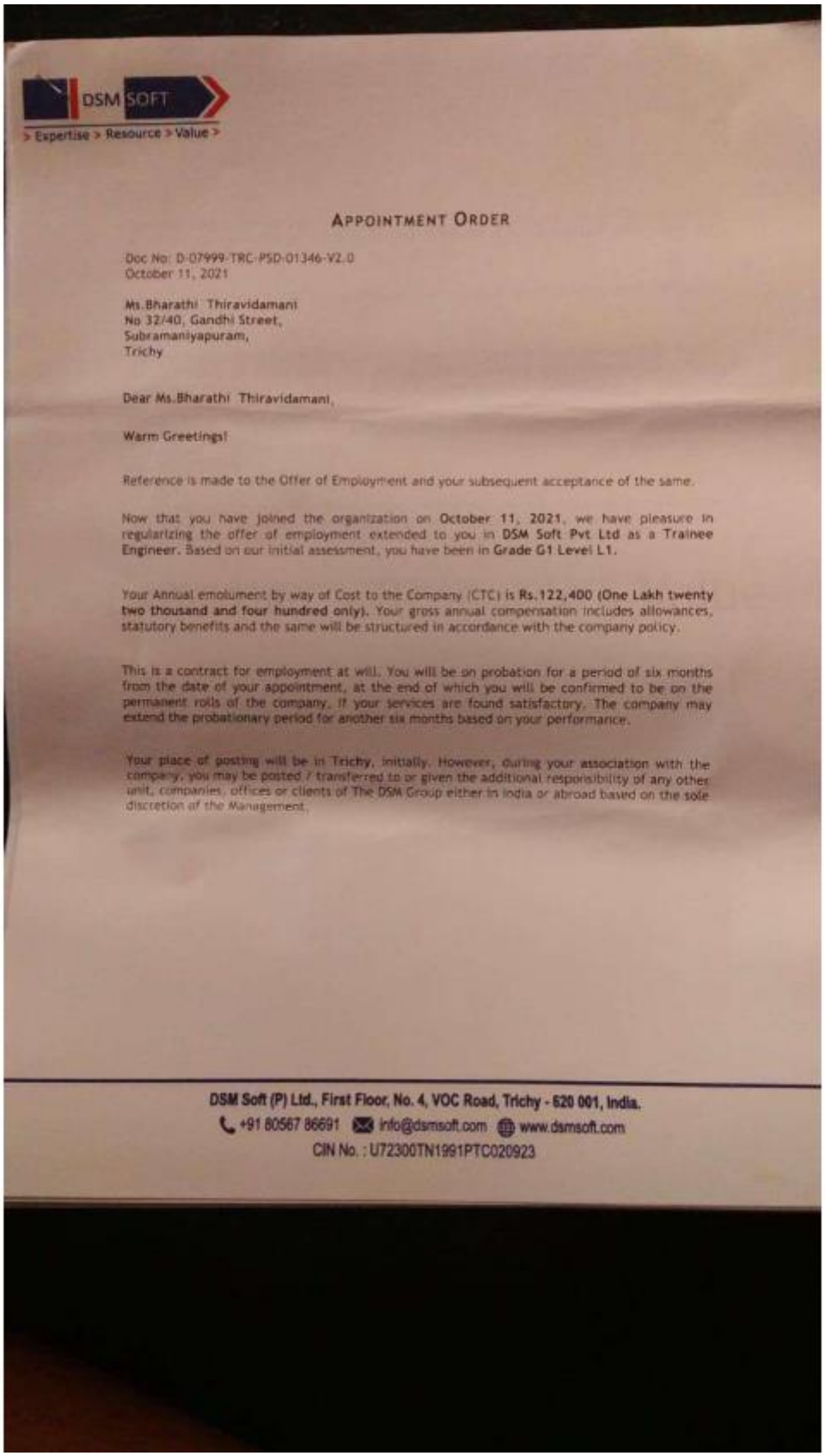
For DSK InnoSciences Pvt.Ltd.

Authorised Signatory

Authorized Signatory
K. Senthilkumar
General Manager - Operations

Regd. Office: 1/117, Bithereddi Village, Pachappanatti Post, Kelamangalam – 635113
Denkanikottai Taluk, Krishnagiri District, Tamil Nadu, India
Tel: 91-8220008231, **Email:** info@dskinnosciences.com **Website:** www.dskinnosciences.com
CIN No.: U73100TZ2010PTC016088 PAN No.: AADCD5095J GSTIN: 33AADCD5095J1ZJ

5.2.1. Average percentage of placement of outgoing students during the last five years



DSM SOFT
> Expertise > Resource > Value >

APPOINTMENT ORDER

Doc No: D-07999-TRC-PSD-01346-V2.0
October 11, 2021

Ms.Bharathi Thiravidamani
No 32/40, Gandhi Street,
Subramaniyapuram,
Trichy

Dear Ms.Bharathi Thiravidamani,

Warm Greetings!

Reference is made to the Offer of Employment and your subsequent acceptance of the same.

Now that you have joined the organization on **October 11, 2021**, we have pleasure in regularizing the offer of employment extended to you in **DSM Soft Pvt Ltd** as a **Trainee Engineer**. Based on our initial assessment, you have been in **Grade G1 Level L1**.

Your Annual emolument by way of Cost to the Company (CTC) is **Rs.122,400 (One Lakh twenty two thousand and four hundred only)**. Your gross annual compensation includes allowances, statutory benefits and the same will be structured in accordance with the company policy.

This is a contract for employment at will. You will be on probation for a period of six months from the date of your appointment, at the end of which you will be confirmed to be on the permanent rolls of the company, if your services are found satisfactory. The company may extend the probationary period for another six months based on your performance.

Your place of posting will be in **Trichy**, initially. However, during your association with the company, you may be posted / transferred to or given the additional responsibility of any other unit, companies, offices or clients of The DSM Group either in India or abroad based on the sole discretion of the Management.

DSM Soft (P) Ltd., First Floor, No. 4, VOC Road, Trichy - 620 001, India.
+91 80567 86691 info@dsmsoft.com www.dsmsoft.com
CIN No. : U72300TN1991PTC020923

5.2.1. Average percentage of placement of outgoing students during the last five years

Edayathangudy G.S.Pillay Arts & Science College

(An Unit of G.S. Pillay & Sons Charitable and Educational Trust)

Nagapattinam - 611 002.

(Approved by Govt. of Tamilnadu, Affiliated to Bharathidasan University, Tiruchirappalli,)

Accredited with "A" Grade by NAAC

Ph.No.: 04365 – 251113, 252470

PROCEEDINGS OF THE SECRETARY

Order.No: 42 /2019-2020 Dt:20.09.2021

Sub: Appointment of Assistant Professor in **FASHION TECHNOLOGY & COSTUME DESIGNING** – Orders – Issued – Reg.

Reg: 1.His/Her application dt: 27.07.2021

2. Resolution No. 21(b) dt: 06.09.2021 of the College Committee.

*****

We are pleased to appoint **Ms/Mr/S.AISHWARYA LAKSHMI** as Assistant Professor in **FASHION TECHNOLOGY & COSTUME DESIGNING** department with the following terms and conditions.

1. He/ She should join duty on 22.09.2021.
2. The term of appointment shall be up to 30.04.2019 No separate communication regarding termination of appointment will be issued on the expiry of the term unless renewed or extended.
3. He/ She will be paid a consolidated salary of Rs. 12,000/- PM
4. He/ She will have no claim for regular appointment. However he/ she may be considered for reappointment for the next academic year, if his/her services are found satisfactory.
5. He/ She will perform the work as assigned by the Principal.
6. His /Her services in this Institution are governed by the Rules and Regulations which are in force.
7. He/ She should not leave the institution during the middle of the year.
8. At the time of joining He/ She is requested to bring the all original certificates.

S. Paramesuran
SECRETARY

THE SECRETARY
E.G.S. Pillay Arts & Science College
(Autonomous)
(Accredited with "A" Grade by NAAC)
Nagapattinam - 611 002.

Copy to

1. **Ms/Mr/ S.AISHWARYA LAKSHMI**
   No.3/6,Dharmapura Mada South Lane, Nagapattinam- 611001.
2. Office Stock file.

(Accredited with "A" Grade by NAAC)

5.2.1. Average percentage of placement of outgoing students during the last five years

NAME: A.ANUSHA MARY ROLL NO: 19PW32952

Zoho Sign Document ID: -----

firstsource

23-Aug-21

APPOINTMENT LETTER

Ms. Anusha Mary A.

Employee No: 1119252

Trichy - Raja Complex

Dear Anusha Mary A.

We are pleased to employ you as **Customer Service Associate** (Grade H2) in our company, Firstsource Solutions Limited (**Company**), located at Trichy - Raja Complex or in such other capacity as the Company shall from time to time determine. This letter sets out the terms of your employment and, along with the Company's Policies and procedures, as amended from time to time (**Company Policies**), constitutes your employment agreement with the Company (**Employment Agreement**). In the event of a conflict between any of the terms or conditions contained in this Employment Agreement and those in the Company Policies, the terms of this Employment Agreement shall prevail.

1. **APPOINTMENT**

a. Your employment by the Company is effective from the date of this Employment Agreement 23-Aug-21.

b. You will be on probation for a period of six months from the Date of Joining (**Probation Period**). Subject to Company Policies, after completion of the Probation Period, your performance will be evaluated, and if found satisfactory, you may be confirmed in the services of the Company. However, during the Probation Period, if your performance is unsatisfactory, (i) the Probation Period maybe extended for a further period as may be decided by the Company; or (ii) the Company may terminate your services.

c. You shall retire from the services of the Company on completing 60 years of age.

d. Your employment in Company will be subject to you being and remaining physically and mentally fit and alert to perform your duties. Your services will be liable to be terminated on being found physically and mentally unfit by the Company at any time.

Anusha Ma

FIRSTSOURCE SOLUTIONS LTD.

Raja Complex, 41/2, Sasakkiyar Salai, Cantonment, Near Vivek Bakery, Trichy, Tamil Nadu- 600 00, India
Paradigm B, 5th Floor, Mindspace, New Link Road, Malad (W), Mumbai – 400 064, India.
Tel: +91 22 6666 0666 | Fax: +91 22 6666 0607 | Web: www.firstsource.com
(CIN: L64202MH2001PLC134147)

(CIN: L64202MH2001PLC134147)

5.2.1. Average percentage of placement of outgoing students during the last five years



5.2.1. Average percentage of placement of outgoing students during the last five years

HDB FINANCIAL SERVICES

HDB Financial Services Limited
2nd Floor, Wilson House,
Old Nagardas Road,
Near Amboli Subway,
Andheri East, Mumbai - 400069
Tel : 022 - 7945 5000
Email : hdb.hrcompliance@hdbfs.com
Web : www.hdbfs.com
CIN : U65993GJ2007PLC051028

October 27, 2021

Ref:HDBFS/21-22/HRIC 267611/Appt/S87306

Mr Seeni Hasan Mohamed M ,
House No-747 A,
Kongu Town ,
Kali Khurd,Mani Kandam,
New Market ,
Trichy -600012

Dear Mr Seeni Hasan Mohamed M ,

LETTER OF APPOINTMENT

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

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

Terms and Conditions:

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

b) Your initial place of posting will be at TRICHY. The Company reserves the right to change the duties assigned to you, transfer you, temporarily or permanently, to any other office / branch, subsidiary or associate of the Company or to any other place of business of the Company that is in existence or may come into existence at a future date. The Company further reserves the right to transfer you from one shift to another, depending upon the exigencies of work.

c) You shall devote your whole time and attention to your duties with the Company and will not directly or indirectly, for any part of your time carry on any business or occupation or enter in any capacity, the employment of or association in business for profit or otherwise, with any firm, company or person without the prior written consent of the Company.

d) You shall abide by all the applicable policies, rules, regulations, procedures and practices of the Company, as may be amended, from time to time and comply with all applicable Laws. Any violation of or failure to comply with or abide by the same shall be deemed to constitute an act of misconduct.

5.2.1. Average percentage of placement of outgoing students during the last five years

Annexure A

HDB FINANCIAL SERVICES

Compensation Breakup		
Name	MR.SEENI HASAN MOHAMED M	
Role	Sales Executive	
Grade	G7	
Location	Trichy	
Annual Compensation Break up		**HDBFS Monthly**
Basic	75,000	6,250
HRA	30,000	2,500
Conveyance Allowance	15,000	1,250
Provident Fund (Employer's contribution)	10,800	900
Gross Salary (A)	**1,30,800**	**10,900**
ESIC (Employer's contribution)----(B)	3,900	325
Gratuity---------- (C)	3,607	301
Total Fixed Compensation (D=A+B+C)	**1,38,308**	**11,526**

Note:

This Offer is subject to positive Contact Point Verification, Reference checks & CIBIL/SAS check. Your consent for candidature of the company will be considered as consent for accessing your CIBIL report

Employee and Employer's contribution towards PF is @ 12% & 13.25% respectively

You will be entitled to Performance Incentive Plan as per Company Policy

Gratuity is as per "The Payment of Gratuity Act"

You will be covered under Group Personal Accident Insurance as per policy of the Organization

Ref: HDBFS/21-22/HRIC267611/Appt/587306

I accept the terms and conditions as mentioned in the Appointment letter

Mr.Seeni Hasan Mohamed M

5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384009349
Applicant ID - 4332844

03-Mar-2021

ABDUL A

Dear ABDUL,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384009349
Applicant ID - 4332844

03-Mar-2021

ABDUL A

Dear ABDUL,

We are pleased to make you an offer of appointment as Assistant Manager in ICICI Bank. You will be placed in Branch Banking at CHENNAI - PURASAWALKAM_BR.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.
The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

- You shall be required to join the Bank on or before 08-Mar-2021.
- You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

a) **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

b) **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

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Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
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Old Padra Road,
Vadodara 390 007, India.

5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

:2:

Reference No. - 1384009349
ABDUL A

- **Notice Period:** In case you decide to leave the Bank's services during probation period or after confirmation, you will be required to give thirty days' notice. The Bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the gross salary for the notice period so reduced/waived off.

  After confirmation, your services would be liable to be terminated by the Bank, by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period.

- **Transfer:** The Bank shall have the right to transfer/depute you to any of its offices or ICICI group companies in India and abroad.

- **Joining Competitor:** In the event of termination of your services by the Bank or your resignation from the services of the Bank, you shall not join any Banking or Financial Services Company for a period of six months from the date of resignation/termination.

- Please note that during the course of your services with the Bank or in the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of six months from the date of such cessation, directly or indirectly, either on your own accord or on behalf or in conjunction with any other person/s, firm or company refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associate(s) to leave their current employment with the Bank/Group Companies/Business Partners to join the services of your new employer/firm/company or any other competitor of the Bank/Group Companies/Business Partners. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.
- Please note that during the course of your services with the Bank you cannot be a member of any anti-social/national outfits or of any outfit which is declared as banned by the Government. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

Reference No. - 1384009349
ABDUL A

- Please note that while joining the services of the Bank and during the course of your services with the Bank, you would be required to notify the Bank immediately with details of civil or criminal case/s instituted against you in any Court of Law or any complaint/show cause notice /prosecution with/by any Police Station or by any statutory authority, as also you will notify any outcome of such complaint like filing of Chargesheet /Arrest/Conviction/Acquittal/Discharge. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

- The Bank expects resolution of issue/s relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. As such please note that any attempt to bring any outside influence - directly or indirectly - upon any authority to further your interest/s in respect of matters pertaining to your services with the Bank would amount to breach of employment contract leading to initiation of appropriate action.

- Please note that during the course of your services with the Bank, you will not take part in any demonstration/agitation against the Bank and its official/s for or on behalf of any external bodies/political outfits- either as a member or as a sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of the Bank leading to initiation of appropriate action.

- **Termination of Employment:** Your services with the Bank are liable to be terminated:

  - Without assigning any reason and without giving any notice during probation period and after confirmation by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period and at any time during your services with the Bank in the event of

    a) Any breach of the conditions mentioned in this letter on your part
    b) You not successfully completing the degree programme within the stipulated timeline during the current academic year and non-submission of your certificate and mark sheet within 3 months of result announcement
    c) Any incorrect information furnished by you like:
       - Mismatch in your previous employment data even for a day
       - Mismatch in your previous pay slip
       - Fake qualification certificates etc; and
    d) Suppression of any material information by you.
    e) Any breach of the Rules and Regulations of the Bank as applicable/may be made applicable to you from time to time.

ICICI Bank Limited
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Bandra-Kurla Complex
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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

:4

Reference No. - 1384009349
ABDUL A

- **General:**
  - Your appointment and continuation in employment are subject to reference checks, successful completion of your course during the current academic year and submission of your certificate and mark sheet within 3 months of joining.
  - You will be bound by the Rules and Regulations of the Bank.
  - You will keep us informed of any change in your residential address.
  - Your acceptance is taken as your understanding that the role in ICICI Bank may involve sales. You may be required to travel extensively as per the requirement of your job/role or as may be needed for the exigencies of the Bank. Also, that you further understand that your services in the Bank are transferrable in any location and profile including sales, across geographies as per organization requirements.

If you are agreeable to the above mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

Amit Anand
Business HR Manager

Digitally signed by AMIT ANAND
Date: 2021.03.03 16:34:23 +05:30
Reason: Offer letter

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Signature of Applicant

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

:5:

Reference No. - 1384009349
ABDUL A

Annexure:

Remuneration:

- Your Base Salary will be Rs. 84,000/- (Rupees Eighty Four Thousand only) per annum.
- You will eligible for the Performance Linked Retention Pay, as per the policy of the Bank. Please note that there is no guaranteed performance bonus, subject to however provisions of the Payment of Bonus Act 1965, wherever applicable. The performance linked Retention pay would be payable to an employee only if the employee on the day of payout is on the rolls of the bank and he/she has not resigned and / or is serving notice period.

Supplementary Allowances:

- You will be eligible for a Supplementary Allowance of Rs. 1,44,000/- (Rupees One Lakh Forty Four Thousand only) per annum. Supplementary allowance will include –Conveyance / Travel Allowance, LTA, Medical Reimbursement, Canteen and any other allowance. All the components of supplementary allowance are subject to limits and rules prescribed by Income tax act and policies of the bank.
- You will be eligible for HRA of Rs. 42,000/- (Rupees Forty Two Thousand only) per annum.
- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

- You will be eligible for a Superannuation Allowance of Rs. 12,600/- (Rupees Twelve Thousand Six Hundred only) per annum.

ICICI Bank Limited
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Bandra-Kurla Complex
Mumbai 400 051, India.

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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

Reference No. - 1384009349
ABDUL A

Benefits:

- Comprehensive Mediclaim Coverage for you and your immediate family up to Rs.400,000/- (Rupees Four Lakh only) per annum. Your immediate family includes yourself, your spouse and dependent children.You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.
- The salary and perquisites including supplementary allowance are subject to limits and rules prescribed by the Income Tax Act / Rules and policies of the Company.
- Maternity leave benefits as defined under the Maternity Benefit (Amendment) Act, 2017 are offered to eligible women employees by the Bank. Details of all types of leaves including the Maternity leave benefits offered to employees and eligibility criteria for availing such benefits are notified by the Bank under "Employee Benefit Policies" available on the Bank's intranet which will be accessible upon joining the Bank.

Signature of Applicant

Digitally signed by AMIT ANAND
Date: 2021.03.03 16:34:23 +05:30
Reason: Offer Letter
Location: Mumbai

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

JOINING FORMALITIES

The process to join the Bank is by way of completing the online joining formalities. You are required to complete the online joining formalities within 5 days from the date of accepting offer letter. Please note that completion of online joining formalities is a mandatory process.

The login credentials are provided below:

URL: https://www.icicicareers.com/Careers/CP/CandidateLogin.aspx

Username: Registered email id or Applicant id

Password: Which has been already communicated to you through registered email id. In case, you do not remember the password, please use "forgot password "option to generate a new password.

Following documents (xerox copies) are required to be uploaded:

1) Self-attested copies of educational certificates and marksheets (X^{th}/XII^{th}/ Graduation/ Post graduation)
2) Work Experience Document
   a. Resignation accepted letter from current organization
   b. Relieving letter from two previous employers or companies worked in last five years whichever is higher
3) Passport size Photograph (against Red background)
4) Address proof (Passport/Voter id/Ration card)
5) PAN Card

Please note that you are required to attend Induction program (I-Banker) on your date of joining. You shall be communicated about the date, time and venue for induction program (I-Banker) by your Recruitment Manager.

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Vadodara 390 007, India.

5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

Remuneration Details

Name : ABDUL A
Position: Assistant Manager
Group: RETAIL BANKING GROUP

	Assistant Manager	
	Monthly	Annual
Basic	7000	84,000
HRA	3,500	42,000
Supplementary Allowance *	12,000	1,44,000
Superannuation Allowance **	1050.00	12,600
Total	**23,550**	**2,82,600**
Retirals		
Retirals (PF, Gratuity) ***	2,383	28,596
Total CTC	**25,933**	**3,11,196**
Performance Linked Retention Pay #	2,250	27,000
Total (incl PLRP)	**28,183**	**3,38,196**

* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

*** You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

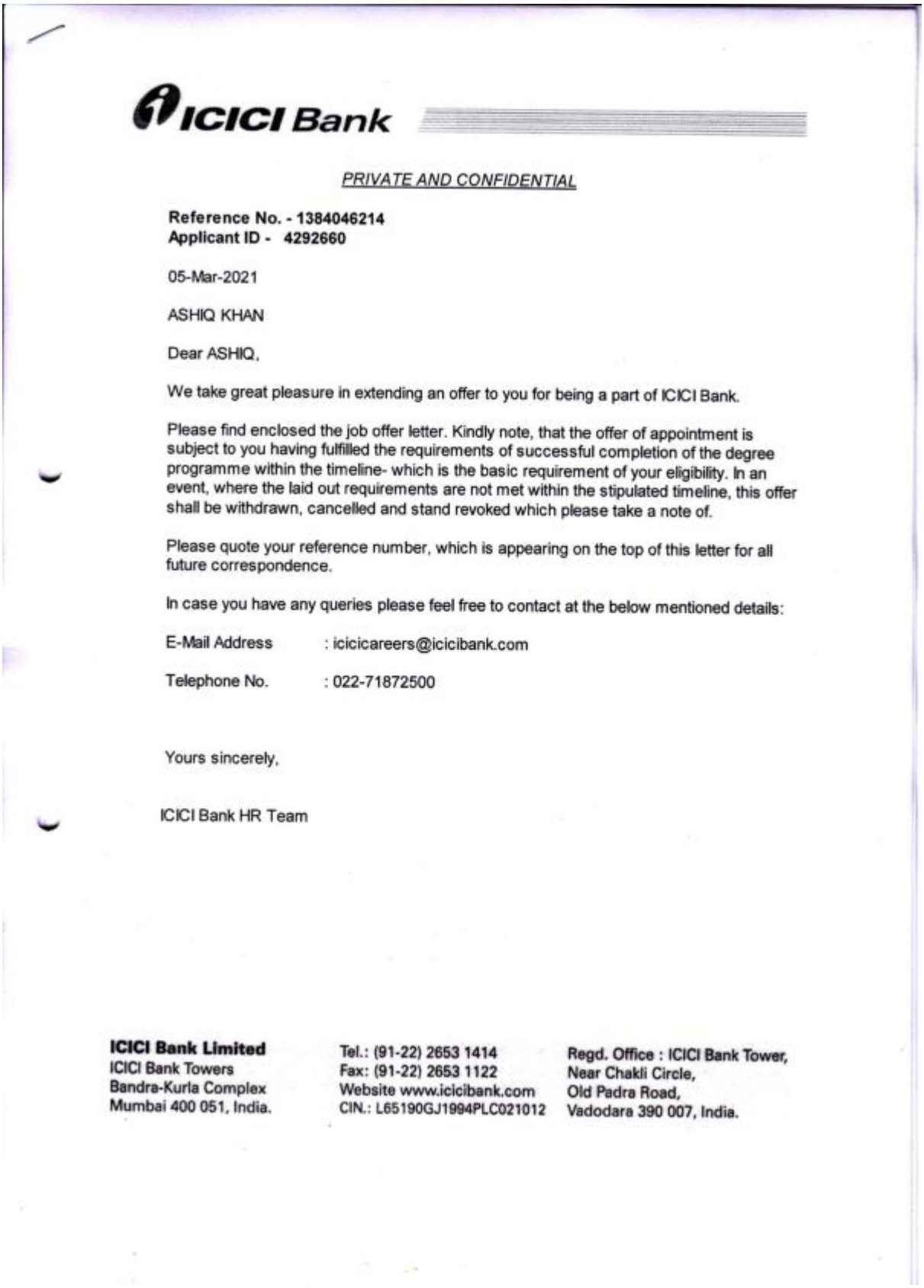
Date: 03-Mar-2021
Digitally signed by AMIT ANAND
Date: 2021.03.03 16:34:24 +05:30
Reason: Offer Letter
Location: Mumbai

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

5.2.1. Average percentage of placement of outgoing students during the last five years



ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384046214
Applicant ID - 4292660

05-Mar-2021

ASHIQ KHAN

Dear ASHIQ,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

ICICI Bank Limited
ICICI Bank Towers
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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384046214
Applicant ID - 4292660

05-Mar-2021

ASHIQ KHAN

Dear ASHIQ,

We are pleased to make you an offer of appointment as Assistant Manager in ICICI Bank. You will be placed in Branch Banking at CHENNAI - MADIPPAKKAM_BR.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.
The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

- You shall be required to join the Bank on or before 08-Mar-2021.
- You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

a) **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

b) **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

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ICICI Bank

Reference No. - 1384046214
ASHIQ KHAN

- **Notice Period:** In case you decide to leave the Bank's services during probation period or after confirmation, you will be required to give thirty days' notice. The Bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the gross salary for the notice period so reduced/waived off.

  After confirmation, your services would be liable to be terminated by the Bank, by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period.

- **Transfer:** The Bank shall have the right to transfer/depute you to any of its offices or ICICI group companies in India and abroad.

- **Joining Competitor:** In the event of termination of your services by the Bank or your resignation from the services of the Bank, you shall not join any Banking or Financial Services Company for a period of six months from the date of resignation/termination.

- Please note that during the course of your services with the Bank or in the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of six months from the date of such cessation, directly or indirectly, either on your own accord or on behalf or in conjunction with any other person/s, firm or company refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associate(s) to leave their current employment with the Bank/Group Companies/Business Partners to join the services of your new employer/firm/company or any other competitor of the Bank/Group Companies/Business Partners. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.
- Please note that during the course of your services with the Bank you cannot be a member of any anti-social/national outfits or of any outfit which is declared as banned by the Government. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

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Reference No. - 1384046214
ASHIQ KHAN

- Please note that while joining the services of the Bank and during the course of your services with the Bank, you would be required to notify the Bank immediately with details of civil or criminal case/s instituted against you in any Court of Law or any complaint/show cause notice /prosecution with/by any Police Station or by any statutory authority, as also you will notify any outcome of such complaint like filing of Chargesheet /Arrest/Conviction/Acquittal/Discharge. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

- The Bank expects resolution of issue/s relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. As such please note that any attempt to bring any outside influence - directly or indirectly - upon any authority to further your interest/s in respect of matters pertaining to your services with the Bank would amount to breach of employment contract leading to initiation of appropriate action.

- Please note that during the course of your services with the Bank, you will not take part in any demonstration/agitation against the Bank and its official/s for or on behalf of any external bodies/political outfits- either as a member or as a sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of the Bank leading to initiation of appropriate action.

- **Termination of Employment:** Your services with the Bank are liable to be terminated:

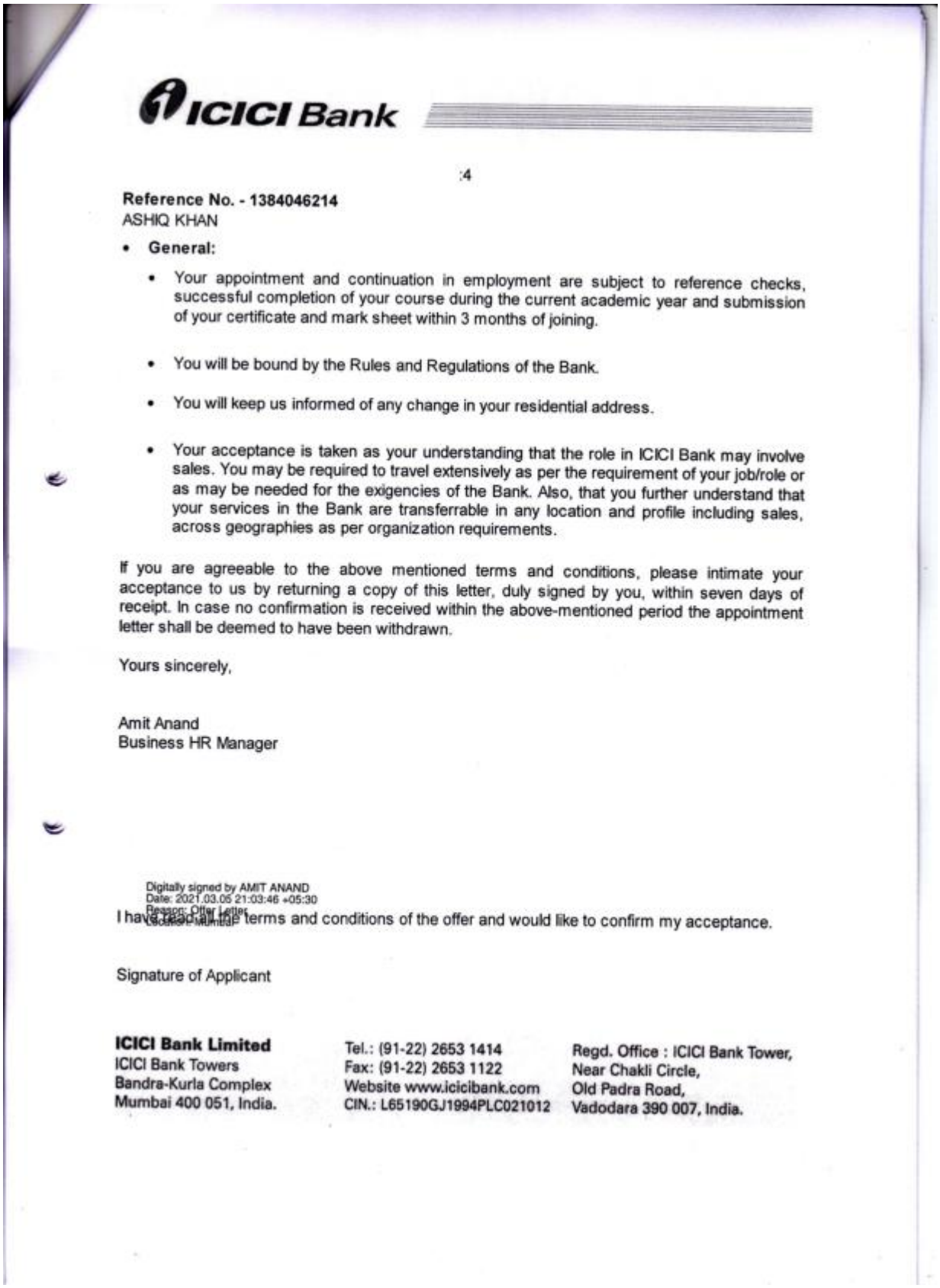
  - Without assigning any reason and without giving any notice during probation period and after confirmation by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period and at any time during your services with the Bank in the event of
    a) Any breach of the conditions mentioned in this letter on your part
    b) You not successfully completing the degree programme within the stipulated timeline during the current academic year and non-submission of your certificate and mark sheet within 3 months of result announcement
    c) Any incorrect information furnished by you like:
       - Mismatch in your previous employment data even for a day
       - Mismatch in your previous pay slip
       - Fake qualification certificates etc; and
    d) Suppression of any material information by you.
    e) Any breach of the Rules and Regulations of the Bank as applicable/may be made applicable to you from time to time.

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5.2.1. Average percentage of placement of outgoing students during the last five years



ICICI Bank

:4

Reference No. - 1384046214
ASHIQ KHAN

- **General:**
  - Your appointment and continuation in employment are subject to reference checks, successful completion of your course during the current academic year and submission of your certificate and mark sheet within 3 months of joining.
  - You will be bound by the Rules and Regulations of the Bank.
  - You will keep us informed of any change in your residential address.
  - Your acceptance is taken as your understanding that the role in ICICI Bank may involve sales. You may be required to travel extensively as per the requirement of your job/role or as may be needed for the exigencies of the Bank. Also, that you further understand that your services in the Bank are transferrable in any location and profile including sales, across geographies as per organization requirements.

If you are agreeable to the above mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

Amit Anand
Business HR Manager

Digitally signed by AMIT ANAND
Date: 2021.03.05 21:03:46 +05:30
Reason: Offer Letter
Location: Mumbai

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Signature of Applicant

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

Reference No. - 1384046214
ASHIQ KHAN

Annexure:

Remuneration:

- Your Base Salary will be Rs. 84,000/- (Rupees Eighty Four Thousand only) per annum.
- You will eligible for the Performance Linked Retention Pay, as per the policy of the Bank. Please note that there is no guaranteed performance bonus, subject to however provisions of the Payment of Bonus Act 1965, wherever applicable. The performance linked Retention pay would be payable to an employee only if the employee on the day of payout is on the rolls of the bank and he/she has not resigned and / or is serving notice period.

Supplementary Allowances:

- You will be eligible for a Supplementary Allowance of Rs. 1,44,000/- (Rupees One Lakh Forty Four Thousand only) per annum. Supplementary allowance will include –Conveyance / Travel Allowance, LTA, Medical Reimbursement, Canteen and any other allowance. All the components of supplementary allowance are subject to limits and rules prescribed by Income tax act and policies of the bank.
- You will be eligible for HRA of Rs. 42,000/- (Rupees Forty Two Thousand only) per annum.
- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

- You will be eligible for a Superannuation Allowance of Rs. 12,600/- (Rupees Twelve Thousand Six Hundred only) per annum.

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ICICI Bank

Reference No. - 1384046214
ASHIQ KHAN

Benefits:

- Comprehensive Mediclaim Coverage for you and your immediate family up to Rs.400,000/- (Rupees Four Lakh only) per annum. Your immediate family includes yourself, your spouse and dependent children.You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.
- The salary and perquisites including supplementary allowance are subject to limits and rules prescribed by the Income Tax Act / Rules and policies of the Company.
- Maternity leave benefits as defined under the Maternity Benefit (Amendment) Act, 2017 are offered to eligible women employees by the Bank. Details of all types of leaves including the Maternity leave benefits offered to employees and eligibility criteria for availing such benefits are notified by the Bank under "Employee Benefit Policies" available on the Bank's intranet which will be accessible upon joining the Bank.

Signature of Applicant

Digitally signed by AMIT ANAND
Date: 2021.03.05 21:03:46 +05:30
Reason: Offer Letter
Location: Mumbai

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JOINING FORMALITIES

The process to join the Bank is by way of completing the online joining formalities. You are required to complete the online joining formalities within 5 days from the date of accepting offer letter. Please note that completion of online joining formalities is a mandatory process.

The login credentials are provided below:

URL: https://www.icicicareers.com/Careers/CP/CandidateLogin.aspx

Username: Registered email id or Applicant id

Password: Which has been already communicated to you through registered email id. In case, you do not remember the password, please use "forgot password "option to generate a new password.

Following documents (xerox copies) are required to be uploaded:

1) Self-attested copies of educational certificates and marksheets (X^{th}/XII^{th}/ Graduation/ Post graduation)
2) Work Experience Document
   a. Resignation accepted letter from current organization
   b. Relieving letter from two previous employers or companies worked in last five years whichever is higher
3) Passport size Photograph (against Red background)
4) Address proof (Passport/Voter id/Ration card)
5) PAN Card

Please note that you are required to attend Induction program (I-Banker) on your date of joining. You shall be communicated about the date, time and venue for induction program (I-Banker) by your Recruitment Manager.

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ICICI Bank

Remuneration Details

Name : ASHIQ KHAN
Position: Assistant Manager
Group: RETAIL BANKING GROUP

	Assistant Manager	
	Monthly	Annual
Basic	7000	84,000
HRA	3,500	42,000
Supplementary Allowance *	12,000	1,44,000
Superannuation Allowance **	1050.00	12,600
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Performance Linked Retention Pay #	2,250	27,000
Total (incl PLRP)	**28,183**	**3,38,196**

* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

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#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 05-Mar-2021
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ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384045051
Applicant ID - 4334401

03-Mar-2021

GOWTAHAMAN Sathiya

Dear GOWTAHAMAN,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

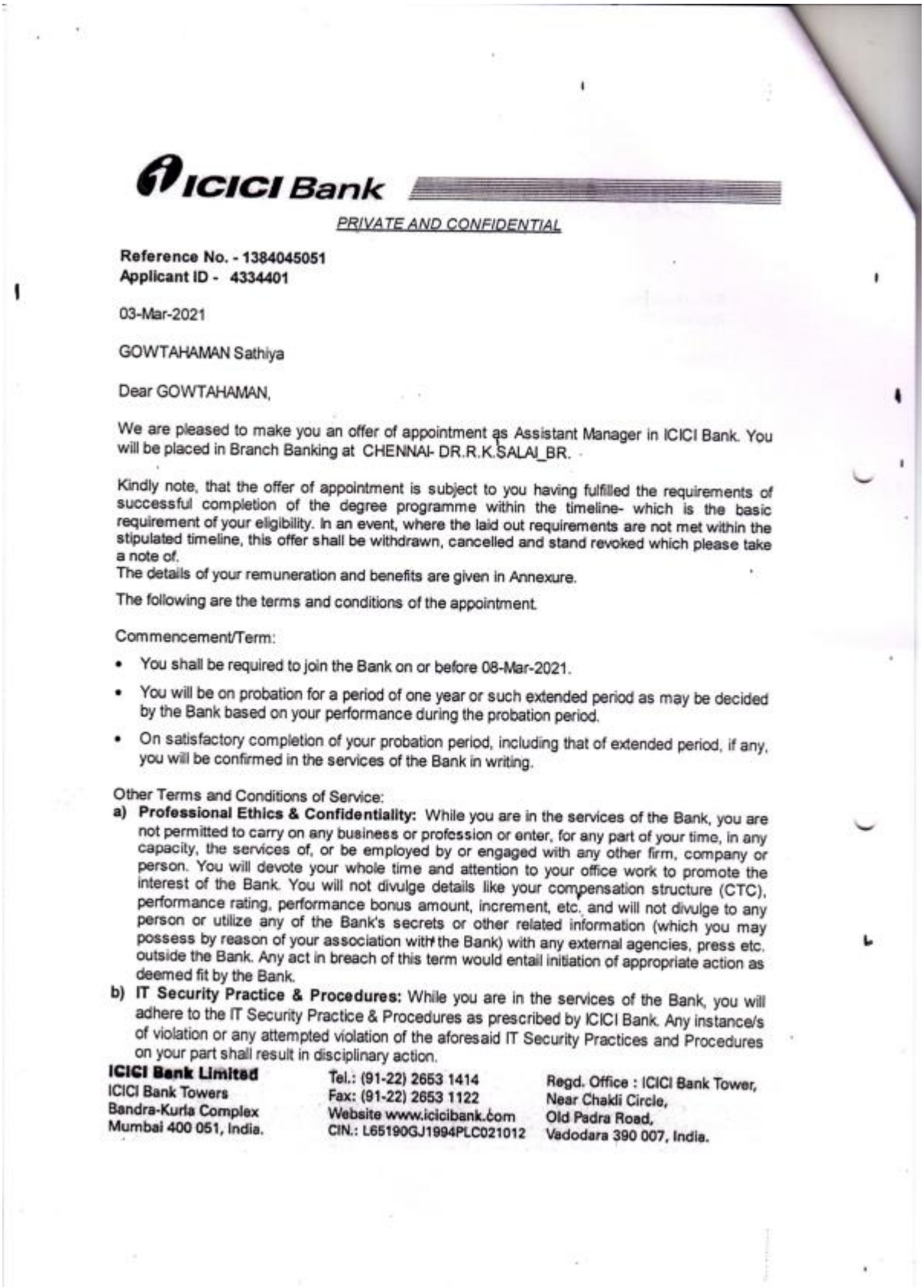
ICICI Bank HR Team

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ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384045051
Applicant ID - 4334401

03-Mar-2021

GOWTAHAMAN Sathiya

Dear GOWTAHAMAN,

We are pleased to make you an offer of appointment as Assistant Manager in ICICI Bank. You will be placed in Branch Banking at CHENNAI- DR.R.K.SALAI_BR.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.
The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

- You shall be required to join the Bank on or before 08-Mar-2021.
- You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

a) **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

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- Please note that during the course of your services with the Bank or in the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of six months from the date of such cessation, directly or indirectly, either on your own accord or on behalf or in conjunction with any other person/s, firm or company refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associate(s) to leave their current employment with the Bank/Group Companies/Business Partners to join the services of your new employer/firm/company or any other competitor of the Bank/Group Companies/Business Partners. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.
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- Please note that during the course of your services with the Bank, you will not take part in any demonstration/agitation against the Bank and its official/s for or on behalf of any external bodies/political outfits- either as a member or as a sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of the Bank leading to initiation of appropriate action.

- **Termination of Employment:** Your services with the Bank are liable to be terminated:

  - Without assigning any reason and without giving any notice during probation period and after confirmation by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period and at any time during your services with the Bank in the event of
    a) Any breach of the conditions mentioned in this letter on your part
    b) You not successfully completing the degree programme within the stipulated timeline during the current academic year and non-submission of your certificate and mark sheet within 3 months of result announcement
    c) Any incorrect information furnished by you like:
       - Mismatch in your previous employment data even for a day
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       - Fake qualification certificates etc; and
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    e) Any breach of the Rules and Regulations of the Bank as applicable/may be made applicable to you from time to time.

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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

:4

Reference No. - 1384045051
GOWTAHAMAN Sathiya

- **General:**
  - Your appointment and continuation in employment are subject to reference checks, successful completion of your course during the current academic year and submission of your certificate and mark sheet within 3 months of joining.
  - You will be bound by the Rules and Regulations of the Bank.
  - You will keep us informed of any change in your residential address.
  - Your acceptance is taken as your understanding that the role in ICICI Bank may involve sales. You may be required to travel extensively as per the requirement of your job/role or as may be needed for the exigencies of the Bank. Also, that you further understand that your services in the Bank are transferrable in any location and profile including sales, across geographies as per organization requirements.

If you are agreeable to the above mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

Amit Anand
Business HR Manager

Digitally signed by AMIT ANAND
Date: 2021.03.03 16:15:01 +05:30
Reason: Offer Letter
Location: Mumbai

I have read the terms and conditions of the offer and would like to confirm my acceptance.

Signature of Applicant

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

Reference No. - 1384045051
GOWTAHAMAN Sathiya

Annexure:

Remuneration:

- Your Base Salary will be Rs. 84,000/- (Rupees Eighty Four Thousand only) per annum.
- You will eligible for the Performance Linked Retention Pay, as per the policy of the Bank. Please note that there is no guaranteed performance bonus, subject to however provisions of the Payment of Bonus Act 1965, wherever applicable. The performance linked Retention pay would be payable to an employee only if the employee on the day of payout is on the rolls of the bank and he/she has not resigned and / or is serving notice period.

Supplementary Allowances:

- You will be eligible for a Supplementary Allowance of Rs. 1,44,000/- (Rupees One Lakh Forty Four Thousand only) per annum. Supplementary allowance will include –Conveyance / Travel Allowance, LTA, Medical Reimbursement, Canteen and any other allowance. All the components of supplementary allowance are subject to limits and rules prescribed by Income tax act and policies of the bank.
- You will be eligible for HRA of Rs. 42,000/- (Rupees Forty Two Thousand only) per annum.
- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

- You will be eligible for a Superannuation Allowance of Rs. 12,600/- (Rupees Twelve Thousand Six Hundred only) per annum.

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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

:6:

Reference No. - 1384045051
GOWTAHAMAN Sathiya

Benefits:

- Comprehensive Mediclaim Coverage for you and your immediate family up to Rs.400,000/- (Rupees Four Lakh only) per annum. Your immediate family includes yourself, your spouse and dependent children.You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.
- The salary and perquisites including supplementary allowance are subject to limits and rules prescribed by the Income Tax Act / Rules and policies of the Company.
- Maternity leave benefits as defined under the Maternity Benefit (Amendment) Act, 2017 are offered to eligible women employees by the Bank. Details of all types of leaves including the Maternity leave benefits offered to employees and eligibility criteria for availing such benefits are notified by the Bank under "Employee Benefit Policies" available on the Bank's intranet which will be accessible upon joining the Bank.

Signature of Applicant

Digitally signed by AMIT ANAND
Date: 2021.03.03 16:15:01 +05:30
Reason: Offer Letter
Location: Mumbai

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

JOINING FORMALITIES

The process to join the Bank is by way of completing the online joining formalities. You are required to complete the online joining formalities within 5 days from the date of accepting offer letter. Please note that completion of online joining formalities is a mandatory process.

The login credentials are provided below:

URL: https://www.icicicareers.com/Careers/CP/CandidateLogin.aspx

Username: Registered email id or Applicant id

Password: Which has been already communicated to you through registered email id. In case, you do not remember the password, please use "forgot password "option to generate a new password.

Following documents (xerox copies) are required to be uploaded:

1) Self-attested copies of educational certificates and marksheets (X^{th}/XII^{th}/ Graduation/ Post graduation)
2) Work Experience Document
   a. Resignation accepted letter from current organization
   b. Relieving letter from two previous employers or companies worked in last five years whichever is higher
3) Passport size Photograph (against Red background)
4) Address proof (Passport/Voter id/Ration card)
5) PAN Card

Please note that you are required to attend induction program (I-Banker) on your date of joining. You shall be communicated about the date, time and venue for induction program (I-Banker) by your Recruitment Manager.

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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

Remuneration Details

Name : GOWTAHAMAN Sathiya
Position: Assistant Manager
Group: RETAIL BANKING GROUP

	Assistant Manager	
	Monthly	Annual
Basic	7000	84,000
HRA	3,500	42,000
Supplementary Allowance *	12,000	1,44,000
Superannuation Allowance **	1050.00	12,600
Total	**23,550**	**2,82,600**
Retirals		
Retirals (PF, Gratuity) ***	2,383	28,596
Total CTC	**25,933**	**3,11,196**
Performance Linked Retention Pay #	2,250	27,000
Total (incl PLRP)	**28,183**	**3,38,196**

* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance
*** You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy
#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 03-Mar-2021
Digitally signed by AMIT ANAND
Date: 2021.03.03 16:15:01 +05:30
Reason: Offer Letter
Location: Mumbai

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384045041
Applicant ID - 4333681

03-Mar-2021

JEEVA PRAKASH

Dear JEEVA,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

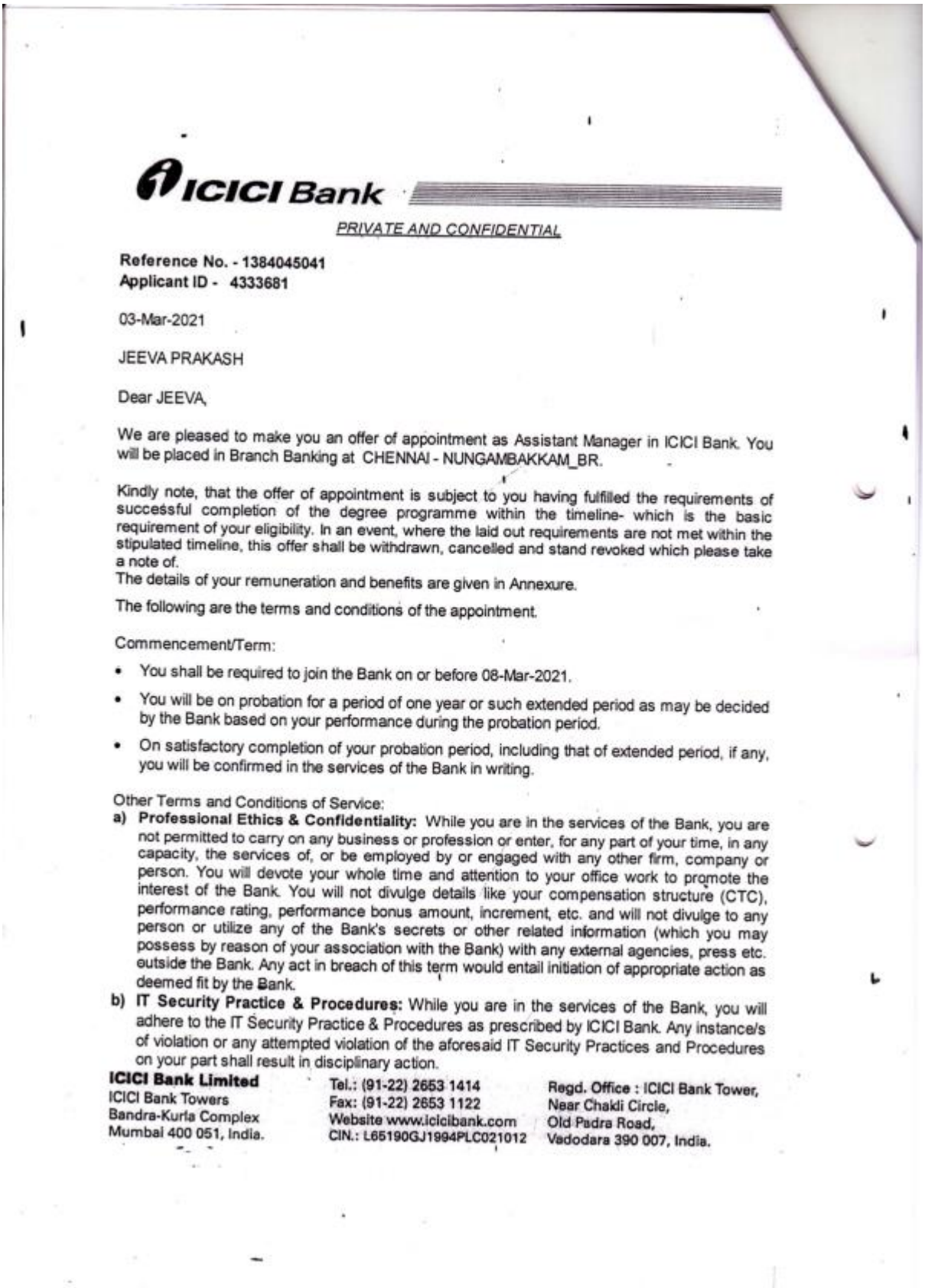
ICICI Bank HR Team

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ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

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5.2.1. Average percentage of placement of outgoing students during the last five years



ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384045041
Applicant ID - 4333681

03-Mar-2021

JEEVA PRAKASH

Dear JEEVA,

We are pleased to make you an offer of appointment as Assistant Manager in ICICI Bank. You will be placed in Branch Banking at CHENNAI - NUNGAMBAKKAM_BR.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.
The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

- You shall be required to join the Bank on or before 08-Mar-2021.
- You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

a) **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

b) **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

ICICI Bank Limited
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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

Reference No. - 1384045041
JEEVA PRAKASH

- **Notice Period:** In case you decide to leave the Bank's services during probation period or after confirmation, you will be required to give thirty days' notice. The Bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the gross salary for the notice period so reduced/waived off.

  After confirmation, your services would be liable to be terminated by the Bank, by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period.

- **Transfer:** The Bank shall have the right to transfer/depute you to any of its offices or ICICI group companies in India and abroad.

- **Joining Competitor:** In the event of termination of your services by the Bank or your resignation from the services of the Bank, you shall not join any Banking or Financial Services Company for a period of six months from the date of resignation/termination.

- Please note that during the course of your services with the Bank or in the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of six months from the date of such cessation, directly or indirectly, either on your own accord or on behalf or in conjunction with any other person/s, firm or company refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associate(s) to leave their current employment with the Bank/Group Companies/Business Partners to join the services of your new employer/firm/company or any other competitor of the Bank/Group Companies/Business Partners. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.
- Please note that during the course of your services with the Bank you cannot be a member of any anti-social/national outfits or of any outfit which is declared as banned by the Government. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

Reference No. - 1384045041
JEEVA PRAKASH

- Please note that while joining the services of the Bank and during the course of your services with the Bank, you would be required to notify the Bank immediately with details of civil or criminal case/s instituted against you in any Court of Law or any complaint/show cause notice /prosecution with/by any Police Station or by any statutory authority, as also you will notify any outcome of such complaint like filing of Chargesheet /Arrest/Conviction/Acquittal/Discharge. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

- The Bank expects resolution of issue/s relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. As such please note that any attempt to bring any outside influence - directly or indirectly - upon any authority to further your interest/s in respect of matters pertaining to your services with the Bank would amount to breach of employment contract leading to initiation of appropriate action.

- Please note that during the course of your services with the Bank, you will not take part in any demonstration/agitation against the Bank and its official/s for or on behalf of any external bodies/political outfits- either as a member or as a sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of the Bank leading to initiation of appropriate action.

- **Termination of Employment:** Your services with the Bank are liable to be terminated:

  - Without assigning any reason and without giving any notice during probation period and after confirmation by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period and at any time during your services with the Bank in the event of

    a) Any breach of the conditions mentioned in this letter on your part
    b) You not successfully completing the degree programme within the stipulated timeline during the current academic year and non-submission of your certificate and mark sheet within 3 months of result announcement
    c) Any incorrect information furnished by you like:
       - Mismatch in your previous employment data even for a day
       - Mismatch in your previous pay slip
       - Fake qualification certificates etc; and
    d) Suppression of any material information by you.
    e) Any breach of the Rules and Regulations of the Bank as applicable/may be made applicable to you from time to time.

5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

:4

Reference No. - 1384045041
JEEVA PRAKASH

- **General:**
  - Your appointment and continuation in employment are subject to reference checks, successful completion of your course during the current academic year and submission of your certificate and mark sheet within 3 months of joining.
  - You will be bound by the Rules and Regulations of the Bank.
  - You will keep us informed of any change in your residential address.
  - Your acceptance is taken as your understanding that the role in ICICI Bank may involve sales. You may be required to travel extensively as per the requirement of your job/role or as may be needed for the exigencies of the Bank. Also, that you further understand that your services in the Bank are transferrable in any location and profile including sales, across geographies as per organization requirements.

If you are agreeable to the above mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

Amit Anand
Business HR Manager

Digitally signed by AMIT ANAND
Date: 2021.03.03 18:24:23 +05:30
Reason: Offer Letter
Location: Mumbai

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Signature of Applicant

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

Reference No. - 1384045041
JEEVA PRAKASH

Annexure:

Remuneration:

- Your Base Salary will be Rs. 84,000/- (Rupees Eighty Four Thousand only) per annum.
- You will eligible for the Performance Linked Retention Pay, as per the policy of the Bank. Please note that there is no guaranteed performance bonus, subject to however provisions of the Payment of Bonus Act 1965, wherever applicable. The performance linked Retention pay would be payable to an employee only if the employee on the day of payout is on the rolls of the bank and he/she has not resigned and / or is serving notice period.

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- You will be eligible for HRA of Rs. 42,000/- (Rupees Forty Two Thousand only) per annum.
- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

- You will be eligible for a Superannuation Allowance of Rs. 12,600/- (Rupees Twelve Thousand Six Hundred only) per annum.

5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

:6:

Reference No. - 1384045041
JEEVA PRAKASH
Benefits:

- Comprehensive Mediclaim Coverage for you and your immediate family up to Rs.400,000/- (Rupees Four Lakh only) per annum. Your immediate family includes yourself, your spouse and dependent children.You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.
- The salary and perquisites including supplementary allowance are subject to limits and rules prescribed by the Income Tax Act / Rules and policies of the Company.
- Maternity leave benefits as defined under the Maternity Benefit (Amendment) Act, 2017 are offered to eligible women employees by the Bank. Details of all types of leaves including the Maternity leave benefits offered to employees and eligibility criteria for availing such benefits are notified by the Bank under "Employee Benefit Policies" available on the Bank's intranet which will be accessible upon joining the Bank.

Digitally signed by AMIT ANAND
Date: 2021.03.03 16:24:23 +05:30
Reason: Offer Letter
Location: Mumbai

Signature of Applicant

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ICICI Bank

JOINING FORMALITIES

The process to join the Bank is by way of completing the online joining formalities. You are required to complete the online joining formalities within 5 days from the date of accepting offer letter. Please note that completion of online joining formalities is a mandatory process.

The login credentials are provided below:

URL: https://www.icicicareers.com/Careers/CP/CandidateLogin.aspx

Username: Registered email id or Applicant id

Password: Which has been already communicated to you through registered email id. In case, you do not remember the password, please use "forgot password "option to generate a new password.

Following documents (xerox copies) are required to be uploaded:

1) Self-attested copies of educational certificates and marksheets (X^{th}/XII^{th}/ Graduation/ Post graduation)
2) Work Experience Document
   a. Resignation accepted letter from current organization
   b. Relieving letter from two previous employers or companies worked in last five years whichever is higher
3) Passport size Photograph (against Red background)
4) Address proof (Passport/Voter id/Ration card)
5) PAN Card

Please note that you are required to attend Induction program (I-Banker) on your date of joining. You shall be communicated about the date, time and venue for induction program (I-Banker) by your Recruitment Manager.

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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

Remuneration details

Name : JEEVA PRAKASH
Position: Assistant Manager
Group: RETAIL BANKING GROUP

	Assistant Manager	
	Monthly	Annual
Basic	7000	84,000
HRA	3,500	42,000
Supplementary Allowance *	12,000	1,44,000
Superannuation Allowance **	1050.00	12,600
Total	**23,550**	**2,82,600**
Retirals		
Retirals (PF, Gratuity) ***	2,383	28,596
Total CTC	**25,933**	**3,11,196**
Performance Linked Retention Pay #	2,250	27,000
Total (incl PLRP)	**28,183**	**3,38,196**

* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

*** You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 03-Mar-2021
Digitally signed by AMIT ANAND
Date: 2021.03.03 16:24:23 +05:30
Reason: Offer Letter
Location: Mumbai

ICICI Bank Limited
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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384045059
Applicant ID - 4333657

05-Mar-2021

Dinesh C

Dear Dinesh,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384045059
Applicant ID - 4333657

05-Mar-2021

Dinesh C

Dear Dinesh,

We are pleased to make you an offer of appointment as Assistant Manager in ICICI Bank. You will be placed in Branch Banking at CHENNAI - SELAIYUR_BR.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.
The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

- You shall be required to join the Bank on or before 08-Mar-2021.
- You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

a) **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

b) **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

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Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

Reference No. - 1384045059
Dinesh C

- **Notice Period:** In case you decide to leave the Bank's services during probation period or after confirmation, you will be required to give thirty days' notice. The Bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the gross salary for the notice period so reduced/waived off.

  After confirmation, your services would be liable to be terminated by the Bank, by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period.

- **Transfer:** The Bank shall have the right to transfer/depute you to any of its offices or ICICI group companies in India and abroad.

- **Joining Competitor:** In the event of termination of your services by the Bank or your resignation from the services of the Bank, you shall not join any Banking or Financial Services Company for a period of six months from the date of resignation/termination.

- Please note that during the course of your services with the Bank or in the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of six months from the date of such cessation, directly or indirectly, either on your own accord or on behalf or in conjunction with any other person/s, firm or company refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associate(s) to leave their current employment with the Bank/Group Companies/Business Partners to join the services of your new employer/firm/company or any other competitor of the Bank/Group Companies/Business Partners. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.
- Please note that during the course of your services with the Bank you cannot be a member of any anti-social/national outfits or of any outfit which is declared as banned by the Government. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
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ICICI Bank

Reference No. - 1384045059
Dinesh C

- Please note that while joining the services of the Bank and during the course of your services with the Bank, you would be required to notify the Bank immediately with details of civil or criminal case/s instituted against you in any Court of Law or any complaint/show cause notice /prosecution with/by any Police Station or by any statutory authority, as also you will notify any outcome of such complaint like filing of Chargesheet /Arrest/Conviction/Acquittal/Discharge. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

- The Bank expects resolution of issue/s relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. As such please note that any attempt to bring any outside influence - directly or indirectly - upon any authority to further your interest/s in respect of matters pertaining to your services with the Bank would amount to breach of employment contract leading to initiation of appropriate action.

- Please note that during the course of your services with the Bank, you will not take part in any demonstration/agitation against the Bank and its official/s for or on behalf of any external bodies/political outfits- either as a member or as a sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of the Bank leading to initiation of appropriate action.

- **Termination of Employment:** Your services with the Bank are liable to be terminated:

  - Without assigning any reason and without giving any notice during probation period and after confirmation by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period and at any time during your services with the Bank in the event of
    a) Any breach of the conditions mentioned in this letter on your part
    b) You not successfully completing the degree programme within the stipulated timeline during the current academic year and non-submission of your certificate and mark sheet within 3 months of result announcement
    c) Any incorrect information furnished by you like:
       - Mismatch in your previous employment data even for a day
       - Mismatch in your previous pay slip
       - Fake qualification certificates etc; and
    d) Suppression of any material information by you.
    e) Any breach of the Rules and Regulations of the Bank as applicable/may be made applicable to you from time to time.

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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

:4

Reference No. - 1384045059
Dinesh C

- **General:**
  - Your appointment and continuation in employment are subject to reference checks, successful completion of your course during the current academic year and submission of your certificate and mark sheet within 3 months of joining.
  - You will be bound by the Rules and Regulations of the Bank.
  - You will keep us informed of any change in your residential address.
  - Your acceptance is taken as your understanding that the role in ICICI Bank may involve sales. You may be required to travel extensively as per the requirement of your job/role or as may be needed for the exigencies of the Bank. Also, that you further understand that your services in the Bank are transferrable in any location and profile including sales, across geographies as per organization requirements.

If you are agreeable to the above mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

Amit Anand
Business HR Manager

Digitally signed by AMIT ANAND
Date: 2021.03.05 17:20:27 +05:30
Reason: Offer Letter
Location: Mumbai

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Signature of Applicant

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

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ICICI Bank

Reference No. - 1384045059
Dinesh C

Annexure:

Remuneration:

- Your Base Salary will be Rs. 84,000/- (Rupees Eighty Four Thousand only) per annum.
- You will eligible for the Performance Linked Retention Pay, as per the policy of the Bank. Please note that there is no guaranteed performance bonus, subject to however provisions of the Payment of Bonus Act 1965, wherever applicable. The performance linked Retention pay would be payable to an employee only if the employee on the day of payout is on the rolls of the bank and he/she has not resigned and / or is serving notice period.

Supplementary Allowances:

- You will be eligible for a Supplementary Allowance of Rs. 1,44,000/- (Rupees One Lakh Forty Four Thousand only) per annum. Supplementary allowance will include –Conveyance / Travel Allowance, LTA, Medical Reimbursement, Canteen and any other allowance. All the components of supplementary allowance are subject to limits and rules prescribed by Income tax act and policies of the bank.
- You will be eligible for HRA of Rs. 42,000/- (Rupees Forty Two Thousand only) per annum.
- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

- You will be eligible for a Superannuation Allowance of Rs. 12,600/- (Rupees Twelve Thousand Six Hundred only) per annum.

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Reference No. - 1384045059
Dinesh C

Benefits:

- Comprehensive Mediclaim Coverage for you and your immediate family up to Rs.400,000/- (Rupees Four Lakh only) per annum. Your immediate family includes yourself, your spouse and dependent children.You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.
- The salary and perquisites including supplementary allowance are subject to limits and rules prescribed by the Income Tax Act / Rules and policies of the Company.
- Maternity leave benefits as defined under the Maternity Benefit (Amendment) Act, 2017 are offered to eligible women employees by the Bank. Details of all types of leaves including the Maternity leave benefits offered to employees and eligibility criteria for availing such benefits are notified by the Bank under "Employee Benefit Policies" available on the Bank's intranet which will be accessible upon joining the Bank.

Signature of Applicant

Digitally signed by AMIT ANAND
Date: 2021.03.05 17:20:27 +05:30
Reason: Offer Letter
Location: Mumbai

ICICI Bank Limited
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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

JOINING FORMALITIES

The process to join the Bank is by way of completing the online joining formalities. You are required to complete the online joining formalities within 5 days from the date of accepting offer letter. Please note that completion of online joining formalities is a mandatory process.

The login credentials are provided below:

URL: https://www.icicicareers.com/Careers/CP/CandidateLogin.aspx

Username: Registered email id or Applicant id

Password: Which has been already communicated to you through registered email id. In case, you do not remember the password, please use "forgot password "option to generate a new password.

Following documents (xerox copies) are required to be uploaded:

1) Self-attested copies of educational certificates and marksheets (X^{th}/XII^{th}/ Graduation/ Post graduation)
2) Work Experience Document
   a. Resignation accepted letter from current organization
   b. Relieving letter from two previous employers or companies worked in last five years whichever is higher
3) Passport size Photograph (against Red background)
4) Address proof (Passport/Voter id/Ration card)
5) PAN Card

Please note that you are required to attend Induction program (I-Banker) on your date of joining. You shall be communicated about the date, time and venue for induction program (I-Banker) by your Recruitment Manager.

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ICICI Bank

Remuneration Details

Name : Dinesh C
Position: Assistant Manager
Group: RETAIL BANKING GROUP

	Assistant Manager	
	Monthly	Annual
Basic	7000	84,000
HRA	3,500	42,000
Supplementary Allowance *	12,000	1,44,000
Superannuation Allowance **	1050.00	12,600
Total	**23,550**	**2,82,600**
Retirals		
Retirals (PF, Gratuity) ***	2,383	28,596
Total CTC	**25,933**	**3,11,196**
Performance Linked Retention Pay #	2,250	27,000
Total (incl PLRP)	**28,183**	**3,38,196**

* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

*** You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

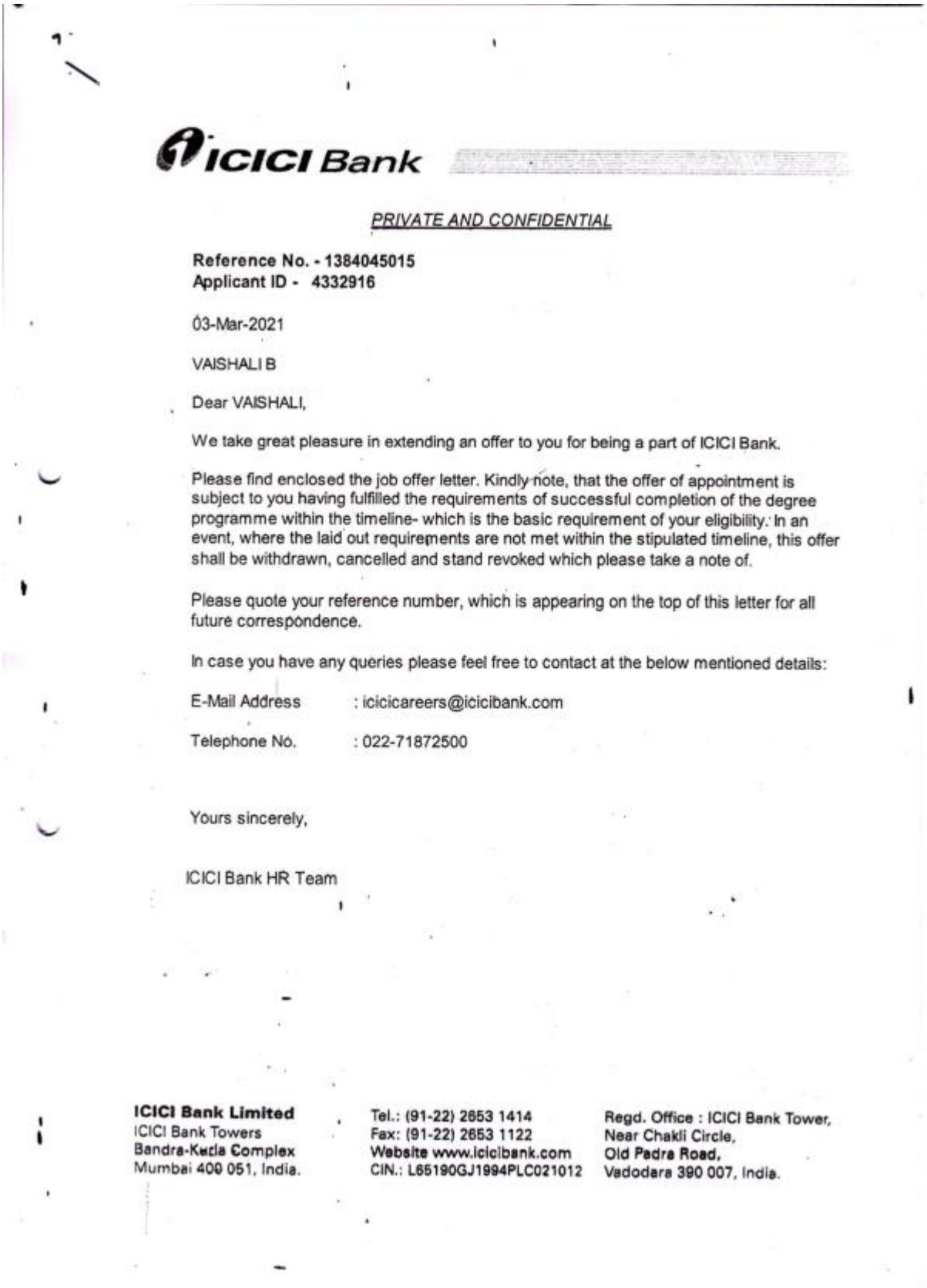
Date: 05-Mar-2021
Digitally signed by AMIT ANAND
Date: 2021.03.05 17:20:27 +05:30
Reason: Offer Letter
Location: Mumbai

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5.2.1. Average percentage of placement of outgoing students during the last five years



ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384045015
Applicant ID - 4332916

03-Mar-2021

VAISHALI B

Dear VAISHALI,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
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ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384045015
Applicant ID - 4332916

03-Mar-2021

VAISHALI B

Dear VAISHALI,

We are pleased to make you an offer of appointment as Assistant Manager in ICICI Bank. You will be placed in Branch Banking at CHENNAI - DLF IT PARK_BR.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.
The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

- You shall be required to join the Bank on or before 08-Mar-2021.
- You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

a) **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

b) **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

Reference No. - 1384045015
VAISHALI B

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- Please note that during the course of your services with the Bank or in the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of six months from the date of such cessation, directly or indirectly, either on your own accord or on behalf or in conjunction with any other person/s, firm or company refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associate(s) to leave their current employment with the Bank/Group Companies/Business Partners to join the services of your new employer/firm/company or any other competitor of the Bank/Group Companies/Business Partners. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.
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VAISHALI B

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- **Termination of Employment:** Your services with the Bank are liable to be terminated:

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    a) Any breach of the conditions mentioned in this letter on your part
    b) You not successfully completing the degree programme within the stipulated timeline during the current academic year and non-submission of your certificate and mark sheet within 3 months of result announcement
    c) Any incorrect information furnished by you like:
       - Mismatch in your previous employment data even for a day
       - Mismatch in your previous pay slip
       - Fake qualification certificates etc; and
    d) Suppression of any material information by you.
    e) Any breach of the Rules and Regulations of the Bank as applicable/may be made applicable to you from time to time.

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ICICI Bank

:4

Reference No. - 1384045015
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  - You will be bound by the Rules and Regulations of the Bank.
  - You will keep us informed of any change in your residential address.
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If you are agreeable to the above mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

Amit Anand
Business HR Manager

Digitally signed by AMIT ANAND
Date: 2021.03.03 14:20:43 +05:30
Reason: Offer Letter

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Signature of Applicant

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Annexure:

Remuneration:

- Your Base Salary will be Rs. 84,000/- (Rupees Eighty Four Thousand only) per annum.
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Supplementary Allowances:

- You will be eligible for a Supplementary Allowance of Rs. 1,44,000/- (Rupees One Lakh Forty Four Thousand only) per annum. Supplementary allowance will include –Conveyance / Travel Allowance, LTA, Medical Reimbursement, Canteen and any other allowance. All the components of supplementary allowance are subject to limits and rules prescribed by Income tax act and policies of the bank.
- You will be eligible for HRA of Rs. 42,000/- (Rupees Forty Two Thousand only) per annum.
- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

- You will be eligible for a Superannuation Allowance of Rs. 12,600/- (Rupees Twelve Thousand Six Hundred only) per annum.

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Reference No. - 1384045015
VAISHALI B

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Signature of Applicant

Digitally signed by AMIT ANAND
Date: 2021.03.03 14:20:43 +05:30
Reason: Offer Letter
Location: Mumbai

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Mumbai 400 051, India.

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JOINING FORMALITIES

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4) Address proof (Passport/Voter id/Ration card)
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Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

Remuneration Details

Name : VAISHALI B
Position: Assistant Manager
Group: RETAIL BANKING GROUP

	Assistant Manager	
	Monthly	Annual
Basic	7000	84,000
HRA	3,500	42,000
Supplementary Allowance *	12,000	1,44,000
Superannuation Allowance **	1050.00	12,600
Total	**23,550**	**2,82,600**
Retirals		
Retirals (PF, Gratuity) ***	2,383	28,596
Total CTC	**25,933**	**3,11,196**
Performance Linked Retention Pay #	2,250	27,000
Total (incl PLRP)	**28,183**	**3,38,196**

* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance
*** You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy
#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 03-Mar-2021
Digitally signed by AMIT ANAND
Date: 2021.03.03 14:20:43 +05:30
Reason: Offer Letter
Location: Mumbai

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla-Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384009351
Applicant ID - 4332915

03-Mar-2021

AAFRIN SHAIKMOHIDEEN

Dear AAFRIN,

We are pleased to make you an offer of appointment as Assistant Manager in ICICI Bank. You will be placed in Branch Banking at CHENNAI - KILPAUK_BR.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.
The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

- You shall be required to join the Bank on or before 08-Mar-2021.
- You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

a) **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

b) **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

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Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384009351
Applicant ID - 4332915

03-Mar-2021

AAFRIN SHAIKMOHIDEEN

Dear AAFRIN,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

Reference No. - 1384009351
AAFRIN SHAIKMOHIDEEN

- **Notice Period:** In case you decide to leave the Bank's services during probation period or after confirmation, you will be required to give thirty days' notice. The Bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the gross salary for the notice period so reduced/waived off.

  After confirmation, your services would be liable to be terminated by the Bank, by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period.

- **Transfer:** The Bank shall have the right to transfer/depute you to any of its offices or ICICI group companies in India and abroad.

- **Joining Competitor:** In the event of termination of your services by the Bank or your resignation from the services of the Bank, you shall not join any Banking or Financial Services Company for a period of six months from the date of resignation/termination.

- Please note that during the course of your services with the Bank or in the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of six months from the date of such cessation, directly or indirectly, either on your own accord or on behalf or in conjunction with any other person/s, firm or company refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associate(s) to leave their current employment with the Bank/Group Companies/Business Partners to join the services of your new employer/firm/company or any other competitor of the Bank/Group Companies/Business Partners. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.
- Please note that during the course of your services with the Bank you cannot be a member of any anti-social/national outfits or of any outfit which is declared as banned by the Government. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

ICICI Bank Limited
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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

Reference No. - 1384009351
AAFRIN SHAIKMOHIDEEN

- Please note that while joining the services of the Bank and during the course of your services with the Bank, you would be required to notify the Bank immediately with details of civil or criminal case/s instituted against you in any Court of Law or any complaint/show cause notice /prosecution with/by any Police Station or by any statutory authority, as also you will notify any outcome of such complaint like filing of Chargesheet /Arrest/Conviction/Acquittal/Discharge. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

- The Bank expects resolution of issue/s relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. As such please note that any attempt to bring any outside influence - directly or indirectly - upon any authority to further your interest/s in respect of matters pertaining to your services with the Bank would amount to breach of employment contract leading to initiation of appropriate action.

- Please note that during the course of your services with the Bank, you will not take part in any demonstration/agitation against the Bank and its official/s for or on behalf of any external bodies/political outfits- either as a member or as a sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of the Bank leading to initiation of appropriate action.

- **Termination of Employment:** Your services with the Bank are liable to be terminated:

  - Without assigning any reason and without giving any notice during probation period and after confirmation by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period and at any time during your services with the Bank in the event of
    a) Any breach of the conditions mentioned in this letter on your part
    b) You not successfully completing the degree programme within the stipulated timeline during the current academic year and non-submission of your certificate and mark sheet within 3 months of result announcement
    c) Any incorrect information furnished by you like:
       - Mismatch in your previous employment data even for a day
       - Mismatch in your previous pay slip
       - Fake qualification certificates etc; and
    d) Suppression of any material information by you.
    e) Any breach of the Rules and Regulations of the Bank as applicable/may be made applicable to you from time to time.

ICICI Bank Limited
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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

:4

Reference No. - 1384009351
AAFRIN SHAIKMOHIDEEN

- **General:**
  - Your appointment and continuation in employment are subject to reference checks, successful completion of your course during the current academic year and submission of your certificate and mark sheet within 3 months of joining.
  - You will be bound by the Rules and Regulations of the Bank.
  - You will keep us informed of any change in your residential address.
  - Your acceptance is taken as your understanding that the role in ICICI Bank may involve sales. You may be required to travel extensively as per the requirement of your job/role or as may be needed for the exigencies of the Bank. Also, that you further understand that your services in the Bank are transferrable in any location and profile including sales, across geographies as per organization requirements.

If you are agreeable to the above mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

Amit Anand
Business HR Manager

Digitally signed by AMIT ANAND
Date: 2021.03.03 18:11:03 +05:30
Reason: Offer Letter
Location: Mumbai

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Signature of Applicant

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

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Fax: (91-22) 2653 1122
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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

:5:

Reference No. - 1384009351
AAFRIN SHAIKMOHIDEEN

Annexure:

Remuneration:

- Your Base Salary will be Rs. 84,000/- (Rupees Eighty Four Thousand only) per annum.
- You will eligible for the Performance Linked Retention Pay, as per the policy of the Bank. Please note that there is no guaranteed performance bonus, subject to however provisions of the Payment of Bonus Act 1965, wherever applicable. The performance linked Retention pay would be payable to an employee only if the employee on the day of payout is on the rolls of the bank and he/she has not resigned and / or is serving notice period.

Supplementary Allowances:

- You will be eligible for a Supplementary Allowance of Rs. 1,44,000/- (Rupees One Lakh Forty Four Thousand only) per annum. Supplementary allowance will include –Conveyance / Travel Allowance, LTA, Medical Reimbursement, Canteen and any other allowance. All the components of supplementary allowance are subject to limits and rules prescribed by Income tax act and policies of the bank.
- You will be eligible for HRA of Rs. 42,000/- (Rupees Forty Two Thousand only) per annum.
- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

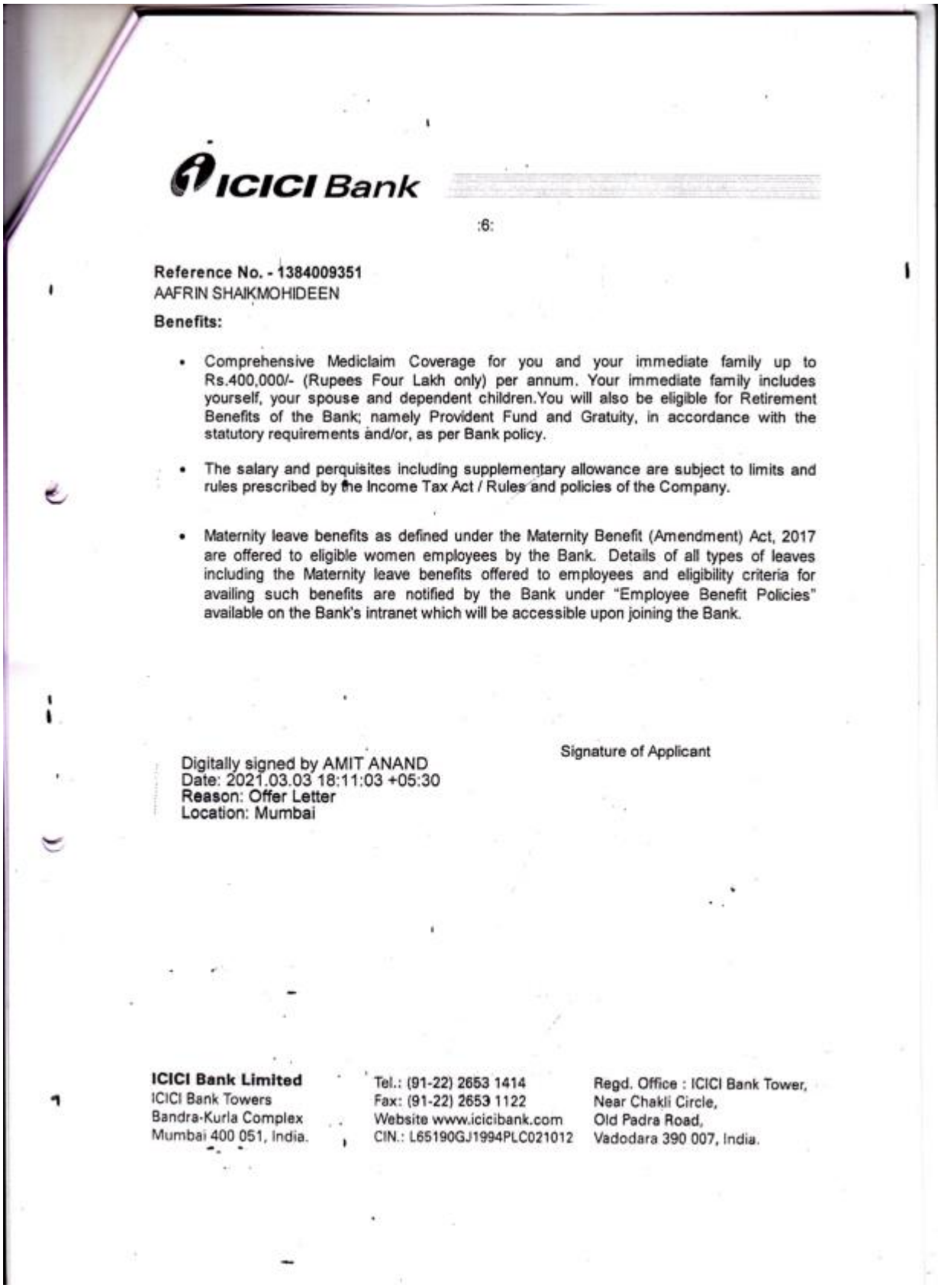
- You will be eligible for a Superannuation Allowance of Rs. 12,600/- (Rupees Twelve Thousand Six Hundred only) per annum.

ICICI Bank Limited
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5.2.1. Average percentage of placement of outgoing students during the last five years



ICICI Bank

:6:

Reference No. - 1384009351
AAFRIN SHAIKMOHIDEEN

Benefits:

- Comprehensive Mediclaim Coverage for you and your immediate family up to Rs.400,000/- (Rupees Four Lakh only) per annum. Your immediate family includes yourself, your spouse and dependent children.You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.
- The salary and perquisites including supplementary allowance are subject to limits and rules prescribed by the Income Tax Act / Rules and policies of the Company.
- Maternity leave benefits as defined under the Maternity Benefit (Amendment) Act, 2017 are offered to eligible women employees by the Bank. Details of all types of leaves including the Maternity leave benefits offered to employees and eligibility criteria for availing such benefits are notified by the Bank under "Employee Benefit Policies" available on the Bank's intranet which will be accessible upon joining the Bank.

Signature of Applicant

Digitally signed by AMIT ANAND
Date: 2021.03.03 18:11:03 +05:30
Reason: Offer Letter
Location: Mumbai

ICICI Bank Limited
ICICI Bank Towers
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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

JOINING FORMALITIES

The process to join the Bank is by way of completing the online joining formalities. You are required to complete the online joining formalities within 5 days from the date of accepting offer letter. Please note that completion of online joining formalities is a mandatory process.

The login credentials are provided below:

URL: https://www.icicicareers.com/Careers/CP/CandidateLogin.aspx

Username: Registered email id or Applicant id

Password: Which has been already communicated to you through registered email id. In case, you do not remember the password, please use "forgot password "option to generate a new password.

Following documents (xerox copies) are required to be uploaded:

1) Self-attested copies of educational certificates and marksheets (X^{th}/XII^{th}/ Graduation/ Post graduation)
2) Work Experience Document
   a. Resignation accepted letter from current organization
   b. Relieving letter from two previous employers or companies worked in last five years whichever is higher
3) Passport size Photograph (against Red background)
4) Address proof (Passport/Voter id/Ration card)
5) PAN Card

Please note that you are required to attend Induction program (I-Banker) on your date of joining. You shall be communicated about the date, time and venue for induction program (I-Banker) by your Recruitment Manager.

ICICI Bank Limited
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5.2.1. Average percentage of placement of outgoing students during the last five years

ICICI Bank

Remuneration Details

Name : AAFRIN SHAIKMOHIDEEN
Position: Assistant Manager
Group: RETAIL BANKING GROUP

	Assistant Manager	
	Monthly	Annual
Basic	7000	84,000
HRA	3,500	42,000
Supplementary Allowance *	12,000	1,44,000
Superannuation Allowance **	1050.00	12,600
Total	**23,550**	**2,82,600**
Retirals		
Retirals (PF, Gratuity) ***	2,383	28,596
Total CTC	**25,933**	**3,11,196**
Performance Linked Retention Pay #	2,250	27,000
Total (incl PLRP)	**28,183**	**3,38,196**

* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

*** You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 03-Mar-2021
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Date: 2021.03.03 18:11:03 +05:30
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ICICI Bank Limited
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5.2.1. Average percentage of placement of outgoing students during the last five years

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info@ilifetech.in

JOB OFFER LETTER

ORDER DATE: 22nd March 2021
NAME: V.N. MOHAMMED HASHIM, MCA.,
APPOINTMENT PLACE: TRICHY
ADDRESS: Jamal Mohamed College,
P.Box.No : 808, #7, Race Course Road, Khajanagar, Tiruchirappalli-620 020.

Dear V.N. MOHAMMED HASHIM,

I am pleased to offer you the position of **NETWORK ENGINEER** starting on 01/04/2021. If you wish to accept thisposition, as a token of acceptance please sign the duplicate copy of this letter and return it to me by 29/03/2021.

The work you will do is covered by an existing collective employment agreement between **Management**and **ILIFE TECHNOLOGIES**. A copy of collective agreement is attached. I understand from you that you are a member of **ILIFE TECHNOLOGIES**. As a member of Our Organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectations. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

Compensation Details		
Description	**Earnings (Rs.)**	**Deductions (Rs.)**
Basic Salary	24,000	NIL
T.A.	NIL	NIL
Insurance	NIL	NIL
NET SALARY	24,000	NIL

Dated: 22-03-2021

For Ilife Technologies
M.Dhanarajan
Managing Director

Employee Signature

Managing Director

Ilife Technologies Trichy-620 002

www.ilifetech.in 3 rd Floor, Periyasamy Towers, Chatram Busstand, Trichy - 620 002.

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5.2.1. Average percentage of placement of outgoing students during the last five years

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info@ilifetech.in

JOB OFFER LETTER

ORDER DATE: 22nd March 2021
NAME: B.TAMILARASAN, MCA.,
APPOINTMENT PLACE: TRICHY
ADDRESS: Jamal Mohamed College,
P.Box.No : 808, #7, Race Course Road, Khajanagar, Tiruchirappalli-620 020.

Dear B.TAMILARASAN,

I am pleased to offer you the position of **WEB DESIGNER** starting on 01/04/2021. If you wish to accept thisposition, as a token of acceptance please sign the duplicate copy of this letter and return it to me by 29/03/2021.

The work you will do is covered by an existing collective employment agreement between **Management** and **ILIFE TECHNOLOGIES**. A copy of collective agreement is attached. I understand from you thatyou are a member of **ILIFE TECHNOLOGIES**. As a member of Our Organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectations. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

Compensation Details		
Description	**Earnings (Rs.)**	**Deductions (Rs.)**
Basic Salary	26,000	NIL
T.A.	NIL	NIL
Insurance	NIL	NIL
NET SALARY	26,000	NIL

Dated: 22-03-2021

For Ilife Technologies

M.Dhanapalan
Managing Director

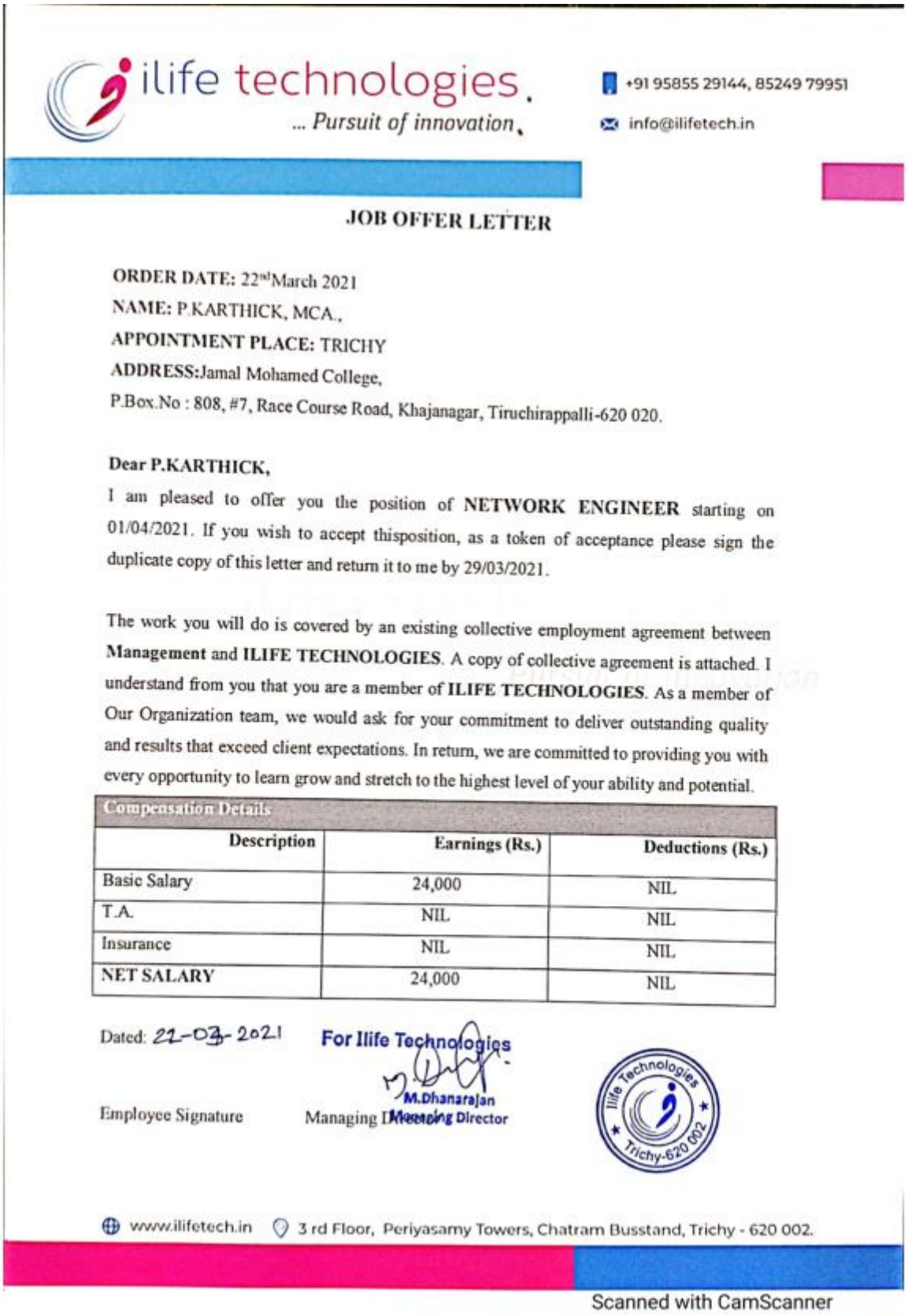
Employee Signature

Ilife Technologies Trichy-620 002

www.ilifetech.in 3 rd Floor, Periyasamy Towers, Chatram Busstand, Trichy - 620 002.

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5.2.1. Average percentage of placement of outgoing students during the last five years



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info@ilifetech.in

JOB OFFER LETTER

ORDER DATE: 22nd March 2021
NAME: P.KARTHICK, MCA.,
APPOINTMENT PLACE: TRICHY
ADDRESS: Jamal Mohamed College,
P.Box.No : 808, #7, Race Course Road, Khajanagar, Tiruchirappalli-620 020.

Dear P.KARTHICK,

I am pleased to offer you the position of **NETWORK ENGINEER** starting on 01/04/2021. If you wish to accept thisposition, as a token of acceptance please sign the duplicate copy of this letter and return it to me by 29/03/2021.

The work you will do is covered by an existing collective employment agreement between **Management** and **ILIFE TECHNOLOGIES**. A copy of collective agreement is attached. I understand from you that you are a member of **ILIFE TECHNOLOGIES**. As a member of Our Organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectations. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

Compensation Details

Description	Earnings (Rs.)	Deductions (Rs.)
Basic Salary	24,000	NIL
T.A.	NIL	NIL
Insurance	NIL	NIL
NET SALARY	24,000	NIL

Dated: 22-03-2021

For Ilife Technologies
M.Dhanarajan
Managing Director

Employee Signature

Ilife Technologies Trichy-620 002

www.ilifetech.in 3 rd Floor, Periyasamy Towers, Chatram Busstand, Trichy - 620 002.

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JOB OFFER LETTER

ORDER DATE: 22nd March 2021
NAME: N.SHANMUGAVEL, MCA.,
APPOINTMENT PLACE: TRICHY
ADDRESS: Jamal Mohamed College,
P.Box.No : 808, #7, Race Course Road, Khajanagar, Tiruchirappalli-620 020.

Dear N.SHANMUGAVEL,

I am pleased to offer you the position of **WEB DESIGNER** starting on 01/04/2021. If you wish to accept thisposition, as a token of acceptance please sign the duplicate copy of this letter and return it to me by 29/03/2021.

The work you will do is covered by an existing collective employment agreement between **Management**and **ILIFE TECHNOLOGIES**. A copy of collective agreement is attached. I understand from you that you are a member of **ILIFE TECHNOLOGIES**. As a member of Our Organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectations. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

Compensation Details

Description	Earnings (Rs.)	Deductions (Rs.)
Basic Salary	26,000	NIL
T.A.	NIL	NIL
Insurance	NIL	NIL
NET SALARY	26,000	NIL

Dated: 22-03-2021

For Ilife Technologies

Employee Signature

Managing Director

Ilife Technologies Trichy-620 002

www.ilifetech.in 3 rd Floor, Periyasamy Towers, Chatram Busstand, Trichy - 620 002.

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info@ilifetech.in

JOB OFFER LETTER

ORDER DATE: 22nd March 2021
NAME: S.MOHAMED IMRAN, MCA.,
APPOINTMENT PLACE: TRICHY
ADDRESS: Jamal Mohamed College,
P.Box.No : 808, #7, Race Course Road, Khajanagar, Tiruchirappalli-620 020.

Dear S.MOHAMED IMRAN,

I am pleased to offer you the position of **PYTHON SPECIALIST** starting on 01/04/2021. If you wish to accept thisposition, as a token of acceptance please sign the duplicate copy of this letter and return it to me by 29/03/2021.

The work you will do is covered by an existing collective employment agreement between **Management** and **ILIFE TECHNOLOGIES**. A copy of collective agreement is attached. I understand from you that you are a member of **ILIFE TECHNOLOGIES**. As a member of Our Organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectations. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

Compensation Details

Description	Earnings (Rs.)	Deductions (Rs.)
Basic Salary	22,000	NIL
T.A.	NIL	NIL
Insurance	NIL	NIL
NET SALARY	22,000	NIL

Dated: 22-03-2021

For Ilife Technologies
M.Dhanarajan
Managing Director

Employee Signature

Managing Director

www.ilifetech.in 3 rd Floor, Periyasamy Towers, Chatram Busstand, Trichy - 620 002.

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info@ilifetech.in

JOB OFFER LETTER

ORDER DATE: 22nd March 2021
NAME: R.RAJ KUMAR, MCA.,
APPOINTMENT PLACE: TRICHY
ADDRESS: Jamal Mohamed College,
P.Box.No : 808, #7, Race Course Road, Khajanagar, Tiruchirappalli-620 020.

Dear R.RAJ KUMAR,

I am pleased to offer you the position of **PYTHON SPECIALIST** starting on 01/04/2021. If you wish to accept thisposition, as a token of acceptance please sign the duplicate copy of this letter and return it to me by 29/03/2021.

The work you will do is covered by an existing collective employment agreement between **Management** and **ILIFE TECHNOLOGIES**. A copy of collective agreement is attached. I understand from you that you are a member of **ILIFE TECHNOLOGIES**. As a member of Our Organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectations. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

Compensation Details		
Description	**Earnings (Rs.)**	**Deductions (Rs.)**
Basic Salary	22,000	NIL
T.A.	NIL	NIL
Insurance	NIL	NIL
NET SALARY	22,000	NIL

Dated: 22-03-2021

For Ilife Technologies
M.Dhanarajan
Managing Director

Employee Signature

Managing Director

Ilife Technologies Trichy-620 002

www.ilifetech.in 3 rd Floor, Periyasamy Towers, Chatram Busstand, Trichy - 620 002.

Scanned with CamScanner

5.2.1. Average percentage of placement of outgoing students during the last five years

ilife technologies
... Pursuit of innovation

+91 95855 29144, 85249 79951
info@ilifetech.in

JOB OFFER LETTER

ORDER DATE: 21st April 2021
NAME: M.SHAKIL AHAMED, MCA.,
APPOINTMENT PLACE: TRICHY
ADDRESS: Jamal Mohamed College,
P.Box.No : 808, #7, Race Course Road, Khajanagar, Tiruchirappalli-620 020.

Dear M.SHAKIL AHAMED,

I am pleased to offer you the position of **DATABASE ADMINISTRATOR** starting on 01/05/2021. If you wish to accept thisposition, as a token of acceptance please sign the duplicate copy of this letter and return it to me by 29/04/2021.

The work you will do is covered by an existing collective employment agreement between **Management** and **ILIFE TECHNOLOGIES**. A copy of collective agreement is attached. I understand from you that you are a member of **ILIFE TECHNOLOGIES**. As a member of Our Organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectations. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

Compensation Details

Description	Earnings (Rs.)	Deductions (Rs.)
Basic Salary	25,000	NIL
T.A.	NIL	NIL
Insurance	NIL	NIL
NET SALARY	25,000	NIL

Dated: 21-04-2021

For Ilife Technologies
M.Dhanarajan
Managing Director

Employee Signature

Managing Director

Ilife Technologies Trichy-620 002

www.ilifetech.in 3 rd Floor, Periyasamy Towers, Chatram Busstand, Trichy - 620 002.

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5.2.1. Average percentage of placement of outgoing students during the last five years

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info@ilifetech.in

JOB OFFER LETTER

ORDER DATE: 21st April 2021
NAME: J.MOHAN KUMAR, MCA.,
APPOINTMENT PLACE: TRICHY
ADDRESS: Jamal Mohamed College,
P.Box.No : 808, #7, Race Course Road, Khajanagar, Tiruchirappalli-620 020.

Dear J.MOHAN KUMAR,

I am pleased to offer you the position of **DATABASE ADMINISTRATOR** starting on 01/05/2021. If you wish to accept thisposition, as a token of acceptance please sign the duplicate copy of this letter and return it to me by 29/04/2021.

The work you will do is covered by an existing collective employment agreement between **Management** and **ILIFE TECHNOLOGIES**. A copy of collective agreement is attached. I understand from you that you are a member of **ILIFE TECHNOLOGIES**. As a member of Our Organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectations. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

Compensation Details		
Description	**Earnings (Rs.)**	**Deductions (Rs.)**
Basic Salary	25,000	NIL
T.A.	NIL	NIL
Insurance	NIL	NIL
NET SALARY	25,000	NIL

Dated: 21-04-2021

For Ilife Technologies

M.Dhanarajan
Managing Director

Employee Signature

Managing Director

Ilife Technologies Trichy-620 002

www.ilifetech.in 3 rd Floor, Periyasamy Towers, Chatram Busstand, Trichy - 620 002.

Scanned with CamScanner

5.2.1. Average percentage of placement of outgoing students during the last five years

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... Pursuit of innovation

+91 95855 29144, 85249 79951
info@ilifetech.in

JOB OFFER LETTER

ORDER DATE: 21st April 2021
NAME: TAMILSELVAN, MA.English,
APPOINTMENT PLACE: TRICHY
ADDRESS: Jamal Mohamed College,
P.Box.No : 808, #7, Race Course Road, Khajanagar, Tiruchirappalli-620 020.

Dear TAMILSELVAN,

I am pleased to offer you the position of **MARKETING EXECUTIVE** starting on 01/05/2021. If you wish to accept thisposition, as a token of acceptance please sign the duplicate copy of this letter and return it to me by 29/04/2021.

The work you will do is covered by an existing collective employment agreement between **Management** and **ILIFE TECHNOLOGIES**. A copy of collective agreement is attached. I understand from you that you are a member of **ILIFE TECHNOLOGIES**. As a member of Our Organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectations. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

Compensation Details

Description	Earnings (Rs.)	Deductions (Rs.)
Basic Salary	20,000	NIL
T.A.	NIL	NIL
Insurance	NIL	NIL
NET SALARY	20,000	NIL

Dated: 21-04-2021

For Ilife Technologies

M.Dhanarajan
Managing Director

Employee Signature

Managing Director

Ilife Technologies Trichy-620 002

www.ilifetech.in 3 rd Floor, Periyasamy Towers, Chatram Busstand, Trichy - 620 002.

Scanned with CamScanner

5.2.1. Average percentage of placement of outgoing students during the last five years

ilife technologies
... Pursuit of innovation

+91 95855 29144, 85249 79951
info@ilifetech.in

JOB OFFER LETTER

ORDER DATE: 21st April 2021
NAME: S.SALMAN, MA.English,
APPOINTMENT PLACE: TRICHY
ADDRESS: Jamal Mohamed College,
P.Box.No : 808, #7, Race Course Road, Khajanagar, Tiruchirappalli-620 020.

Dear S.SALMAN,

I am pleased to offer you the position of **MARKETING EXECUTIVE** starting on 01/05/2021. If you wish to accept thisposition, as a token of acceptance please sign the duplicate copy of this letter and return it to me by 29/04/2021.

The work you will do is covered by an existing collective employment agreement between **Management** and **ILIFE TECHNOLOGIES**. A copy of collective agreement is attached. I understand from you that you are a member of **ILIFE TECHNOLOGIES**. As a member of Our Organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectations. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

Compensation Details

Description	Earnings (Rs.)	Deductions (Rs.)
Basic Salary	20,000	NIL
T.A.	NIL	NIL
Insurance	NIL	NIL
NET SALARY	20,000	NIL

Dated: 21-04-2021

For Ilife Technologies

M.Dhanarajan
Managing Director

Employee Signature

Managing Director

Ilife Technologies Trichy-620 002

www.ilifetech.in 3 rd Floor, Periyasamy Towers, Chatram Busstand, Trichy - 620 002.

Scanned with CamScanner

5.2.1. Average percentage of placement of outgoing students during the last five years

Infosys
Navigate your next

HRD/2T/1001976622/21-22 September 2, 2021

Ms. Aafrin Banu
1/124 Sulthan Street
Murarpalayam , Kallakurichi
Viluppuram-606208
India

Ph: +91-9843140906

Dear Aafrin,

Welcome to Infosys!

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

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

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

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2021.09.02 17:43:26 IST
Reason: Digitally Signed
Location: Bangalore

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

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

5.2.1. Average percentage of placement of outgoing students during the last five years

Infosys
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HRD/1001976622/21-22 September 2, 2021

Ms. Aafrin Banu
1/124 Sulthan Street
Murarpalayam , Kallakurichi
Viluppuram-606208
India

Ph: +91-9843140906

Dear Aafrin,

Congratulations! We are delighted to make you an offer as **Operations Executive - Trainee** and your role is **Operations Executive** .

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **25-Oct-2021.**

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

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual 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.

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Probation and Confirmation

You will be on probation for a period of 12 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 during probation. On 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.

Increments and Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

Transfer

Your services can be transferred to any of our units / departments situated anywhere in India or abroad. At such time compensation applicable to a specific location will be payable to you.

Agreement

Our offer to you as **Operations Executive** 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.

Infosys
Navigate your next

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 condemnation of delay in submission of the same will be at the Company's discretion.

Passport and Driving License

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining duty. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

Compensation and Benefits

Salary

Your Total Gross Salary will be INR **18,581** per month. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I.

In addition to your gross salary, you will receive an additional Personal Allowance of **INR 461** per month. This allowance will be paid to you during your probation period, on the condition that your base location remains Bangalore/Mysore/Mangalore/Hubli. This allowance will be discontinued in case of a change in your base location due to official or personal reasons or upon confirmation (whichever is earlier).

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 2021-22 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.

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 500,000** per annum.

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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 6,200,000** of which **INR 3,200,000** is covered towards natural death, and **INR 3,000,000** 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 200** . 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 month's 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.

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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 an **Operations Executive** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2020-21. These eligibility criteria for the Role of an Operations Executive, has already been clearly communicated to you and your college during the selection process. You will 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 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.

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 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.

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.

Infosys
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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.

Your employment will be governed by the rules, regulations and policies of the Company.
The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.
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 full Name Location

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2021.09.02 17:43:29 IST
Reason: Digitally Signed
Location: Bangalore

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

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

5.2.1. Average percentage of placement of outgoing students during the last five years

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ANNEXURE - I
(Compensation)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	**Ms. Aafrin Banu**
ROLE	**Operations Executive**
ROLE DESIGNATION	**Operations Executive - Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	13,582
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,580
MONTHLY GROSS SALARY	**16,162**

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)	136

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,630
GRATUITY - 4.81% of Basic Salary*	653
FIXED GROSS SALARY (1+2+3)	**18,581**
TOTAL GROSS SALARY	**18,581**

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)	12000	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

Employee State Insurance ("ESI") may be applicable to employees as per the applicable statutory regulations. If ESI is applicable, the employee and the employer will contribute towards ESI as per the provisions of the ESI Act, 1948.

5.2.1. Average percentage of placement of outgoing students during the last five years

Infosys
Navigate your next

HRD/2T/1001975329/21-22

July 5, 2021

Ms. Adhiba J
37/69
BANGALI STREET, WORAIYUR
Tiruchirappalli-620003
India

Ph: +91-8189824579

Dear Adhiba,

Welcome to Infosys!

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

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

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

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2021.07.06 17:24:26 IST
Reason: Digitally Signed
Location: Bangalore

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

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

5.2.1. Average percentage of placement of outgoing students during the last five years

Infosys
Navigate your next

HRD/1001975329/21-22

July 5, 2021

Ms. Adhiba J
37/69
BANGALI STREET, WORAIYUR
Tiruchirappalli-620003
India

Ph: +91-8189824579

Dear Adhiba,

Congratulations! We are delighted to make you an offer as **Operations Executive - Trainee** and your role is **Operations Executive** .

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **22-Jul-2021.**

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

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual 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.

Infosys
Navigate your next

Probation and Confirmation

You will be on probation for a period of 12 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 during probation. On 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.

Increments and Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

Transfer

Your services can be transferred to any of our units / departments situated anywhere in India or abroad. At such time compensation applicable to a specific location will be payable to you.

Agreement

Our offer to you as **Operations Executive** 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.

Infosys
Navigate your next

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 condemnation of delay in submission of the same will be at the Company's discretion.

Passport and Driving License

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining duty. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

Compensation and Benefits

Salary

Your Total Gross Salary will be INR **18,581** per month. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I.

In addition to your gross salary, you will receive an additional Personal Allowance of **INR 461** per month. This allowance will be paid to you during your probation period, on the condition that your base location remains Bangalore/Mysore/Mangalore/Hubli. This allowance will be discontinued in case of a change in your base location due to official or personal reasons or upon confirmation (whichever is earlier).

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 2021-22 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.

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.

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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 6,200,000** of which **INR 3,200,000** is covered towards natural death, and **INR 3,000,000** 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 200** . 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 month's 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.

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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 an **Operations Executive** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2020-21. These eligibility criteria for the Role of an Operations Executive, has already been clearly communicated to you and your college during the selection process. You will 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 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.

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 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.

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.

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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.

Your employment will be governed by the rules, regulations and policies of the Company.
The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.
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 full Name Location

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2021.07.06 17:24:26 IST
Reason: Digitally Signed
Location: Bangalore

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

5.2.1. Average percentage of placement of outgoing students during the last five years

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ANNEXURE - I
(Compensation)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	**Ms. Adhiba J**
ROLE	**Operations Executive**
ROLE DESIGNATION	**Operations Executive - Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	13,582
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,580
MONTHLY GROSS SALARY	**16,162**

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)	136

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,630
GRATUITY - 4.81% of Basic Salary*	653
FIXED GROSS SALARY (1+2+3)	**18,581**
TOTAL GROSS SALARY	**18,581**

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)	12000	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

Employee State Insurance ("ESI") may be applicable to employees as per the applicable statutory regulations. If ESI is applicable, the employee and the employer will contribute towards ESI as per the provisions of the ESI Act, 1948.

5.2.1. Average percentage of placement of outgoing students during the last five years

Infosys®

July 29, 2021

HRD/2T/21-22/1001979605

Ms. Ashifa Parveen
Candidate ID: 1001979605
29/2;First Floor,Main Kandi Street,
Beemanar;Trichy-01
Tiruchirappalli - 620001
Tamil Nadu
India
Ph: (91) 94877 41293

Dear Ashifa,

SUB: LETTER OF INTENT TO HIRE

Congratulations! Further to your application for Employment with Infosys Limited ('Company') and the subsequent selection process, we are delighted to communicate to you our intent to make you an offer for the position of **Operations Executive** in Job Level 2 with the company. Your DoJ is **November 15, 2021** and you will receive the Letter of Appointment with all the elaborates soon.

This letter of intent would be superseded by a formal employment contract. The employment contract will detail out the scope, terms and conditions of your employment with the company, break up of your salary, proposed location of posting, date of joining etc.

Please be advised that our offer to you will be conditional upon you having successfully completed your graduation qualification and having completed all course requirements and examinations required for the award of the educational qualification mentioned by you in your application for employment with the Company. You are required to submit all marks sheets and other relevant documents (if any), on the day you join the Company. Further, you should have been declared as passed by the relevant examination authority. Please note that the determination of the adequacy or authenticity of all or any of the proofs and any condoning delay in submission of the same will be at the Company's absolute and sole discretion.

Should you meet the conditions of employment, your **Total Gross Salary** will be **INR 222972** per annum. The complete breakdown of the compensation and increment will be provided in the Letter of Appointment.

This is a letter of intent only. It is not intended to be, and shall not constitute in any way a binding or legal agreement, or impose any legal obligation or duty on either you or the Company. Should you have any questions regarding the above, please do not hesitate to write to us at offer_update@infosys.com.

Welcome to Infosys Ltd. We are confident you will be able to make a significant contribution to the success of Infosys Limited. We wish you a long, rewarding and fulfilling career and look forward to working with you.

Yours sincerely,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

5.2.1. Average percentage of placement of outgoing students during the last five years

Infosys
Navigate your next

HRD/2T/1001981073/21-22

June 30, 2021

Mr. Bhuvaneshwar Suresh
9/1541 Krishnan kovil 2nd street
Maharnonbu chavadi
Thanjavur-613001
India

Ph: +91-7826865283

Dear Bhuvaneshwar,

Welcome to Infosys!

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

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

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

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2021.06.30 16:07:05 IST
Reason: Digitally Signed
Location: Bangalore

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

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

5.2.1. Average percentage of placement of outgoing students during the last five years

Infosys
Navigate your next

HRD/1001981073/21-22

June 30, 2021

Mr. Bhuvaneshwar Suresh
9/1541 Krishnan kovil 2nd street
Maharnonbu chavadi
Thanjavur-613001
India

Ph: +91-7826865283

Dear Bhuvaneshwar,

Congratulations! We are delighted to make you an offer as **Operations Executive - Trainee** and your role is **Operations Executive** .

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **22-Jul-2021.**

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

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual 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.

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Probation and Confirmation

You will be on probation for a period of 12 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 during probation. On 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.

Increments and Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

Transfer

Your services can be transferred to any of our units / departments situated anywhere in India or abroad. At such time compensation applicable to a specific location will be payable to you.

Agreement

Our offer to you as **Operations Executive** 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.

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Navigate your next

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 condemnation of delay in submission of the same will be at the Company's discretion.

Passport and Driving License

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining duty. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

Compensation and Benefits

Salary

Your Total Gross Salary will be INR **18,581** per month. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I.

In addition to your gross salary, you will receive an additional Personal Allowance of **INR 461** per month. This allowance will be paid to you during your probation period, on the condition that your base location remains Bangalore/Mysore/Mangalore/Hubli. This allowance will be discontinued in case of a change in your base location due to official or personal reasons or upon confirmation (whichever is earlier).

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 2021-22 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.

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.

Infosys
Navigate your next

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 6,200,000** of which **INR 3,200,000** is covered towards natural death, and **INR 3,000,000** 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 200** . 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 month's 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.

Infosys
Navigate your next

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 an **Operations Executive** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2020-21. These eligibility criteria for the Role of an Operations Executive, has already been clearly communicated to you and your college during the selection process. You will 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 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.

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 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.

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.

Infosys
Navigate your next

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.

Your employment will be governed by the rules, regulations and policies of the Company.
The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.
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 full Name Location

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2021.06.30 16:07:05 IST
Reason: Digitally Signed
Location: Bangalore

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
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5.2.1. Average percentage of placement of outgoing students during the last five years

Infosys
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ANNEXURE - I
(Compensation)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	**Mr. Bhuvaneshwar Suresh**
ROLE	**Operations Executive**
ROLE DESIGNATION	**Operations Executive - Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	13,582
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,580
MONTHLY GROSS SALARY	**16,162**

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)	136

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,630
GRATUITY - 4.81% of Basic Salary*	653
FIXED GROSS SALARY (1+2+3)	**18,581**
TOTAL GROSS SALARY	**18,581**

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)	12000	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

Employee State Insurance ("ESI") may be applicable to employees as per the applicable statutory regulations. If ESI is applicable, the employee and the employer will contribute towards ESI as per the provisions of the ESI Act, 1948.

5.2.1. Average percentage of placement of outgoing students during the last five years

Infosys
Navigate your next

HRD/2T/1001606768/21-22 July 30, 2021

Mr. Imthiyas Ahamed
1/108 i, Quaid-E-Millath Nagar
Mangalam, Tiruppur
Tiruppur-641663
India

Ph: +91-8778925171

Dear Imthiyas,

Welcome to Infosys!

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

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

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

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2021.07.30 17:16:01 IST
Reason: Digitally Signed
Location: Bangalore

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

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

5.2.1. Average percentage of placement of outgoing students during the last five years

Infosys
Navigate your next

HRD/1001606768/21-22

July 30, 2021

Mr. Imthiyas Ahamed
1/108 i, Quaid-E-Millath Nagar
Mangalam, Tiruppur
Tiruppur-641663
India

Ph: +91-8778925171

Dear Imthiyas,

Congratulations! We are delighted to make you an offer as **Operations Executive - Trainee** and your role is **Operations Executive** .

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **16-Aug-2021.**

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

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual 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.

Infosys
Navigate your next

Probation and Confirmation

You will be on probation for a period of 12 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 during probation. On 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.

Increments and Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

Transfer

Your services can be transferred to any of our units / departments situated anywhere in India or abroad. At such time compensation applicable to a specific location will be payable to you.

Agreement

Our offer to you as **Operations Executive** 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.

Infosys
Navigate your next

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 condemnation of delay in submission of the same will be at the Company's discretion.

Passport and Driving License

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining duty. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

Compensation and Benefits

Salary

Your Total Gross Salary will be INR **18,581** per month. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I.

In addition to your gross salary, you will receive an additional Personal Allowance of **INR 461** per month. This allowance will be paid to you during your probation period, on the condition that your base location remains Bangalore/Mysore/Mangalore/Hubli. This allowance will be discontinued in case of a change in your base location due to official or personal reasons or upon confirmation (whichever is earlier).

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 2021-22 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.

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.

Infosys
Navigate your next

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 6,200,000** of which **INR 3,200,000** is covered towards natural death, and **INR 3,000,000** 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 200** . 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 month's 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.

Infosys
Navigate your next

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 an **Operations Executive** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2020-21. These eligibility criteria for the Role of an Operations Executive, has already been clearly communicated to you and your college during the selection process. You will 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 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.

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 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.

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.

Infosys
Navigate your next

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.

Your employment will be governed by the rules, regulations and policies of the Company.
The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.
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 full Name Location

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2021.07.30 17:16:01 IST
Reason: Digitally Signed
Location: Bangalore

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

5.2.1. Average percentage of placement of outgoing students during the last five years

Infosys
Navigate your next

ANNEXURE - I
(Compensation)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	**Mr. Imthiyas Ahamed**
ROLE	**Operations Executive**
ROLE DESIGNATION	**Operations Executive - Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	13,582
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,580
MONTHLY GROSS SALARY	**16,162**

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)	136

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,630
GRATUITY - 4.81% of Basic Salary*	653
FIXED GROSS SALARY (1+2+3)	**18,581**
TOTAL GROSS SALARY	**18,581**

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)	12000	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

Employee State Insurance ("ESI") may be applicable to employees as per the applicable statutory regulations. If ESI is applicable, the employee and the employer will contribute towards ESI as per the provisions of the ESI Act, 1948.

5.2.1. Average percentage of placement of outgoing students during the last five years

Infosys
Navigate your next

HRD/2T/1001980790/21-22 September 1, 2021

Mr. Mohamed Mubarak
No.73, Vajirkhan Street,
Nellikuppam
Cuddalore-607105
India

Ph: +91-9600810406

Dear Mohamed,

Welcome to Infosys!

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

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

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

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2021.09.01 19:47:57 IST
Reason: Digitally Signed
Location: Bangalore

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

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

5.2.1. Average percentage of placement of outgoing students during the last five years

Infosys
Navigate your next

HRD/1001980790/21-22 September 1, 2021

Mr. Mohamed Mubarak
No.73, Vajirkhan Street,
Nellikuppam
Cuddalore-607105
India

Ph: +91-9600810406

Dear Mohamed,

Congratulations! We are delighted to make you an offer as **Operations Executive - Trainee** and your role is **Operations Executive** .

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **25-Oct-2021.**

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

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual 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.

Infosys
Navigate your next

Probation and Confirmation

You will be on probation for a period of 12 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 during probation. On 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.

Increments and Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

Transfer

Your services can be transferred to any of our units / departments situated anywhere in India or abroad. At such time compensation applicable to a specific location will be payable to you.

Agreement

Our offer to you as **Operations Executive** 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.

Infosys
Navigate your next

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 condemnation of delay in submission of the same will be at the Company's discretion.

Passport and Driving License

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining duty. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

Compensation and Benefits

Salary

Your Total Gross Salary will be INR **18,581** per month. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I.

In addition to your gross salary, you will receive an additional Personal Allowance of **INR 461** per month. This allowance will be paid to you during your probation period, on the condition that your base location remains Bangalore/Mysore/Mangalore/Hubli. This allowance will be discontinued in case of a change in your base location due to official or personal reasons or upon confirmation (whichever is earlier).

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 2021-22 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.

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 500,000** per annum.

Infosys
Navigate your next

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 6,200,000** of which **INR 3,200,000** is covered towards natural death, and **INR 3,000,000** 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 200** . 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 month's 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.

Infosys
Navigate your next

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 an **Operations Executive** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2020-21. These eligibility criteria for the Role of an Operations Executive, has already been clearly communicated to you and your college during the selection process. You will 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 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.

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 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.

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.

Infosys
Navigate your next

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.

Your employment will be governed by the rules, regulations and policies of the Company.
The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.
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 full Name Location

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2021.09.01 19:47:57 IST
Reason: Digitally Signed
Location: Bangalore

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
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Company Confidential - This communication is confidential between you and Infosys Limited

5.2.1. Average percentage of placement of outgoing students during the last five years

Infosys
Navigate your next

ANNEXURE - I
(Compensation)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	**Mr. Mohamed Mubarak**
ROLE	**Operations Executive**
ROLE DESIGNATION	**Operations Executive - Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	13,582
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,580
MONTHLY GROSS SALARY	**16,162**

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)	136

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,630
GRATUITY - 4.81% of Basic Salary*	653
FIXED GROSS SALARY (1+2+3)	**18,581**
TOTAL GROSS SALARY	**18,581**

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)	12000	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

Employee State Insurance ("ESI") may be applicable to employees as per the applicable statutory regulations. If ESI is applicable, the employee and the employer will contribute towards ESI as per the provisions of the ESI Act, 1948.

5.2.1. Average percentage of placement of outgoing students during the last five years

Infosys
Navigate your next

HRD/2T/1001984206/21-22

November 12, 2021

Mr. Nasarul Al Hassan S
863 C, 30Th Cross Street,
Shanthi Nagar, Palayamkottai
Tirunelveli-627002
India

Ph: +91-9940938722

Dear Nasarul,

Welcome to Infosys!

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

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

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

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2021.11.12 13:28:32 IST
Reason: Digitally Signed
Location: Bangalore

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

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

5.2.1. Average percentage of placement of outgoing students during the last five years

Infosys
Navigate your next

HRD/1001984206/21-22 November 12, 2021

Mr. Nasarul Al Hassan S
863 C, 30Th Cross Street,
Shanthi Nagar, Palayamkottai
Tirunelveli-627002
India

Ph: +91-9940938722

Dear Nasarul,

Congratulations! We are delighted to make you an offer as **Operations Executive - Trainee** and your role is **Operations Executive** .

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **20-Dec-2021.**

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

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual 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.

Infosys
Navigate your next

Probation and Confirmation

You will be on probation for a period of 12 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 during probation. On 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.

Increments and Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

Transfer

Your services can be transferred to any of our units / departments situated anywhere in India or abroad. At such time compensation applicable to a specific location will be payable to you.

Agreement

Our offer to you as **Operations Executive** 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.

Infosys
Navigate your next

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 condemnation of delay in submission of the same will be at the Company's discretion.

Passport and Driving License

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining duty. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

Compensation and Benefits

Salary

Your Total Gross Salary will be INR **18,581** per month. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I.

In addition to your gross salary, you will receive an additional Personal Allowance of **INR 461** per month. This allowance will be paid to you during your probation period, on the condition that your base location remains Bangalore/Mysore/Mangalore/Hubli. This allowance will be discontinued in case of a change in your base location due to official or personal reasons or upon confirmation (whichever is earlier).

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 2021-22 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.

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 500,000** per annum.

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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 6,200,000** of which **INR 3,200,000** is covered towards natural death, and **INR 3,000,000** 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 200** . 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 month's 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.

Infosys
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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 an **Operations Executive** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2020-21. These eligibility criteria for the Role of an Operations Executive, has already been clearly communicated to you and your college during the selection process. You will 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 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.

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 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.

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.

Your employment will be governed by the rules, regulations and policies of the Company.
The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.
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 full Name Location

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2021.11.12 13:28:32 IST
Reason: Digitally Signed
Location: Bangalore

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

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5.2.1. Average percentage of placement of outgoing students during the last five years

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HRD/2T/1001976621/21-22 June 30, 2021

Ms. Rbanu Priya
8/16 Ganapathy Iyer Lane North Andar Street Trichy-2
8/16 Ganapathy Iyer Lane North Andar Street Trichy 2
Tiruchirappalli-620002
India

Ph: +91-8608314718

Dear Rbanu,

Welcome to Infosys!

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

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

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

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2021.06.30 16:43:47 IST
Reason: Digitally Signed
Location: Bangalore

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
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Electronics City, Hosur Road
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Infosys
Navigate your next

HRD/1001976621/21-22

June 30, 2021

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8/16 Ganapathy Iyer Lane North Andar Street Trichy 2
Tiruchirappalli-620002
India

Ph: +91-8608314718

Dear Rbanu,

Congratulations! We are delighted to make you an offer as **Operations Executive - Trainee** and your role is **Operations Executive** .

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **22-Jul-2021.**

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

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual 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.

Infosys
Navigate your next

Probation and Confirmation

You will be on probation for a period of 12 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 during probation. On 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.

Increments and Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

Transfer

Your services can be transferred to any of our units / departments situated anywhere in India or abroad. At such time compensation applicable to a specific location will be payable to you.

Agreement

Our offer to you as **Operations Executive** 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.

Infosys
Navigate your next

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 condemnation of delay in submission of the same will be at the Company's discretion.

Passport and Driving License

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining duty. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

Compensation and Benefits

Salary

Your Total Gross Salary will be INR **18,581** per month. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I.

In addition to your gross salary, you will receive an additional Personal Allowance of **INR 461** per month. This allowance will be paid to you during your probation period, on the condition that your base location remains Bangalore/Mysore/Mangalore/Hubli. This allowance will be discontinued in case of a change in your base location due to official or personal reasons or upon confirmation (whichever is earlier).

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 2021-22 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.

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.

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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 6,200,000** of which **INR 3,200,000** is covered towards natural death, and **INR 3,000,000** 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 200** . 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 month's 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.

Infosys
Navigate your next

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 an **Operations Executive** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2020-21. These eligibility criteria for the Role of an Operations Executive, has already been clearly communicated to you and your college during the selection process. You will 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 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.

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 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.

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.

Infosys
Navigate your next

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.

Your employment will be governed by the rules, regulations and policies of the Company.
The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.
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 full Name Location

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2021.06.30 16:43:47 IST
Reason: Digitally Signed
Location: Bangalore

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
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5.2.1. Average percentage of placement of outgoing students during the last five years

Infosys
Navigate your next

ANNEXURE - I
(Compensation)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	**Ms. Rbanu Priya**
ROLE	**Operations Executive**
ROLE DESIGNATION	**Operations Executive - Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	13,582
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,580
MONTHLY GROSS SALARY	**16,162**

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)	136

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,630
GRATUITY - 4.81% of Basic Salary*	653
FIXED GROSS SALARY (1+2+3)	**18,581**
TOTAL GROSS SALARY	**18,581**

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)	12000	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

Employee State Insurance ("ESI") may be applicable to employees as per the applicable statutory regulations. If ESI is applicable, the employee and the employer will contribute towards ESI as per the provisions of the ESI Act, 1948.

5.2.1. Average percentage of placement of outgoing students during the last five years

Infosys
Navigate your next

HRD/2T/1001984981/21-22 October 25, 2021

Mr. Sajith Ali
4/4, Muslim Street
Thammampatty
Salem-636113
India

Ph: +91-8760595882

Dear Sajith,

Welcome to Infosys!

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

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

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

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2021.10.26 14:52:21 IST
Reason: Digitally Signed
Location: Bangalore

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
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5.2.1. Average percentage of placement of outgoing students during the last five years

Infosys
Navigate your next

HRD/1001984981/21-22 October 25, 2021

Mr. Sajith Ali
4/4, Muslim Street
Thammampatty
Salem-636113
India

Ph: +91-8760595882

Dear Sajith,

Congratulations! We are delighted to make you an offer as **Operations Executive - Trainee** and your role is **Operations Executive** .

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **11-Nov-2021.**

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

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual 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.

Infosys
Navigate your next

Probation and Confirmation

You will be on probation for a period of 12 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 during probation. On confirmation as a permanent employee you will be eligible for 20 working days of leave annually.

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Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

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Infosys
Navigate your next

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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.

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Infosys
Navigate your next

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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.

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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 an **Operations Executive** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2020-21. These eligibility criteria for the Role of an Operations Executive, has already been clearly communicated to you and your college during the selection process. You will 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 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.

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 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.

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.

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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.

Your employment will be governed by the rules, regulations and policies of the Company.
The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.
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 full Name Location

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2021.10.26 14:52:21 IST
Reason: Digitally Signed
Location: Bangalore

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

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

5.2.1. Average percentage of placement of outgoing students during the last five years

Infosys
Navigate your next

ANNEXURE - I
(Compensation)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	**Mr. Sajith Ali**
ROLE	**Operations Executive**
ROLE DESIGNATION	**Operations Executive - Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	13,582
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,580
MONTHLY GROSS SALARY	**16,162**

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)	136

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,630
GRATUITY - 4.81% of Basic Salary*	653
FIXED GROSS SALARY (1+2+3)	**18,581**
TOTAL GROSS SALARY	**18,581**

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)	12000	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

Employee State Insurance ("ESI") may be applicable to employees as per the applicable statutory regulations. If ESI is applicable, the employee and the employer will contribute towards ESI as per the provisions of the ESI Act, 1948.

5.2.1. Average percentage of placement of outgoing students during the last five years

Infosys®

July 29, 2021

HRD/2T/21-22/1001985023

Mr. Sarath Eswar P
Candidate ID: 1001985023
5A, Pitchai Street
Subramaniyapuram
Tiruchirappalli - 620020
Tamil Nadu
India
Ph: (91) 84286 28478

Dear Sarath Eswar,

SUB: LETTER OF INTENT TO HIRE

Congratulations! Further to your application for Employment with Infosys Limited ('Company') and the subsequent selection process, we are delighted to communicate to you our intent to make you an offer for the position of **Operations Executive** in Job Level 2 with the company. Your DoJ is **November 15, 2021** and you will receive the Letter of Appointment with all the elaborates soon.

This letter of intent would be superseded by a formal employment contract. The employment contract will detail out the scope, terms and conditions of your employment with the company, break up of your salary, proposed location of posting, date of joining etc.

Please be advised that our offer to you will be conditional upon you having successfully completed your graduation qualification and having completed all course requirements and examinations required for the award of the educational qualification mentioned by you in your application for employment with the Company. You are required to submit all marks sheets and other relevant documents (if any), on the day you join the Company. Further, you should have been declared as passed by the relevant examination authority. Please note that the determination of the adequacy or authenticity of all or any of the proofs and any condoning delay in submission of the same will be at the Company's absolute and sole discretion.

Should you meet the conditions of employment, your **Total Gross Salary** will be **INR 222972** per annum. The complete breakdown of the compensation and increment will be provided in the Letter of Appointment.

This is a letter of intent only. It is not intended to be, and shall not constitute in any way a binding or legal agreement, or impose any legal obligation or duty on either you or the Company. Should you have any questions regarding the above, please do not hesitate to write to us at offer_update@infosys.com.

Welcome to Infosys Ltd. We are confident you will be able to make a significant contribution to the success of Infosys Limited. We wish you a long, rewarding and fulfilling career and look forward to working with you.

Yours sincerely,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

5.2.1. Average percentage of placement of outgoing students during the last five years

Infosys
Navigate your next

HRD/2T/1001988311/21-22

July 5, 2021

Ms. Swetha jannet Arul Thas
17/3,Jayanagar,
Karumandapam,Trichy-620001
Tiruchirappalli-620001
India

Ph: +91-7708254291

Dear Swetha jannet,

Welcome to Infosys!

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

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

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

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2021.07.06 17:26:41 IST
Reason: Digitally Signed
Location: Bangalore

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

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

5.2.1. Average percentage of placement of outgoing students during the last five years

Infosys
Navigate your next

HRD/1001988311/21-22

July 5, 2021

Ms. Swetha jannet Arul Thas
17/3,Jayanagar,
Karumandapam,Trichy-620001
Tiruchirappalli-620001
India

Ph: +91-7708254291

Dear Swetha jannet,

Congratulations! We are delighted to make you an offer as **Operations Executive - Trainee** and your role is **Operations Executive** .

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **22-Jul-2021.**

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

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual 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.

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Probation and Confirmation

You will be on probation for a period of 12 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 during probation. On 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.

Increments and Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

Transfer

Your services can be transferred to any of our units / departments situated anywhere in India or abroad. At such time compensation applicable to a specific location will be payable to you.

Agreement

Our offer to you as **Operations Executive** 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.

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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 condemnation of delay in submission of the same will be at the Company's discretion.

Passport and Driving License

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining duty. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

Compensation and Benefits

Salary

Your Total Gross Salary will be INR **18,581** per month. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I.

In addition to your gross salary, you will receive an additional Personal Allowance of **INR 461** per month. This allowance will be paid to you during your probation period, on the condition that your base location remains Bangalore/Mysore/Mangalore/Hubli. This allowance will be discontinued in case of a change in your base location due to official or personal reasons or upon confirmation (whichever is earlier).

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 2021-22 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.

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.

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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 6,200,000** of which **INR 3,200,000** is covered towards natural death, and **INR 3,000,000** 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 200** . 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 month's 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.

Infosys
Navigate your next

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 an **Operations Executive** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2020-21. These eligibility criteria for the Role of an Operations Executive, has already been clearly communicated to you and your college during the selection process. You will 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 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.

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 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.

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.

Infosys
Navigate your next

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.

Your employment will be governed by the rules, regulations and policies of the Company.
The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.
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 full Name Location

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2021.07.06 17:26:41 IST
Reason: Digitally Signed
Location: Bangalore

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

5.2.1. Average percentage of placement of outgoing students during the last five years

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ANNEXURE - I
(Compensation)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	**Ms. Swetha jannet Arul Thas**
ROLE	**Operations Executive**
ROLE DESIGNATION	**Operations Executive - Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	13,582
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,580
MONTHLY GROSS SALARY	**16,162**

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)	136

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,630
GRATUITY - 4.81% of Basic Salary*	653
FIXED GROSS SALARY (1+2+3)	**18,581**
TOTAL GROSS SALARY	**18,581**

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)	12000	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

Employee State Insurance ("ESI") may be applicable to employees as per the applicable statutory regulations. If ESI is applicable, the employee and the employer will contribute towards ESI as per the provisions of the ESI Act, 1948.

5.2.1. Average percentage of placement of outgoing students during the last five years

Jamal Mohamed <placement@jmc.edu>

Fw: Infosys Campus Recruitment Program: List of students selected for a job offer

Jamal guidance Jamal <guidancejmc@yahoo.co.in> Thu, Apr 22, 2021 at 8:12 AM
To: Jamal Mohamed <placement@jmc.edu>

Co-Ordinator
Placement Cell
Jamal Mohamed College
Tiruchirappalli - 620 020
Mobile: 98431-15771

---- Forwarded message ----
From: Gautham Premkumar <gautham.premkumar@infosys.com>
To: jamal guidance jamal <guidancejmc@yahoo.co.in>
Cc: Ankith Menon <ankith.menon@infosys.com>
Sent: Wednesday, 21 April, 2021, 11:15:49 pm IST
Subject: Infosys Campus Recruitment Program: List of students selected for a job offer



Dear Professor Nirmal,

We are delighted to share the list of students from your institute who have successfully cleared the interview round of Infosys Campus Recruitment Program 2020-21. Please refer to the attached excel sheet to see the list.

The results for students who participated in our campus recruitment program but their names are missing from the list will also be shared with you shortly.

Thank you partnering with us for Infosys Campus Recruitment Program this year.

We look forward to a long and successful partnership with you.

Warm regards,

Gautham Premkumar

Talent Acquisition

Infosys Limited

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5.2.1. Average percentage of placement of outgoing students during the last five years

jamal.xlsx
13K

5.2.1. Average percentage of placement of outgoing students during the last five years

Candidate Name	Candidate Email	Status	Event Name	College
DEVAKKUMAR PACKIARAJ	devakkumarp697@gmail.com	Reject	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Muthukumar M	muthumkr2807@gmail.com	Reject	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Bhuvaneshwar Suresh	starckbhuvi40@gmail.com	Offer	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Adhiba I	adhiba2001@gmail.com	Offer	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Shaheen Fathima	shaheen.anwar2001@gmail.com	Offer	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Ybanu Priya	banu4102000@gmail.com	Offer	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Sajith Ali	sajitha822001@gmail.com	Offer	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Sheik Ahamed Imthiyas	imthiyas8181@gmail.com	Reject	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Mohammed Nowfis	nowfisjm2000@gmail.com	Reject	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Swetha Jannet Arul Thas	swethajannets@gmail.com	Offer	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Mohamed Mubarak	mohamedmubarak786687@gmail.com	Offer	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
A Mohamed Rizwan	mohamedrizwan1201@gmail.com	Reject	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Nagunathan P	nathannathan42242@gmail.com	Reject	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Ashifa Parveen	meera8962@gmail.com	Offer	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Shahul Hameed	shahulsubuka@gmail.com	Reject	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Sarath Eswar P	p.saratheswar@gmail.com	Offer	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Abbas A	abbasakbar2605@gmail.com	Reject	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Fauzia Begum	nasiafauzia33@gmail.com	Offer	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Sait Kamaldeen	saitkamaldeen@gmail.com	Offer	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Rashik Farith	rashikraf20@gmail.com	Reject	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Uvais A	uvais2021@gmail.com	Reject	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Shifa Deen	shifafarook@gmail.com	Reject	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Pradeepa S	pradeepasundaram00@gmail.com	Offer	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Imthiyas Ahamed	imthiyasahamed2000@gmail.com	Offer	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Mohamed Nousath	mdnousath2000@gmail.com	Reject	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Nasarul Al Hassan S	nasarulhaqalhassan@gmail.com	Offer	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Muthu Mohamed	muthumohamed088@gmail.com	Reject	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Aafrin Banu	banuafrin1@gmail.com	Offer	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Ameer I	ashiyameer1@gmail.com	Reject	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)
Shanmuga priya U	priyapradhiraj@gmail.com	Reject	NEO Campus Recruitment 2020- TN	Jamal Mohamed College (Autonomous)

5.2.1. Average percentage of placement of outgoing students during the last five years

i-Process Services (India) Pvt. Ltd.

Corporate Office :
Plot No : 313, Udyog Vihar Phase-IV, Gurugram, Haryana-122015
Ph. 0124-4763400

Date : 09-Nov-2021
RRF.No : iprocess15156

To

ROHITH KANNA S,
S. Sampath kumar-42/1,Karumariamman kovil, Anna Nagar,
Trichy Tamil Nadu
620001 India

Letter of Offer

Dear **ROHITH KANNA S,**

With reference to your interview and online documentations submitted for seeking employment with the organization, we are pleased to offer you the post of **SR. EXECUTIVE** at **GRADE-8** with **i-Process Services (India) Private Limited.**

Your total emoluments shall be as per Annexure attached hereto and your date of joining shall be **11-Nov-2021**

You will report at our following client work location:

ICICI Bank Limited, ICICI BANK LTD NO-86 GP RAJA TOWERS 1ST FLOOR MADURAI ROAD TRICHY 620008 TAMIL NADU

A detailed letter of appointment shall be issued to you upon your joining subject to verification of your references and other details provided by you. This letter of offer is issued to you based on the representations made by you and this offer of appointment / subsequent appointment is subject to:

- Satisfactory results of verifications and reference checks to be carried out by us. In case the Company considers that your verification / reference checks are not up to the desired level, the letter of offer / subsequent appointment letter shall automatically stands withdrawn and, even if you have joined duty, your services shall be terminated with immediate effect without any compensation notice or salary in lieu thereof.
- If you fail to join on the date specified hereinabove, **the offer shall stand withdrawn.**

You are requested to give your acceptance online to this offer letter accordingly.

For i-Process Services (India) Private Limited

Authorized Signatory

Regd. Office : Unit No. 602, 6th Floor, "Centre Point", Andheri Kurla Road, J.B. Nagar, Andheri (East) Mumbai-400059
CIN No.: U72900MH2005PTC152504 • Mail Id : contact@iprocess.in

5.2.1. Average percentage of placement of outgoing students during the last five years

i-Process Services (India) Pvt. Ltd.

Corporate Office :
Plot No : 313, Udyog Vihar Phase-IV, Gurugram, Haryana-122015
Ph. 0124-4763400

Name of the Employee	ROHITH KANNA S
Date of Joining	11-Nov-2021
Designation	SR. EXECUTIVE
Grade	GRADE-8
Location	Coimbatore

Pay Component	Monthly Amount	Annual Amount
Fixed CTC		
Gross Salary	12850	154200
Basic	8000	96000
HRA	500	6000
Conveyance Allowance	800	9600
Medical Allowance	750	9000
Supplementary Allowance	2800	33600
Retiral Other Benefits	2285	27420
Employer PF	1482	17784
Employer ESI	418	5016
Gratuity	385	4620
Total Fixed CTC	15135	181620

Regd. Office : Unit No. 602, 6th Floor, "Centre Point", Andheri Kurla Road, J.B. Nagar, Andheri (East) Mumbai-400059
CIN No.: U72900MH2005PTC152504 • Mail Id : contact@iprocess.in

5.2.1. Average percentage of placement of outgoing students during the last five years

i process

i-Process Services (India) Pvt. Ltd.

Corporate Office :
Plot No : 313, Udyog Vihar Phase-IV, Gurugram, Haryana-122015
Ph. 0124-4763400

Date : 09-Nov-2021
RRF.No : iprocess15156

JOINING SLIP

Name	: ROHITH KANNA S
Date Of Birth	: 14-Feb-2001
FATHER'S NAME	: SAMPATHKUMAR
PRESENT ADDRESS	:S. Sampath kumar-42/1,Karumariamman kovil, Anna Nagar,@Trichy Tamil Nadu 620001 India
MOBILE NO	: +91-9384765411
JOINING DATE	: 11-Nov-2021
LOCATION	: Coimbatore
OFFICIAL REPORTING ADDRESS	: ICICI BANK LTD NO-86 GP RAJA TOWERS 1ST FLOOR MADURAI ROAD TRICHY 620008 TAMIL NADU

For i-Process Services (India) Private Limited

Authorized Signatory

Regd. Office : Unit No. 602, 6th Floor, "Centre Point", Andheri Kurla Road, J.B. Nagar, Andheri (East) Mumbai-400059
CIN No.: U72900MH2005PTC152504 • Mail Id : contact@iprocess.in

5.2.1. Average percentage of placement of outgoing students during the last five years

JAMAL MOHAMED COLLEGE

Payslip for the Month of September,2021

P.O Box No-606, 7, Race Course Road,,Khajanagar,Tiruchirappalli,Tamil Nadu,India,620020

Employee Name	Mathavi C	Employee Id	JMCMT05193
Department	FASHION TECHNOLOGY AND COSTUME DESIGNING	Designation	ASSISTANT PROFESSOR
		Date Of Join	01/08/2021
ESI/Insurance No	-	PF Number	-
PF UAN No	-	PAN Number	-
Bank Name	-	Bank Account No	-
Paid Leave	0	Unpaid Leave	3(LOP : 3WO)
Days Worked	27	Date Of Relieving	-

EARNINGS	AMOUNT(₹)	DEDUCTIONS	AMOUNT(₹)
Basic Pay	3800.00	ASSOCIATION	100.00
Medical Allowance	100.00		
Special Allowances	1530.00		
DA	950.00		
HRA	1520.00		
CCA	1600.00		
Total Earnings	9500.00	Total Deductions	100.00
Outstanding Amount	0.00	Netpay	9400.00
Netpay In Words : ₹ Nine Thousand Four Hundred Only			

PERKS/ OTHER INCOME/ EXEMPTIONS/ REBATE	AMOUNT(₹)	FORM16 SUMMARY	AMOUNT(₹)
Exemptions U/S 10	0.00	A. Gross Salary	66000.00
Aggregate of Chapter VI	0.00	B. Perks	0.00
Perks	0.00	C. Exemptions U/S 10	0.00
SEC 10 EXEMPTION	**AMOUNT(₹)**	D. Balance (A+B-C)	66000.00
HRA	0.00	E. Deductions U/S 16	50000.00
		F. Income under Head Salary (D-E)	16000.00
		G. Income U/S 24	0.00
		H. Gross Total Income (F+G)	16000.00
		I. Aggregate of Chapter VI	0.00
		J. Other Exemptions	0.00
		K. Pre-Tax Deduction	0.00
		L. Total Income (H-I+J+K)	16000.00
		M. Tax on Total Income	0.00
		N. Tax deducted so far	0.00
		O. Balance Tax Deductible (M-N)	0.00

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5.2.1. Average percentage of placement of outgoing students during the last five years

JAMAL MOHAMED COLLEGE

Payslip for the Month of September,2021

P.O.Box No:606, 7, Race Course Road,,Khajamagar,Tiruchirappalli,Tamil Nadu,India,620020

Employee Name	Harinima K	**Employee Id**	JMCMTS5193
Department	FASHION TECHNOLOGY AND COSTUME DESIGNING	**Designation**	ASSISTANT PROFESSOR
		Date Of Join	29/09/2021
ESI/Insurance No	-	**PF Number**	-
PF UAN No	-	**PAN Number**	AOTPH5856R
Bank Name	-	**Bank Account No**	-
Paid Leave	0	**Unpaid Leave**	3(LOP - 2/0)
Days Worked	27	**Date Of Relieving**	-

EARNINGS	AMOUNT(₹)	DEDUCTIONS	AMOUNT(₹)
Basic Pay	3600.00	ASSOCIATION	100.00
Medical Allowance	100.00		
Special Allowances	1530.00		
DA	950.00		
HRA	1520.00		
CCA	1400.00		
Total Earnings	**9500.00**	**Total Deductions**	**100.00**
Outstanding Amount	**0.00**	**Netpay**	**9400.00**

Netpay in Words : ₹ Nine Thousand Four Hundred Only

PERKS/ OTHER INCOME/ EXEMPTIONS/ REBATE	AMOUNT(₹)
Exemptions U/S 10	0.00
Aggregate of Chapter VI	0.00
Perks	0.00
SEC 10 EXEMPTION	**AMOUNT(₹)**
HRA	0.00

FORM16 SUMMARY	AMOUNT(₹)
A. Gross Salary	66500.00
B. Perks	0.00
C. Exemptions U/S 10	0.00
D. Balance (A+B-C)	66500.00
E. Deductions U/S 16	50000.00
F. Income under Head Salary (D-E)	16500.00
G. Income U/S 24	0.00
H. Gross Total Income (F+G)	16500.00
I. Aggregate of Chapter VI	0.00
J. Other Exemptions	0.00
K. Pre-Tax Deduction	0.00
L. Total Income (H-(I+J+K))	16500.00
M. Tax on Total Income	0.00
N. Tax deducted so far	0.00
O. Balance Tax Deductible (M-N)	0.00

"This is system generated report, No signature is required".

5.2.1. Average percentage of placement of outgoing students during the last five years

JAMAL MOHAMED COLLEGE

Payslip for the Month of October,2021

P.O.Box No-808, 7, Race Course Road,Khajanagar,Tiruchirappalli,Tamil Nadu,India,620020

Employee Name	Nelofer M	Employee Id	JMCMTS5184
Department	NUTRITION & DIETETICS	Designation	ASSISTANT PROFESSOR
Date Of Join	09/08/2021	ESI/Insurance No	-
PF Number	-	PF UAN No	-
PAN Number	-	Bank Name	-
Bank Account No	-	Paid Leave	0
Unpaid Leave	0(LOP - 287)	Days Worked	21
Date Of Relieving	-		

EARNINGS	AMOUNT(₹)	DEDUCTIONS	AMOUNT(₹)
Basic Pay	3800.00	ASSOCIATION	100.00
Medical Allowance	100.00	BAITHULMAL	50.00
Special Allowances	1530.00		
DA	950.00		
HRA	1520.00		
CCA	1600.00		
Total Earnings	9500.00	Total Deductions	150.00
Outstanding Amount	0.00	Netpay	9350.00

Netpay In Words : ₹ Nine Thousand Three Hundred Fifty Only

PERKS/ OTHER INCOME/ EXEMPTIONS/ REBATE	AMOUNT(₹)
Exemptions U/S 10	0.00
Aggregate of Chapter VI	0.00
Perks	0.00

SEC 10 EXEMPTION	AMOUNT(₹)
HRA	0.00

FORM16 SUMMARY	AMOUNT(₹)
A. Gross Salary	65580.65
B. Perks	0.00
C. Exemptions U/S 10	0.00
D. Balance (A+B-C)	65580.65
E. Deductions U/S 16	50000.00
F. Income under Head Salary (D-E)	15580.65
G. Income U/S 24	0.00
H. Gross Total Income (F+G)	15580.65
I. Aggregate of Chapter VI	0.00
J. Other Exemptions	0.00
K. Pre-Tax Deduction	0.00
L. Total Income (H-(I+J+K))	15580.65
M. Tax on Total Income	0.00
N. Tax deducted so far	0.00
O. Balance Tax Deductible (M-N)	0.00

"This is system generated report. No signature is required".

5.2.1. Average percentage of placement of outgoing students during the last five years

JAMAL MOHAMED COLLEGE

Payslip for the Month of October,2021

P.O.Box No-808, 7, Race Course Road,,Khajanagar,Tiruchirappalli,Tamil Nadu,India,620020

Employee Name	Ashma Banu S	Employee Id	JMCMTS5185
Department	NUTRITION & DIETETICS	Designation	ASSISTANT PROFESSOR
Date Of Join	09/08/2021	ESI/Insurance No	-
PF Number	-	PF UAN No	-
PAN Number	-	Bank Name	-
Bank Account No	-	Paid Leave	0
Unpaid Leave	0(LOP - 290)	Days Worked	21
Date Of Relieving	-		

EARNINGS	AMOUNT(₹)	DEDUCTIONS	AMOUNT(₹)
Basic Pay	3800.00	ASSOCIATION	100.00
Medical Allowance	100.00	BAITHULMAL	50.00
Special Allowances	1530.00		
DA .	950.00		
HRA	1520.00		
CCA	1600.00		
Total Earnings	9500.00	Total Deductions	150.00
Outstanding Amount	0.00	Netpay	9350.00

Netpay In Words : ₹ Nine Thousand Three Hundred Fifty Only

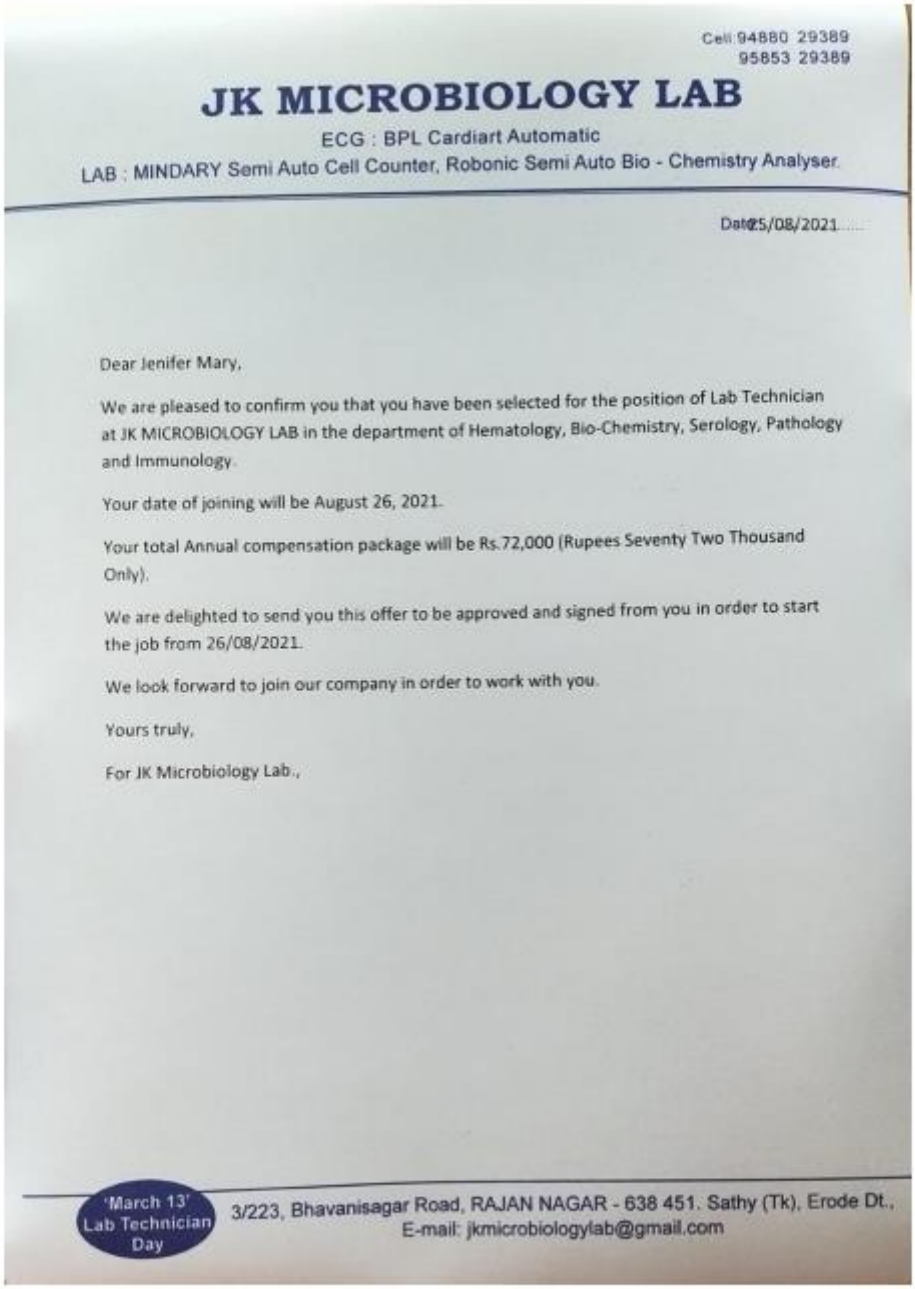
PERKS/ OTHER INCOME/ EXEMPTIONS/ REBATE	AMOUNT(₹)
Exemptions U/S 10	0.00
Aggregate of Chapter VI	0.00
Perks	0.00

SEC 10 EXEMPTION	AMOUNT(₹)
HRA	0.00

FORM16 SUMMARY	AMOUNT(₹)
A. Gross Salary	66500.00
B. Perks	0.00
C. Exemptions U/S 10	0.00
D. Balance (A+B-C)	66500.00
E. Deductions U/S 16	50000.00
F. Income under Head Salary (D-E)	16500.00
G. Income U/S 24	0.00
H. Gross Total Income (F+G)	16500.00
I. Aggregate of Chapter VI	0.00
J. Other Exemptions	0.00
K. Pre-Tax Deduction	0.00
L. Total Income (H-(I+J+K))	16500.00
M. Tax on Total Income	0.00
N. Tax deducted so far	0.00
O. Balance Tax Deductible (M-N)	0.00

"This is system generated report. No signature is required"

5.2.1. Average percentage of placement of outgoing students during the last five years



Cell:94880 29389
95853 29389

JK MICROBIOLOGY LAB

ECG : BPL Cardiart Automatic
LAB : MINDARY Semi Auto Cell Counter, Robonic Semi Auto Bio - Chemistry Analyser.

Date:25/08/2021

Dear Jenifer Mary,

We are pleased to confirm you that you have been selected for the position of Lab Technician at JK MICROBIOLOGY LAB in the department of Hematology, Bio-Chemistry, Serology, Pathology and Immunology.

Your date of joining will be August 26, 2021.

Your total Annual compensation package will be Rs.72,000 (Rupees Seventy Two Thousand Only).

We are delighted to send you this offer to be approved and signed from you in order to start the job from 26/08/2021.

We look forward to join our company in order to work with you.

Yours truly,

For JK Microbiology Lab.,

'March 13' Lab Technician Day

3/223, Bhavanisagar Road, RAJAN NAGAR - 638 451. Sathy (Tk), Erode Dt.,
E-mail: jkmicrobiologylab@gmail.com

5.2.1. Average percentage of placement of outgoing students during the last five years

JSR TRADERS

No. 6, PMS Complex, LIC Colony
K.K.Nagar, Trichy - 21.
Cell : 96556 65685
Email : jsrtraderstry@gmail.com
GSTIN : 33ANFPA8628J1Z1

Appointment Letter

January 29, 2021

Dear Mr. Abdul Raheem M

This is in reference to your Job application followed with the rounds of Interview had with us.

We are pleased to appoint you to the position of **Sales Executive** in our organization with **CTC 1,44,000/- p.a.**, and your role will be effect from **1st June 2021** on the following terms and conditions:

- You shall be on probation / training for one year from the date of commencement of your service which may be further extended at the discretion of the company. At the end of the probation / training period, if your services have been found satisfactory. Your appointment will be confirmed in writing by the organization. Notice period for either employer during probation will be a period of 30 days or salary in lieu of.
- Notice period from either employee or company after confirmation of employment will be a period of 45 days or salary on lieu of. In the cases, probation/training or confirmed employee, company reserves the right to your emplacement till alterative person is employed.
- Your employment is for Company Name JSR Traders, Tiruchirappalli but the company may, at any time, at its sole discretion, transfer you to any other department or location, as deemed necessary by requirement.
- You will be subject to the Company's rules and regulations for the time being in force and as amended from time to time.
- During the period of your employment, you shall not engage yourself directly or indirectly, with or without remuneration, for any other employment without written permission from the company.

JSR TRADERS No:6 PMS COMPLEX LIC COLONY TRICHY-21

Scanned with CamScanner

5.2.1. Average percentage of placement of outgoing students during the last five years

JSR TRADERS

No. 6, PMS Complex, LIC Colony
K.K.Nagar, Trichy - 21.
Cell : 96556 65685
Email : jsrtraderstry@gmail.com
GSTIN : 33ANFPA8628J1Z1

Appointment Letter

January 29, 2021

Dear Mr. Mohamed Azarudeen A

This is in reference to your Job application followed with the rounds of Interview had with us.

We are pleased to appoint you to the position of **Sales Executive** in our organization with **CTC 1,44,000/- p.a.**, and your role will be effect from **1st June 2021** on the following terms and conditions:

- You shall be on probation / training for one year from the date of commencement of your service which may be further extended at the discretion of the company. At the end of the probation / training period, if your services have been found satisfactory. Your appointment will be confirmed in writing by the organization. Notice period for either employer during probation will be a period of 30 days or salary in lieu of.
- Notice period from either employee or company after confirmation of employment will be a period of 45 days or salary on lieu of. In the cases, probation/training or confirmed employee, company reserves the right to your emplacement till alterative person is employed.
- Your employment is for Company Name JSR Traders, Tiruchirappalli but the company may, at any time, at its sole discretion, transfer you to any other department or location, as deemed necessary by requirement.
- You will be subject to the Company's rules and regulations for the time being in force and as amended from time to time.
- During the period of your employment, you shall not engage yourself directly or indirectly, with or without remuneration, for any other employment without written permission from the company.

JSR TRADERS No:6 PMS COMPLEX LIC COLONY TRICHY-21

Scanned with CamScanner

5.2.1. Average percentage of placement of outgoing students during the last five years

JSR TRADERS

No. 6, PMS Complex, LIC Colony
K.K.Nagar, Trichy - 21.
Cell : 96556 65685
Email : jsrtraderstry@gmail.com
GSTIN : 33ANFPA8628J1Z1

Appointment Letter

January 29, 2021

Dear Mr. Salam Khan M

This is in reference to your Job application followed with the rounds of Interview had with us.

We are pleased to appoint you to the position of **Sales Executive** in our organization with **CTC 1,44,000/- p.a.**, and your role will be effect from **1st June 2021** on the following terms and conditions:

- You shall be on probation / training for one year from the date of commencement of your service which may be further extended at the discretion of the company. At the end of the probation / training period, if your services have been found satisfactory. Your appointment will be confirmed in writing by the organization. Notice period for either employer during probation will be a period of 30 days or salary in lieu of.
- Notice period from either employee or company after confirmation of employment will be a period of 45 days or salary on lieu of. In the cases, probation/training or confirmed employee, company reserves the right to your emplacement till alterative person is employed.
- Your employment is for Company Name JSR Traders, Tiruchirappalli but the company may, at any time, at its sole discretion, transfer you to any other department or location, as deemed necessary by requirement.
- You will be subject to the Company's rules and regulations for the time being in force and as amended from time to time.
- During the period of your employment, you shall not engage yourself directly or indirectly, with or without remuneration, for any other employment without written permission from the company.

JSR TRADERS No:6 PMS COMPLEX LIC COLONY TRICHY-21

Scanned with CamScanner

5.2.1. Average percentage of placement of outgoing students during the last five years

JSR TRADERS

No. 6, PMS Complex, LIC Colony
K.K.Nagar, Trichy - 21.
Cell : 96556 65685
Email : jsrtraderstry@gmail.com
GSTIN : 33ANFPA8628J1Z1

Appointment Letter

January 29, 2021

Dear Mr. Vijay P

This is in reference to your Job application followed with the rounds of Interview had with us.

We are pleased to appoint you to the position of **Accountant** in our organization with **CTC 1,20,000/- p.a.**, and your role will be effect from **1st June 2021** on the following terms and conditions:

- You shall be on probation / training for one year from the date of commencement of your service which may be further extended at the discretion of the company. At the end of the probation / training period, if your services have been found satisfactory. Your appointment will be confirmed in writing by the organization. Notice period for either employer during probation will be a period of 30 days or salary in lieu of.
- Notice period from either employee or company after confirmation of employment will be a period of 45 days or salary on lieu of. In the cases, probation/training or confirmed employee, company reserves the right to your emplacement till alterative person is employed.
- Your employment is for JSR Traders, Tiruchirappalli but the company may, at any time, at its sole discretion, transfer you to any other department or location, as deemed necessary by requirement.
- You will be subject to the Company's rules and regulations for the time being in force and as amended from time to time.
- During the period of your employment, you shall not engage yourself directly or indirectly, with or without remuneration, for any other employment without written permission from the company.

JSR TRADERS No:6 PMS COMPLEX LIC COLONY TRICHY-21

Scanned with CamScanner

5.2.1. Average percentage of placement of outgoing students during the last five years

JUBILANT FOODWORKS

Oct 20, 2021

Mr. MohamedRafiq A

Subject: Flexi Timer Engagement Onboarding Letter

Dear **MohamedRafiq A**,

This is in reference to your application and the subsequent interview with us. We are pleased to engage you as you as **Guest Delight Associate** under grade - **FlexiA0** under **Flexi Working Program**

You will be placed at **66725_Cantonment Road Trichy Tamil Nadu**
With effect from **October 20, 2021**

Your Flexi-Time engagement shall be subject to the following terms & conditions:

1. The total earnings for the month will be calculated on the basis of the total number of hours worked during the month.
2. The company reserves the right to transfer you in any capacity to any other department, branch, establishment or unit of the organization or any other subsidiary, associate company or establishment, whether existing or acquired later, of the same promoters or under the same management anywhere in India or abroad. You may also be seconded in any such capacity and for tenure that the Management may determine to any other Organization in any such case; you will be governed by the service conditions applicable to the new unit.
3. You will be provided with the company's uniform, which shall be maintained by you in proper condition. On termination of your employment, you are required to immediately deposit the uniform with your reporting manager, failing which cost of uniform will be recovered with your full & final settlement.
4. You will not use the Company provided uniform or any other object carrying the company logo, for any purpose other than for representation of the company during or after the duty hours.
5. You will be entitled to statutory benefits of Provident fund, ESI etc. as per the company rules prevalent from time to time. You will also be eligible for other beneficiary schemes as per the company policy in force at that time.
6. You will adhere and comply with the safety and hygiene norms set by the Company from time to time.
7. During the tenure of your service with the Company or thereafter, you will not divulge to any person nor make public nor use for any purpose except for discharge of your official duties, any information about the operations, plans, research, know-how, processes, administration or affairs of the Company.
8. You will be required to apply and maintain the highest standards of personal conduct and integrity and comply with all company policies and procedures. Any intentional violation of these or any other company procedures may result in termination of your employment with the company.
9. It is the policy of the company to train all its employees in all areas of operation thereby giving them opportunity for further growth within the organization. You will therefore be assigned work in areas other than that of your functional area so that you have opportunity for on the job exposure and training in other areas of operation as well and you are groom to undertake higher

5.2.1. Average percentage of placement of outgoing students during the last five years

JUBILANT FOODWORKS

responsibilities. Refusal to perform a work assigned to you in terms of this clause would amount to gross misconduct for which appropriate action may be initiated as per the company policy.

10. It is clearly understood and agreed by you that this Flexi Time employment shall not vest you with any right to seek absorption in the regular employment of the company. Company does not guarantee any minimum hours of work and the hourly rates can be changed from time to time.

11. This Flexi Time employment shall be liable to be terminated by either of the parties, at any time without any notice or assigning any reason thereof.

12. Your appointment and continuation in service is subject to your medical fitness certified by a Registered Medical Officer.

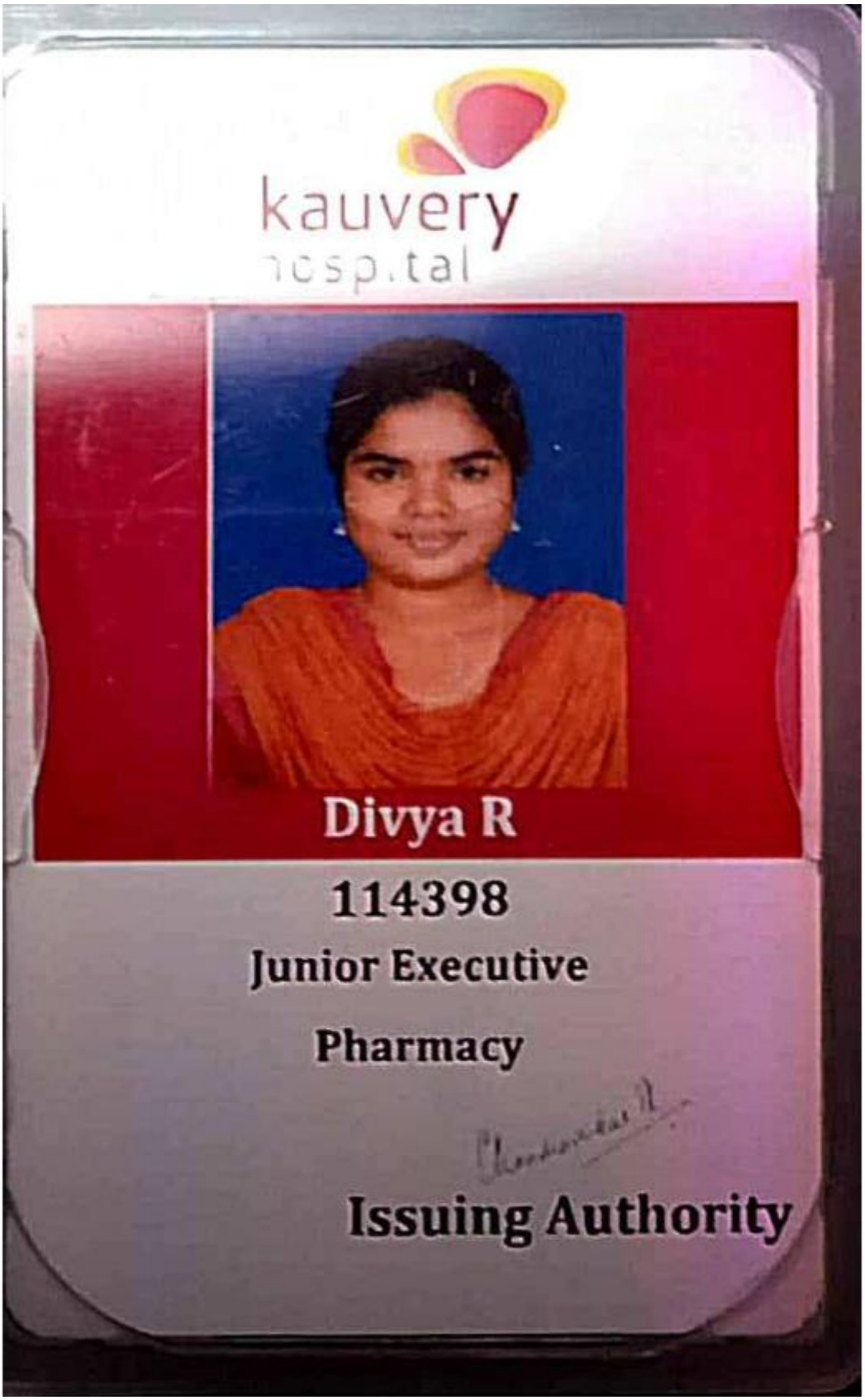
13. Upon separation from the company on account of either resignation or termination, you need to return to the company all the assets and property of the company including documents, company provided uniforms, files, books, papers and memos in your possession or custody failing which, appropriate recovery will be done with your full & final settlement.

For all other matters not covered in this letter, you will be governed by the company policies

The Management reserves the right to modify any clause of this letter in the mutual interest of the employee and the business. In such cases, you will be informed accordingly.

This is a system generated letter and does not require a signature.

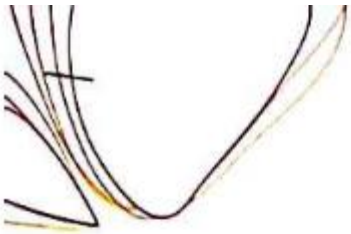
5.2.1. Average percentage of placement of outgoing students during the last five years



5.2.1. Average percentage of placement of outgoing students during the last five years



5.2.1. Average percentage of placement of outgoing students during the last five years



kauvery hospital

31st August, 2021

Name: Ms. Pavithra
Ecode: 114606
Designation: Junior Dietitian
Department: Clinical Support

Dear Ms. Pavithra,

Sub: Compensation Revision 2020 – 2021

We wish to place on record our sincere appreciation for your contribution towards the success of our organization.

Based on your performance and contribution to the organization, the Management is pleased to inform you that your monthly compensation has been revised from Gross Salary: Rs. 9,953/- (Annual CTC: Rs. 146,568/-) To Gross Salary : Rs. 10,600/- (Annual CTC: Rs. 155,580/-) with effect from August 2021 payroll. The revised compensation breakup is attached as "Annexure A".

Your next appraisal cycle will be from 1st August 2021 to 31st July 2022 and hence due on 1st August, 2022.

We are confident that you will continue to excel in your performance with the same level of enthusiasm and enterprise, which you had exhibited so far.

We look forward to your continued best efforts for a mutually beneficial and rewarding association with us.

Your salary details are strictly private and confidential. Details in this letter must not be disclosed and discussed with others. Along with this letter, we have attached an "Annexure – B", for "Acceptable Use of Organizational Assets". You are required to sign a copy of the same (This will confirm that you have noted and accepted to adhere to all clauses mentioned in the Annexure B), along with your appraisal letter copy and return both the letter copies to your respective HR department for records.

Wishing you the very best !

For Kauvery Group of Hospitals,

Chandrashekar T.K
Vice President & Head – Human Resources

Registered Office
Sri Kauvery Medical Care (India) Limited
(Formerly known as Sri Kavery Medical Care (Trichy) Limited.)
New No. 17A, Old No. 8A, Murray's Gate Road, Alwarpet, Chennai - 600 018
CIN : U85110TN1997PLC039491 P: 044 - 6173 4700
E : companysecretary@kauveryhealthcare.com W: www.kauveryhospital.com

5.2.1. Average percentage of placement of outgoing students during the last five years



KHOSH SOLUTIONS

The HR team,

Khosh Solutions,

Crawford, Trichy - 620012.

Subject: Acknowledgement Letter for Receiving System

Dear Sir,

It is to inform you that I acknowledge the receiving system of your company. The contents of the system have been checked. All the products are passed from the session of checking and no defects have been found. So that when I am joining the office after the Work From Home situation, I assure that I return the system in the same way without any defects and malfunction. If any defects were found while returning, I bear the cost of repairs and replacements.

The contents of the system are Monitor, CPU, Keyboard and Mouse. Under signatory is grateful for your punctuality.

I'm submitting my one of the educational certificates, only for the sake of my computers. Not for my employment. There is no bond or agreements for the certificate submission. I've been assured that I'll get my submitted certificates, once at the time of returning our company property. **Submitted Certificate** College mark Sheet

Warm Regards,

Name: **Kamala Devi G**

Emp.ID: **KS_036**

Signature G.Kamala.

Designation: **Title Analyst**

Date: 08/08/2021

KHOSH SOLUTIONS TIRUCHIRAPPALLI-17

5.2.1. Average percentage of placement of outgoing students during the last five years

KILAKARAI الكليـــة العربيـــة البخاريـــة
Bukhari Aalim Arabic College
Sponsored by : All India Islamic Foundation

Crescent Campus,
Vandalur, Chennai - 600 048, India.
Phone : +91-44-22751282, 22751280
E-mail : bukhariarabic@gmail.com
dean-sis@crescent.education

18.09.2021

K.B.A.C/ A.O.No: 001..... 2021 -22

Sub: Establishment – Arabic College – Computer Trainer Cum Ass. Appointment – Reg.

Mr. DHAMIM ANZAR. S is appointed as **Computer Trainer Cum Assistant** in Kilakarai Bukhari Aalim Arabic College, Vandalur, Chennai – 48 on a consolidated pay of Rs. 17500 per month (Seventeen thousand and five hundred) with effect from 1st September 2021

He will be governed by the rules and regulations of the college in force or that may be altered from time to time. He will be on probation for a period of one year.

As a token of acceptance, he is required to sign and return the duplicate copy of the order.

For Kilakarai Bukhari Aalim Arabic College

VNA.
General Manager
All India Islamic Foundation

To

Mr. Dhamim Anzar. S
3/120, Mosque Street
Salaigramam- 630 710, Ilayangudi (T.K)

5.2.1. Average percentage of placement of outgoing students during the last five years

KIRND Institute of Research and Development Pvt. Ltd.
B2, GV complex, NMK colony, Trichy-620020, TamilNadu, India.
Website: www.Kirnd.com, Email: kalamrnd@gmail.com
Cell: +91 90921 58480 / +91 7639 10582 /+91 6369813725
CIN: U72200TN2015PTC102765

Date: 30.09.2021

30th September 2021

E. Nivethitha
No.99 Moras garden, Kottapatty,
Ponmalai(po), Tiruchirappalli-62004

Dear E. Nivethitha
Sub: Letter of Appointment

We are pleased to offer you, the position of Technical Assistant with KIRND Institute of Research and Development Pvt. Ltd. on the following terms and conditions:

01. Your employment will be effective, as of 1st October 2021.

02. Your place of appointment is at Tiruchirappalli and you will report for duty on 1st October 2021 at 9.30 am.

03. You will be entitled to a CTC of Rs.10000 (Ten thousand only) per month till the confirmation, which could be subject to revision periodically on the basis of your performance.

04. The normal working hours are from 8.30 am to 5.00 pm and you are expected to work for additional hours depending on your responsibilities if necessary.

05. Depending on your performance and the Laboratory's requirement your employment can be extended on completion of 6 months.

Thanking you

Dr. C. Karthikeyan
Director

5.2.1. Average percentage of placement of outgoing students during the last five years

KIRND Institute of Research and Development Pvt. Ltd.
B2, GV complex, NMK colony, Trichy-620020, TamilNadu, India.
Website: www.Kirnd.com, Email: kalamrnd@gmail.com
Cell: +91 90922 56480 / +91 76391 19582/+91 6369813725
CIN: U73200TN2015PTC102765

Date: 1.12.2021

1st December 2021

P. Subhaashini
No.27, 3rd Street, Mookambigai nagar,
Melakalkandar kottai, Tiruchirappalli-11

Dear P. Subhaashini
Sub: Letter of Appoinment

We are pleased to offer you, the position of Project assistant with KIRND Institute of Research and Development Pvt. Ltd. on the following terms and conditions:

01. Your employment will be effective, as of 1st December 2021.

02. Your place of appointment is at Tiruchirappalli and you will report for duty on 1st December 2021 at 08.30 am.

03. You will be entitled to a CTC of Rs.12000 (Twelve thousand only) per month till the confirmation, which could be subject to revision periodically on the basis of your performance.

04. The normal working hours are from 8.30 am to 5.00 pm and you are expected to work for additional hours depending on your responsibilities if necessary.

05. Depending on your performance and the Laboratory's requirement your employment can be extended on completion of 6 months.

Thanking you,

Dr. C. Karthikeyan
Director

5.2.1. Average percentage of placement of outgoing students during the last five years

KIRND Institute of Research and Development Pvt. Ltd.
B2, GV complex, NMK colony, Trichy-620020, TamilNadu, India.
Website: www.Kirnd.com, Email: kalammd@gmail.com
Cell: +91 90922 58480 / +91 76391 19581/+91 63698 13723
CIN: U73100TN2015PTC102765

Date: 31.10.2021

31st October 2021

Tamanna shafi
No-85 Tanjore road, Mosque street, Tiruchirappalli- 620 008

Dear Tamanna shafi
Sub: Letter of Appointment

We are pleased to offer you, the position of Project assistant with KIRND Institute of Research and Development Pvt. Ltd. on the following terms and conditions:

01. Your employment will be effective, as of 1st November 2021.

02. Your place of appointment is at Tiruchirappalli and you will report for duty on 1st November 2021 at 08.30 A.M.

03. You will be entitled to a CTC of Rs.12000 (Twelve thousand only) per month till the confirmation, which could be subject to revision periodically on the basis of your performance.

04. The normal working hours are from 8.30 to 5.00 and you are expected to work for additional hours depending on your responsibilities if necessary.

05. Depending on your performance and the Laboratory's requirement your employment can be extended on completion of 6 months.

Thanking you,

Dr. C. Karthikeyan
Director

5.2.1. Average percentage of placement of outgoing students during the last five years

KIRND Institute of Research and Development Pvt. Ltd.
B2, GV complex, NMK colony, Trichy-620020, Tamil Nadu, India.
Website: www.Kimd.com, Email: kalammd@gmail.com
Cell: +91 90922 56480 / +91 76391 19382/+91 6369813725
CIN: U73200TN2015PTC102765

Date: 10.10.2021

10th October 2021

K. Karthiga
4/128 Mela Street, Vengadachalapuram,
Tiruchirappalli (dt), Lalgudi (tk) 621 711

Dear K. Karthiga
Sub: Letter of Appointment

We are pleased to offer you, the position of Lab Assistant with KIRND Institute of Research and Development Pvt. Ltd. on the following terms and conditions:

01. Your employment will be effective, as of 15th October 2021.

02. Your place of appointment is at Tiruchirappalli and you will report for duty on 15th October 2021 at 9.00 am.

03. You will be entitled to a CTC of Rs.10,000 (Ten thousand only) per month till the confirmation, which could be subject to revision periodically on the basis of your performance.

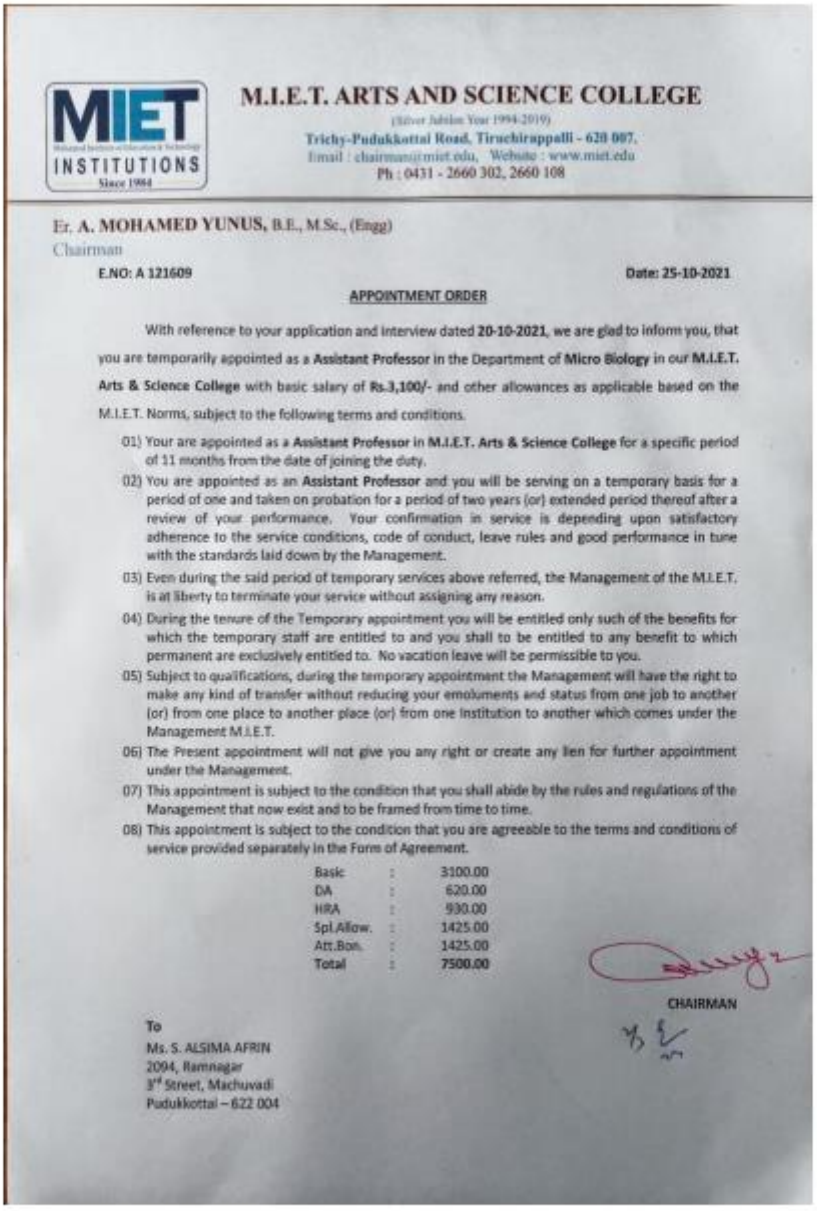
04. The normal working hours are from 8.30 am to 5.00 pm and you are expected to work for additional hours depending on your responsibilities if necessary.

05. Depending on your performance and the Laboratory's requirement your employment can be extended on completion of 6 months.

Thanking you

Dr. C. Karthikeyan
Director

5.2.1. Average percentage of placement of outgoing students during the last five years



M.I.E.T. ARTS AND SCIENCE COLLEGE
(Silver Jubilee Year 1994-2019)
Trichy-Pudukkottai Road, Tiruchirappalli - 620 007.
Email : chairman@miet.edu, Website : www.miet.edu
Ph : 0431 - 2660 302, 2660 108

Er. A. MOHAMED YUNUS, B.E., M.Sc., (Engg)
Chairman

E.NO: A 121609 Date: 25-10-2021

APPOINTMENT ORDER

With reference to your application and interview dated **20-10-2021**, we are glad to inform you, that you are temporarily appointed as a **Assistant Professor** in the Department of **Micro Biology** in our **M.I.E.T. Arts & Science College** with basic salary of **Rs.3,100/-** and other allowances as applicable based on the M.I.E.T. Norms, subject to the following terms and conditions.

01) Your are appointed as a **Assistant Professor** in **M.I.E.T. Arts & Science College** for a specific period of 11 months from the date of joining the duty.
02) You are appointed as an **Assistant Professor** and you will be serving on a temporary basis for a period of one and taken on probation for a period of two years (or) extended period thereof after a review of your performance. Your confirmation in service is depending upon satisfactory adherence to the service conditions, code of conduct, leave rules and good performance in tune with the standards laid down by the Management.
03) Even during the said period of temporary services above referred, the Management of the M.I.E.T. is at liberty to terminate your service without assigning any reason.
04) During the tenure of the Temporary appointment you will be entitled only such of the benefits for which the temporary staff are entitled to and you shall to be entitled to any benefit to which permanent are exclusively entitled to. No vacation leave will be permissible to you.
05) Subject to qualifications, during the temporary appointment the Management will have the right to make any kind of transfer without reducing your emoluments and status from one job to another (or) from one place to another place (or) from one Institution to another which comes under the Management M.I.E.T.
06) The Present appointment will not give you any right or create any lien for further appointment under the Management.
07) This appointment is subject to the condition that you shall abide by the rules and regulations of the Management that now exist and to be framed from time to time.
08) This appointment is subject to the condition that you are agreeable to the terms and conditions of service provided separately in the Form of Agreement.

Basic	:	3100.00
DA	:	620.00
HRA	:	930.00
Spl.Allow.	:	1425.00
Att.Bon.	:	1425.00
Total	:	7500.00

CHAIRMAN

To
Ms. S. ALSIMA AFRIN
2094, Ramnagar
3rd Street, Machuvadi
Pudukkottai – 622 004

5.2.1. Average percentage of placement of outgoing students during the last five years

Makkal Microbiology Lab
A2 -complex, Kamaraj colony, Thanjavur- 613001, Tamil Nadu, India.
Cell: +91 6369813701

Date: 18.09.2021

18th September 2021

R. Rebeka fancy
C-30, Viswas Nagar, Karumandapam, Trichy 1

Dear R. Rebeka fancy
Sub: Letter of Appointment

We are pleased to offer you, the position of Lab assistant on the following terms and conditions:

01. Your employment will be effective, as of 20th September 2021.

02. Your Salary is Rs.11,500 (Eleven thousand five hundred only).

03. Your working hours is Monday to Saturday working (9.00 am to 6.00 pm)

04. Depending on your performance and the Laboratory's requirement your employment can be extended on completion of 6 months.

Yours truly
For Makkal Microbiology Lab

5.2.1. Average percentage of placement of outgoing students during the last five years



5.2.1. Average percentage of placement of outgoing students during the last five years

meenakshi HOSPITAL

APPOINTMENT ORDER

Date: 21.07.2021

To,
Ms. C. Keerthana,
No.4B, Ranirenganachiyar street,
Sivagangai Bustand,
Sivagangai - 630561

Dear madam,

The Management is pleased to appoint you as Dietitian in the department of Nutrition & Dietetics with a monthly salary of Rs.9,000/- (Rupees Nine Thousand Only).

You will be governed by rules and regulations of the institution as are in force now as will be introduced or modified by the management in future.

You will be entitled to leave facilities as per the hospital rules as applicable from time to time.

You will have to give one month notice before leaving the service of the institution.

We welcome you to the family of Meenakshi Hospital and wish you a happy and prosperous career with us in at the years to come.

Thanking You,

For Meenakshi Hospital,
Manager - HR

MEENAKSHI HOSPITAL TANJORE

5.2.1. Average percentage of placement of outgoing students during the last five years

Modern™ Molecular Diagnostics
30/6 C1, First floor, Deen Plaza,SBI Road
Mayiladuthurai-609001

To,
The principal,
Jamal Mohamed college,
Tiruchirappalli.

Sub: Bonafide certificate of Mukesh Rajkumar

Dear Professor,

I hereby affirm Master of Science, **Mukesh Rajkumar** (DOB:03/06/1998) is currently a Junior scientist at Modern Molecular Laboratory, an ISO15189:2012 standard Laboratory(on Progress) at Mayiladuthurai, he is also a **"Roche Certified" ,RT-PCR** expert & currently employed full time and his efforts towards organization is highly appreciated and I endorse him as an integral core team member of Modern Molecular Diagnostics.

Sincerely,

C. Deepak,

Modern Molecular Diagnostics
MODERN MOLECULAR DIAGNOSTICS,
Door No. 30/6 C1, First floor, Deen plaza
SBI Road, Mayiladuthurai-609 001

5.2.1. Average percentage of placement of outgoing students during the last five years

Modern Molecular Diagnostics
30/6C1 First floor,Deen plaza
SBI Road, mayiladuthurai- 609001

01.09.2021

M.R. MUKESH,
49C Mayilamman nagar,
Chettikulam lane,
Mayiladuthurai-609001

Subject: Appointment for post of Lab Technologist

Dear Master of Science M.R. MUKESH,

We are pleased to offer you, the position of Lab Technologist with Modern Molecular Diagnostics on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01.09.2021

2. Job title

Your job title will be Lab Technologist, and you will report to Deepak, Lab Director, Modern Molecular Diagnostics.

3. Salary

Your salary and other benefits will be **INR 12000/-** and a relevant Health insurance will be provided with in 30 days of receiving and signing this offer letter.

4. Place of posting

You will be posted at Mayiladuthurai. You may however be required to work at any place of business which the Company has, or may later acquire.

5. Hours of Work

The normal working days are Monday through Sunday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company. The normal working hours are from 11 am to 8 pm and you are expected to work not less than 40 hours each week, and if necessary, for additional hours depending on your responsibilities.

6. Leave/Holidays

Modern Molecular Diagnostics
30/6C1 First floor,Deen plaza
SBI Road, mayiladuthurai- 609001

6.1 You are entitled to casual leave of 12 days.

6.2 You are entitled to 30 working days of paid sick leave a year.

6.3 The Company shall notify a list of declared holidays in the beginning of each year.

7. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time. Your specific duties are set out in your Authorised email by Lab Director.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 30 days prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than three months' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

10.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

10. 4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof,

Modern Molecular Diagnostics
30/6C1 First floor,Deen plaza
SBI Road, mayiladuthurai- 609001

including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

11. Confidential Information

11. 1 During your employment with the Company you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.

11.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers 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 organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

11.3 At no time, will you remove any Confidential Information from the office without permission.

11.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

11.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

12. Notices

Modern Molecular Diagnostics
30/6C1 First floor,Deen plaza
SBI Road, mayiladuthurai- 609001

Notices may be given by you to the Company at its registered office address. Notices may be given by the Company to you at the address intimated by you in the official records.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Governing Law/Jurisdiction

Your employment with the Company is subject to Indian laws. All disputes shall be subject to the jurisdiction of Mayiladuthurai only.

15. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Authorised Signatory

Deepak
Lab Director
Modern Molecular Diagnostics.

5.2.1. Average percentage of placement of outgoing students during the last five years

Modern™ Molecular Diagnostics
30/6 C1, First floor, Deen Plaza,SBI Road
Mayiladuthurai-609001

To,
The principal,
Jamal Mohamed college,
Tiruchirappalli.

Sub: Bonafide certificate of Mukesh Rajkumar

Dear Professor,

I hereby affirm Master of Science, **Manikandan Raghu** (DOB:10/12/1997) is currently a Junior scientist at Modern Molecular Laboratory, an ISO15189:2012 standard Laboratory(on Progress) at Mayiladuthurai, he is also a **"Roche Certified" ,RT-PCR** expert & currently employed full time and his efforts towards organization is highly appreciated and I endorse him as an integral core team member of Modern Molecular Diagnostics.

Sincerely,

C. Deepak,

Modern Molecular Diagnostics
MODERN MOLECULAR DIAGNOSTICS,
Door No. 30/6 C1, First floor, Deen plaza
SBI Road, Mayiladuthurai-609 001

5.2.1. Average percentage of placement of outgoing students during the last five years

Modern Molecular Diagnostics
30/6C1 First floor,Deen plaza
SBI Road, mayiladuthurai- 609001

01.09.2021
R. MANIKANDAN
310/NA Middle street,
Nallathukudi,
Mayiladuthurai-609001

Subject: Appointment for post of Lab Technologist

Dear Master of Science R. MANIKANDAN

We are pleased to offer you, the position of Lab Technologist with Modern Molecular Diagnostics on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01.09.2021

2. Job title

Your job title will be Lab Technologist, and you will report to Deepak, Lab Director, Modern Molecular Diagnostics.

3. Salary

Your salary and other benefits will be **INR 12000/-** and a relevant Health insurance will be provided with in 30 days of receiving and signing this offer letter.

4. Place of posting

You will be posted at Mayiladuthurai. You may however be required to work at any place of business which the Company has, or may later acquire.

5. Hours of Work

The normal working days are Monday through Sunday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company. The normal working hours are from 11 am to 8 pm and you are expected to work not less than 40 hours each week, and if necessary, for additional hours depending on your responsibilities.

6. Leave/Holidays

Modern Molecular Diagnostics
30/6C1 First floor,Deen plaza
SBI Road, mayiladuthurai- 609001

6.1 You are entitled to casual leave of 12 days.

6.2 You are entitled to 30 working days of paid sick leave a year.

6.3 The Company shall notify a list of declared holidays in the beginning of each year.

7. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time. Your specific duties are set out in your Authorised email by Lab Director.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 30 days prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than three months' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

10.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

10. 4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof,

Modern Molecular Diagnostics
30/6C1 First floor,Deen plaza
SBI Road, mayiladuthurai- 609001

including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

11. Confidential Information

11. 1 During your employment with the Company you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.

11.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers 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 organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

11.3 At no time, will you remove any Confidential Information from the office without permission.

11.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

11.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

12. Notices

Modern Molecular Diagnostics
30/6C1 First floor,Deen plaza
SBI Road, mayiladuthurai- 609001

Notices may be given by you to the Company at its registered office address. Notices may be given by the Company to you at the address intimated by you in the official records.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Governing Law/Jurisdiction

Your employment with the Company is subject to Indian laws. All disputes shall be subject to the jurisdiction of Mayiladuthurai only.

15. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Authorised Signatory

Deepak
Lab Director
Modern Molecular Diagnostics.

5.2.1. Average percentage of placement of outgoing students during the last five years

Jamal Mohamed <placement@jmc.edu>

Students selected list 2021 in More Retail Ltd. - MBA - Reg.

JAMAL INSTITUTE OF MANAGEMENT TRICHY <jimplacement@gmail.com> Mon, Apr 5, 2021 at 10:08 AM
To: jamal guidance jamal <guidancejmc@yahoo.co.in>, Jamal Mohamed <placement@jmc.edu>

---------- Forwarded message ---------
From: **Jeeva Gorky** <jeeva.gorky@moreretail.in>
Date: Tue, Feb 23, 2021 at 1:50 PM
Subject: RE: Request for Campus Drive - MBA - Jamal Institute of Management, Trichy - Reg.
To: jimplacement@gmail.com <jimplacement@gmail.com>
Cc: Kalanithi S <kalanithi.s@moreretail.in>, Jeyanthi C <jeyanthi.c@moreretail.in>, Haribabu Y <haribabu.y@moreretail.in>

Dear Kumaraguru,

We are happy to announce that, below mentioned list of students got selected in the Campus Interview.

Kindly revert to this mail, when these students will Report to our Regional office and mention the Date of Joining.

S NO	Reg No	Name
1	19MBA004	Arun Kumar G
2	19MBA009	Edward Christy S
3	19MBA019	Kadar Mohamed Safiq K
4	19MBA026	Mohamed Arif M
5	19MBA043	Arun Kumar M
6	19MBA062	Mohammed Koush A
7	19MBA077	Sirajdeen S
8	19MBA038	Rifayath Ahamed J
9	19MBA013	Hajimohamed
10	19MBA071	Rahman Khan A
11	19MBA072	Sameerkhan S

5.2.1. Average percentage of placement of outgoing students during the last five years

Regards

Jeeva Gorky.M

RMP - JITC-21.xlsx
10K

5.2.1. Average percentage of placement of outgoing students during the last five years

H

HR MVR Cancer Centre
to me, Saju
20 Oct View details

Dear Mr. Thufail,

We are happy to inform you that you have been selected as a Medical Social Worker in MVR Cancer Centre and Research Institute. Your salary will be Rs 16,000/- (Rupees Sixteen Thousand Only) per month, all inclusive.

You are hereby requested to immediately.

Detailed Contract will be provided at the time of joining.

The following are the documents to be carried on the date of joining

1. Five passport size photographs, in white background.

2. All academic certificates from 10th onwards. You need to produce both the originals and Photocopies of the certificates. All the originals will be returned after verification.

3. Experience certificates - Both originals & copies.

OFFER COVER LETTER

5.2.1. Average percentage of placement of outgoing students during the last five years

MYK LATICRETE

July 6, 2021

Mr. Mohamed Abdul Rahuman Arsath K B
2, Puthusayupu Street
Karur,Tamil Nadu – 639205

Sub: Offer of Employment

Dear **Mohamed**,

On behalf of MYK Laticrete India Pvt Ltd, we are pleased to confirm our offer of employment to you as **QC Chemist** in grade **"E1"** to be based at our **Perundurai** location.In this assignment, you will report to Mr. **Krishna Kumar**, and will receive instructions on your responsibilities and reporting relationship from him.

We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favourable impression with everyone you met with and we are excited by the prospect of you being a part of MYKL. Specific details of your role and work responsibilities will be communicated in the initial weeks of your joining the company.

As discussed, your compensation will be Rs.**250,000.00/– (Rupees Two Lakhs Fifty Thousand Only)** per annum payable on a monthly basis and will be subject to statutory & other deductions as per company policy. Details of the compensation plan are provided vide "Annexure A" and you are advised to seek independent tax advice, to minimize the tax incidence.

You will be entitled to other benefits as generally accorded to the employees of MYK Laticrete India Pvt Ltd, subject to Company policy and norms.

Your employment with us will be governed by our Terms and Conditions as detailed in the attached "AnnexureB". You will also be governed by any rules, regulations, policies and practices that may change from time to time.

Your compensation details are confidential, and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our Company.

As discussed, we expect a start date of **July 8, 2021**(Date of Joining). At the time of joining, you are required to submit the documents mentioned as a footnote, in this letter.

MYK LATICRETE

5.2.1. Average percentage of placement of outgoing students during the last five years

As a token of your acceptance of our offer, please sign in the space provided below indicating your acceptance and courier the duplicate copy of the duly signed offer letter to the undersigned within seven days of receipt of this letter, after which period this offer shall lapse automatically.

Mr. Mohamed Abdul Rahuman Arsath K B, everyone you have interviewed with joins me in extending to you congratulations and warm regards.

We look forward to you joining our team at the earliest.

If you wish to discuss any detail of this offer, please feel free to contact us.

With best wishes.

for MYK Laticrete India Pvt Ltd

RR Prasad

Vice President Human resources

Acceptance of Offer

I hereby accept the position on the terms and conditions of employment offered. The following documents have been attached for your records or shall be provided to the company and I will join the company.

1. Passport Copy 2. Copy of Educational Certificates. Service / Relieving letter from existing employer 4. Last drawn Pay slip 5. PF Number (if available) 6. PAN Number 7. Recent Form 16 from existing employer 8. Two color passport photographs and One Stamp–sized Color Photograph.

5.2.1. Average percentage of placement of outgoing students during the last five years

MYK LATICRETE

ANNEXURE –A

MYKL CTC STRUCTURE			
Name		Mohamed Abdul Rahuman Arsath K B	
Designation		QC Chemist	
Department		R&D – MYKLI	
Grade		E1	
Place of posting		Perundurai	
Reporting to		Krishna Kumar	
Breakup of the Salary	**Description**	**Per Month in INR**	**Per Annum in INR**
Monthly Gross Salary	Basic	7,500.00	90,000.00
	HRA	3,000.00	36,000.00
	Special Allowance	2,886.00	34,632.00
	Conveyance Allowance	1,600.00	19,200.00
	Medical Allowance	1,250.00	15,000.00
	LTA	625.00	7,500.00
Monthly Gross –A	**Total A**	**16,861.00**	**202,332.00**
Employer Contribution	P.F	1,663.00	19,956.00
	ESI	548.00	6,576.00
	Gratuity*	361.00	4,332.00
	Bonus**	1,400.00	16,800.00
Employer Contribution –B	**Total B**	**3,972.00**	**47,664.00**
Total Gross (A+B)	**Part–1**	**20,833.00**	**249,996.00**
Variable Pay Part –II			
Variable Pay	PLP	0.00	0.00
	Sales Incentive***	0.00	0.00
Total Variable Pay	**Part–II**	**0.00**	**0.00**
Total Annual CTC	**Part I + Part II**	**20,833.00**	**250,000.00**
Take Home Salary	**Monthly Net Salary = Monthly Gross (A) – (Employee PF+ P.Tax+**		

5.2.1. Average percentage of placement of outgoing students during the last five years

(Monthly)	Employee ESI + Income Tax as applicable)

MYK LATICRETE

Note :

You will be eligible for Mediclaim Coverage as per company policy, if opted. The premium may vary from time to time and the premium shall be deducted from your monthly salary accordingly as per the policy.(It is optional and for enrollment , please share family details to HR)
* This is a provision made for Gratuity. The actual payout will be governed by the provisions of The Payment of Gratuity Act 1972 as amended to date & applicable Rules
** This is a provision made for Bonus. The actual payout will be governed by the provisions of The Payment of Bonus Act 1965 as amended to date & applicable Rules. Please note that payments made under this head will be offset against payment to be made under the Company's Sales Incentive Scheme.
*** This is the Base Sales Incentive amount. The actual payout would depend on attainment of agreed targets and other terms & conditions specified in the Sales Incentive plan for 2019–20
All payments are subject to the applicable Income Tax Rates and Rules.

5.2.1. Average percentage of placement of outgoing students during the last five years

MYK LATICRETE

Annexure B: Summary of Benefits, Employment Terms & Conditions

In continuation to our offer of employment with MYK Laticrete India Pvt Ltd, a summary of the major benefits available to all the employees is detailed below along with other terms and conditions of employment with MYK Laticrete India Pvt Ltd.

WORKING HOURS

The standard working hours inclusive of Lunch break for all MYK Laticrete factories in India are 9:00 AM to 5:30 PM, Monday through Saturday, excluding all Sundays in the month. Please note some of the employees may be required to work in shifts. The roaster will be communicated by the Plant Head / Functional Head.

PROBATION PERIOD

You shall be on Probation for a period of six months from the Date of your Employment. On Successful Completion of your Probationary Period your services with the Company will be confirmed in writing by the Company. You shall continue to be on Probation unless and until you receive your confirmation orders in writing. If your Performance does not meet the desired standards the Probation period is liable to be extended for a further period of six months.

During the period of Probation/ extended period of probation you will not be entitled to any benefits or privileges available to the Permanent Employees of the Company. During the period of Probation/ extended period of probation your services with the Company can be terminated without notice/ assigning any reason thereof.

EMPLOYEE BENEFITS

HOLIDAYS

5.2.1. Average percentage of placement of outgoing students during the last five years

In MYK Laticrete India Pvt Ltd, we observe 11 National and other Festival Holidays per year. Four National Holidays are observed every year viz. Republic Day, May Day, Independence Day and Gandhi Jayanthi. You would also be entitled to six other Festival Holidays which will be notified annually.

LEAVE

You will be eligible for 12 casual leaves & 7 Sick Leaves per annum and will be pro– rated as per your date of joining. On completing one year's continuous service with the Company, every employee will be eligible for 15 working days of leave (when prefixed or suffixed with weekly offs and/or holidays it translates to three weeks of leave). The leave will be proportionate to the number of days worked during the calendar year.

MYK LATICRETE

GRATUITY

On completing 5 years of continuous service with the Company, every employee will be eligible for the receipt of Gratuity. This amount, equivalent to half month's basic pay for every completed year of service, will be paid to you at the time of your separation from the Company, be it by resignation, termination or retirement. MYK Laticrete India Pvt Ltd will not be liable to pay Gratuity to any employee who causes damage to the Company through willful negligence, omission, destruction of Company property or misconduct – including leaving the services of the Company without proper notice.

PROVIDENT & PENSION FUND

All full time Company employees will be eligible for Provident Fund (PF). The Company will remit the statutory contribution at 12% of employee's monthly basic pay per month. Employees contribution at 12 % will be deducted from the employee's salary. Employer's share of contribution will be remitted towards the Employee's Pension Fund & Provident Fund as per PF Act. Interest is accrued on a yearly basis on the total provident fund contribution in the Employee's PF account. It will be remitted to the employees PF accounts directly.

TERMS OF SERVICE

STATEMENT OF FACTS VISIBLE PRACTICE OF INTEGRITY

It must be specifically understood that this offer is made based on the proficiency of professional skills, you have declared to possess as per your resume.

During the term of your employment with MYK Laticrete India Pvt Ltd, you are required to disclose all material and relevant information, which may either affect your employment with the Company currently or in the future or may be in conflict with the terms of your employment with the Company, either directly or indirectly. This includes personal details viz. name, age, father's name, contact address or professional information like qualification, ability or previous service or any other matter germane to employment at the time of employment or during the course of employment.

Should the Company, at a later date, during the term of your employment, become aware that you have either suppressed any particulars or relevant information required to be disclosed by you or that you have furnished false/misleading information the Company reserves the right to terminate your services forthwith without any notice and without any obligation or liability to pay any remuneration or other dues to you irrespective of the period that you may have been employed by the Company.

Every employee is expected to follow the taxation laws, rules and philosophy of compensation and benefits in the letter and spirit and uphold the values of honesty and integrity in all his/her actions. In the course of doing so, every employee shall claim only actual expenses and ensure compliance with the tax laws of the land in letter and spirit.

MYK LATICRETE

CONFIDENTIALITY

You are expected to maintain utmost secrecy with regard to the affairs of MYK Laticrete India Pvt Ltd and shall keep any information, instruments, product knowledge, manuals etc relating to the Company that may come to your professional knowledge as an employee of the Company.

The position held by you is of a strictly confidential nature. As a result of your employment at MYK Laticrete India Pvt Ltd, the company may from time to time need to impart to you certain information/ material pertaining to its business or its associate companies or any company, firm or person with whom the Company or its associate companies may at any time be in technical, commercial or financial cooperation or association, which is to be treated as secret and confidential.

You shall not disclose to, either during or after employment with the Company, any information about the interests or business of the company, or any affiliated company or client.

During your employment or at any time after the termination of employment, you will not divulge to any unauthorized person, any trade or manufacturing process or any knowledge or information concerning any matter or thing relating to the business or interests of the Company and its subsidiaries /employee companies or of any company, firm or person with whom MYK Laticrete India Pvt Ltd or its subsidiaries/employee companies may at any time be in technical, commercial or financial cooperation or association. You will not utilize any secret or confidential information or knowledge acquired in consequence of your employment.
You shall keep confidential any information or manuals relating to the Company's compensation and benefits schemes that may come to your professional knowledge as an employee of the Company. You should maintain utmost secrecy with regard to compensation and benefits package and treat it as a highly individual and confidential matter, not to be discussed with any colleague, other than your Reporting Officer.

You shall not, except in accordance with any general or special order of the Company in the performance, in good faith, of the duties assigned to you, communicate, directly or indirectly, any official document or any part thereof or information (including your salary details) to any other officer or other employee, or any other person to you're not authorized to communicate such document or information.

INTELLECTUAL PROPERTY RIGHTS

5.2.1. Average percentage of placement of outgoing students during the last five years

You hereby expressly acknowledge and agree that any work that you may be conducting either on the premises of MYK Laticrete India Pvt Ltd or otherwise with regard to production, process improvements, software applications / upgradations and discoveries or any other form of intellectual property whether protected under law or not, you are working on the express or implied instructions of the Company and on behalf of MYK Laticrete India Pvt Ltd. Further all research and development activities / process improvements / product development & software development conducted by you in your functional area, whether at the MYK Laticrete India Pvt Ltd site/s or on deputation, are being done on behalf of MYK Laticrete India Pvt Ltd.

MYK LATICRETE

It shall be deemed that you have provided your consent for the assignment of any and all intellectual property rights developed either solely by you or jointly with MYK Laticrete India Pvt Ltd exclusively and solely in favor of MYK Laticrete India Pvt Ltd and you shall do all such acts as may be necessary to ensure that the ownership of all such intellectual property rights vest solely with MYK Laticrete India Pvt Ltd.

You also hereby irrevocably transfer and assign to MYK Laticrete India Pvt Ltd, and waive and agree never to assert, any and all Moral Rights you may have in or with respect to any work, documentation, designs and materials, patents, copyright or any other form of intellectual property, whether protected under law or not, even after termination of your work during or after the tenure of your employment.

You shall not communicate to any public papers, journals, pamphlets or leaflets, or cause to be disclosed at any time, any information or documents, official or otherwise relating to MYK Laticrete India Pvt Ltd except with the prior approval (in writing) of the concerned authority.

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

Upon demand by MYK Laticrete India Pvt Ltd, you shall immediately deliver /hand over all information/ material in your possession, in a tangible form and to the satisfaction of the concerned authority.

AUTHORIZATION

Only employees of MYK Laticrete India Pvt Ltd holding a senior and responsible position in MYK Laticrete India Pvt Ltd will be authorized by a specific power of attorney to sign legal documents, representing the Company. Similarly, only such authorized employees of MYK Laticrete India Pvt Ltd may speak about the Company, its' business plans, current projects etc. in any public forum or address any media/ media representatives.

CONFLICT OF INTEREST

Any position with MYK Laticrete India Pvt Ltd calls for whole time employment and you will devote yourself exclusively to the Company primary business. You will not take up any other work for remuneration (part time or otherwise) or work on advisory capacity or be interested directly or indirectly (except as a

shareholder or a debenture holder) in any other trade or business, during your employment with MYK Laticrete India Pvt Ltd, without prior written permission from a competent and authorized authority of MYK Laticrete India Pvt Ltd. Provided that you may, without such sanction, undertake honorary work of social or charitable nature or of occasionally of literary, artistic or scientific character subject to the condition that your official duties do not thereby suffer.

You may not accept any fee or any pecuniary advantages any work done by you for any organization or any private person without the sanction of the competent authority.

You shall not, either during employment with MYK Laticrete India Pvt Ltd or for a period up to three years thereafter, recruit any whole–time employee or retainer with MYK Laticrete India Pvt Ltd to set up or form any organization or group that directly or indirectly competes with MYK Laticrete India Pvt Ltd in this field of business.

MYK LATICRETE

You shall not, either during employment with MYK Laticrete India Pvt Ltd or for a period of three years thereafter, approach MYK Laticrete India Pvt Ltd's business contacts, business partners or customers for business of a similar nature either individually or as a company or organization where you have an investment, an advisory role or whole–time employment in a decision–making capacity.

You will also be required to execute and be bound by a Non–Disclosure Agreement which would be given to you upon joining the company shortly.

SECURITY

Security of information, infrastructure and other material is an important aspect of our business and a basic expectation of our customers. In recognition of this responsibility towards our clients and business, as an employee of MYK Laticrete India Pvt Ltd, you must adhere to the following conditions at all times:

Information is available to you, on a need–to–know basis based on the roles and responsibilities.

You are expected to adhere to MYK Laticrete India Pvt Ltd's requirements related to downloading of copyright information from the internet, security of the MYK Laticrete India Pvt Ltd network and office decorum.

In the interest of security to the information available in the office premises you shall not install, download, copy, or duplicate any unauthorized or unlicensed software, programs, games, attachments on any computer system.

You are expected to be responsible for the security of official documents/manuals and such material that may come to you during the course of various assignments.

USE OF COMPANY RESOURCES

5.2.1. Average percentage of placement of outgoing students during the last five years

You shall be responsible for the safekeeping and good condition and order of all the MYK Laticrete India Pvt Ltd property entrusted to your care and charge. You may use the MYK Laticrete India Pvt Ltd's resources only for official purposes.

SOCIAL MEDIA USAGE GUIDELINES

MYK Laticrete discourages employees from accessing their personal Social Media accounts such as Facebook, Twitter, Instagram, LinkedIn, etc. at work. The company expects its employees to act responsibly and ensure their productivity isn't affected. Using Social Media while at work can reduce efficiency and concentration.

MYK LATICRETE

MYKL Respects the employee's personal choice to access, participate in and voice their opinions on Social Media. However, employees are advised to adhere to the following broad guidelines (insofar as they can impact the image of MYK Laticrete).

1. While using Social Media personally please ensure that you do not state or imply that your personal opinions and content are authorized or endorsed by MYK Laticrete. We advise using a disclaimer such as "opinions are my own" to avoid misunderstandings.
2. Please avoid sharing intellectual property like trademarks on a personal account without approval. Confidentiality policies and laws always apply.
3. Also, please avoid any defamatory, offensive or derogatory content. It may be considered as a violation of our company's anti–harassment policy, if directed towards colleagues or customers.

Only authorized employees are allowed to represent our company by handling Corporate Social Media accounts or speak on our company's behalf. We expect them to act carefully and responsibly to protect our company's image and reputation.

You will also be required to comply with all Social Media compliance policy / guidelines that will be issued by the Company from time to time. Violation of any of these norms will invite appropriate disciplinary action.

TRANSFERS

5.2.1. Average percentage of placement of outgoing students during the last five years

Every employee of MYK Laticrete India Pvt Ltd is liable for transfer / deputation / secondment / training to any office of MYK Laticrete India Pvt Ltd whether existing now or to be set up in the future. In such an event, you will be governed by the terms and conditions of service applicable to the new assignment.

In all service matters, including those not specifically covered here, such as travel etc., employees will be governed by the rules and policies of MYK Laticrete India Pvt Ltd in force, from time to time.

RETIREMENT AGE

The age of retirement for every employee of MYK Laticrete India Pvt Ltd is 60 years. You shall however, during the tenure of the services be required to be medically fit for work. MYK Laticrete India Pvt Ltd, may at its discretion, request you to undergo periodic medical examination to enable professional determination of medical fitness for employment.

NOTICE PERIOD FOR TERMINATION OF SERVICES

This employment is directed towards developing a career at MYK Laticrete India Pvt Ltd. However, employment at MYK Laticrete India Pvt Ltd will always entail the conditions of satisfactory performance and satisfactory market conditions for MYK Laticrete India Pvt Ltd's products and services (as it may determine at its sole discretion).

MYK LATICRETE

The notice period for termination of your services with MYK Laticrete India Pvt Ltd is 30 days on either side and/or salary in lieu of notice period on part of MYK Laticrete India Pvt Ltd only. However, the decision to relieve you before the completion of the notice period will be at the sole discretion of the management.

In the event of any breach of the Code of Conduct or non–performance of contractual obligation or the terms and conditions laid down in this agreement, your services with MYK Laticrete India Pvt Ltd could be terminated without any notice notwithstanding any other terms and conditions stipulated herein. The Company further reserves the right to invoke other legal remedies as it deems fit to protect its legitimate interests.

Upon termination of your employment with MYK Laticrete India Pvt Ltd, you shall forthwith return to the Company all the assets. Work–in–Progress and property of MYK Laticrete India Pvt Ltd, documents, files, books, papers, memos, Laptop / Tabs mobile SIM cards, Tabs or any other property of the Company, in your possession or under your control.

In case of employment termination for any reason, the year–end performance incentive (if applicable) as part of your compensation structure will not be processed as part of full & final settlement.

TERMINATION WITHOUT NOTICE

a). If you, at any time render yourself incompetent to perform your duties or commit any misconduct yourself or be intemperate, irregular in attendance, commit any breach of the terms of your employment or of any of the stipulation, herein contained, the company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith without notice or payment in lieu

of notice and to deduct from your salary or other emoluments, if any, then due to you, the amount of any damage the company may have sustained.

b)If you absent yourself without leave or remain absent beyond the period of leave originally sanctioned or subsequently extended, you shall be considered as having voluntarily terminated your employment without giving any notice unless you.

i. Return to work within 3 days from the commencement of such absence and
ii. Give an explanation to the satisfaction of the management regarding such absence.

MYK LATICRETE

ENVIRONMENTAL, HEALTH AND SAFETY (EHS)

You shall at all times, ensure that all the environmental, health and safety conditions are in conformance with the statutory and company's policies and procedures. you will be responsible for all EHS policies as applicable to your function.

BUSINESS CONDUCT

You shall at all times, maintain office decorum, including in dealing with colleagues, both within the office premises and at client locations. You shall abide by the General Code of Conduct and other guidelines that may be in force from time to time.

SEXUAL HARASSMENT

Any act or language with sexual overtones or implications proving offensive to a colleague of the opposite or same sex will be construed as sexual misconduct and should be strictly avoided. Offensive posters / screen savers/mails or magazines and books at your work place should be trictly avoided.

Every employee of MYK Laticrete India Pvt Ltd holding a senior and responsible position shall take all possible steps to ensure a positive work environment free of any form of sexual discrimination.

JURISDICTION

Even though MYK Laticrete India Pvt Ltd Pvt. Ltd. may appoint you / depute you at / to any location, for work, within India or overseas, the jurisdiction concerning any dispute arising out of your employment will be that of the courts in Hyderabad only.

5.2.1. Average percentage of placement of outgoing students during the last five years

The above terms and conditions are based on MYK Laticrete India Pvt Ltd's policies, procedures and other rules currently applicable.

The above rules are subject to amendments from time to time. You shall also abide by all other rules and regulations of MYK Laticrete India Pvt Ltd as shall be in force, from time to time.

for MYK Laticrete India Pvt Ltd



Rao. R. Prasad
Vice President Human Resources

Offer electronically accepted by: Mohamed Arsath K B
Offer electronically accepted on: Jul 6, 2021, 3:25 PM GMT+05:30

5.2.1. Average percentage of placement of outgoing students during the last five years

MYK LATICRETE

December 6, 2021

Mr. Ezhilarasan M
6/31,
North street
Musiri,Tamilnadu – 621205

Sub: Offer of Employment

Dear **Ezhilarasan**,

On behalf of MYK Laticrete India Pvt Ltd, we are pleased to confirm our offer of employment to you as **QC Chemist** in grade **"E1"** to be based at our **Rudraram** location.In this assignment, you will report to Mr. **Venkata Subbaiah** , and will receive instructions on your responsibilities and reporting relationship from him.

We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favourable impression with everyone you met with and we are excited by the prospect of you being a part of MYKL. Specific details of your role and work responsibilities will be communicated in the initial weeks of your joining the company.

As discussed, your compensation will be Rs.**300,000.00/– (Rupees Three Lakhs Only)** per annum payable on a monthly basis and will be subject to statutory & other deductions as per company policy. Details of the compensation plan are provided vide "Annexure A" and you are advised to seek independent tax advice, to minimize the tax incidence.

You will be entitled to other benefits as generally accorded to the employees of MYK Laticrete India Pvt Ltd, subject to Company policy and norms.

Your employment with us will be governed by our Terms and Conditions as detailed in the attached "AnnexureB". You will also be governed by any rules, regulations, policies and practices that may change from time to time.

Your compensation details are confidential, and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our Company.

As discussed, we expect a start date of **December 20, 2021**(Date of Joining). At the time of joining, you are required to submit the documents mentioned as a footnote, in this letter.

As a token of your acceptance of our offer, please sign in the space provided below indicating your acceptance and courier the duplicate copy of the duly signed offer letter to the undersigned within seven days of receipt of this letter, after which period this offer shall lapse automatically.

5.2.1. Average percentage of placement of outgoing students during the last five years

MYK LATICRETE

Mr. Ezhilarasan M, everyone you have interviewed with joins me in extending to you congratulations and warm regards.

We look forward to you joining our team at the earliest.

If you wish to discuss any detail of this offer, please feel free to contact us.

With best wishes.

for MYK Laticrete India Pvt Ltd

RR Prasad

Vice President Human resources

Acceptance of Offer

I hereby accept the position on the terms and conditions of employment offered. The following documents have been attached for your records or shall be provided to the company and I will join the company.

1. Passport Copy 2. Copy of Educational Certificates. Service / Relieving letter from existing employer 4. Last drawn Pay slip 5. PF Number (if available) 6. PAN Number 7. Recent Form 16 from existing employer 8. Two color passport photographs and One Stamp–sized Color Photograph.

5.2.1. Average percentage of placement of outgoing students during the last five years

MYK LATICRETE

ANNEXURE –A

MYKL CTC STRUCTURE			
Name		Ezhilarasan M	
Designation		QC Chemist	
Department		R&D – MYKLI	
Grade		E1	
Place of posting		Rudraram	
Reporting to		Venkata Subbaiah	
Breakup of the Salary	**Description**	**Per Month in INR**	**Per Annum in INR**
Monthly Gross Salary	Basic	9,000.00	108,000.00
	HRA	3,600.00	43,200.00
	Special Allowance	5,167.00	62,004.00
	Conveyance Allowance	1,600.00	19,200.00
	Medical Allowance	1,250.00	15,000.00
	LTA	750.00	9,000.00
Monthly Gross –A	**Total A**	**21,367.00**	**256,404.00**
Employer Contribution	P.F	1,800.00	21,600.00
	ESI	0.00	0.00
	Gratuity*	433.00	5,196.00
	Bonus**	1,400.00	16,800.00
Employer Contribution –B	**Total B**	**3,633.00**	**43,596.00**
Total Gross (A+B)	**Part–1**	**25,000.00**	**300,000.00**
Variable Pay Part –II			
Variable Pay	PLP	0.00	0.00
	Sales Incentive***	0.00	0.00
Total Variable Pay	**Part–II**	**0.00**	**0.00**
Total Annual CTC	**Part I + Part II**	**25,000.00**	**300,000.00**
Take Home Salary (Monthly)	**Monthly Net Salary = Monthly Gross (A) – (Employee PF+ P.Tax+ Employee ESI + Income Tax as applicable)**		

5.2.1. Average percentage of placement of outgoing students during the last five years

MYK LATICRETE

Note :

You will be eligible for Mediclaim Coverage as per company policy, if opted. The premium may vary from time to time and the premium shall be deducted from your monthly salary accordingly as per the policy.(It is optional and for enrollment , please share family details to HR)
* This is a provision made for Gratuity. The actual payout will be governed by the provisions of The Payment of Gratuity Act 1972 as amended to date & applicable Rules
** This is a provision made for Bonus. The actual payout will be governed by the provisions of The Payment of Bonus Act 1965 as amended to date & applicable Rules. Please note that payments made under this head will be offset against payment to be made under the Company's Sales Incentive Scheme.
*** This is the Base Sales Incentive amount. The actual payout would depend on attainment of agreed targets and other terms & conditions specified in the Sales Incentive plan.
All payments are subject to the applicable Income Tax Rates and Rules.

5.2.1. Average percentage of placement of outgoing students during the last five years

Date : **16 Aug, 2021**

To,

SALIHA RAIHANA A
PAPAKURUCHI MAIN ROAD, NORTH KATTUR,
THIRUMURUGAN NAGAR,PLOT NO-10
TIRUCHIRAPPALLI-620019

Subject : Appointment Letter for the post of **Executive - OPERATIONS**.

Dear **SALIHA RAIHANA A**,

With reference to the offer acceptance letter dated **Aug 13, 2021** ,we are pleased to appoint you for the post of **Executive-OPERATIONS**, for **TRICHY** w.e.f. **Aug 16, 2021** .You are placed in **M8** Grade & **OFFICER** Cadre . Being an employee of the company you will be on the payrolls of the company and will enjoy all the benefits, As per Grade & Cadre mentioned in the service rules & regulations of the company.

The Service Rules and regulations of the Company in force from time to time shall govern your service under the company, which you are bound to follow. You will be working in the company on a probation basis for a minimum period of first six months from the date of joining.

You will be paid annual Cost to Company ("CTC") worth Rs. **2,12,490**/-, of which the Fixed component shall be Rs.**1,88,880**/- (P.A.) and the variable component shall be upto Rs. **23,610**/- (P.A.) including annual performance incentive (Subject to performance), all the perks and other benefits. You will be eligible for Performance Incentives only after successful completion of probation period.

Probation period is generally for a period of 6 (six) months, however, the Company on its discretion can confirm your services earlier than six months or extend the probation period. You will not be entitled for any benefit within the probation period. (e.g. Paid Leave, Promotion or Increments, Performance Incentives etc). According to the policy of company you will be entitled for the above benefits on the prorate basis as soon as you get permanent, i.e. on successful completion of probation period.

Along with the signed duplicate copy of appointment letter you will have to send us relieving letter , if any, within 30 days from your date of joining. Further to be noted that your first salary will only be processed on completion of above-mentioned formalities.

Thanking you,

Digitally Signed by:
Name:DHAVAL BHASKARBHAI DESAI
Date:Mon Aug 16 19:44:38 IST 2021

DHAVAL BHASKARBHAI DESAI.

Head - Human Resource

STOCK BROKING | DEPOSITORY SERVICES | NPS
FINANCIAL PRODUCT DISTRIBUTION: MUTUAL FUNDS | LOANS | PMS | REAL ESTATE
NJ India Invest Private Limited, Registered & Corporate Office: Block No. 901 & 902, 6th Floor, B Tower, Udhna Udyognagar Sangh Commercial Complex, Central Road No.10, Udhna, Surat - 394 210, Gujarat.
Phone: 0261 4025901 | E-mail: email@njgroup.in | Website: www.njwealth.in | CIN: U67120GJ2000PTC037674
BUILT ON TRUST NJ GROUP

5.2.1. Average percentage of placement of outgoing students during the last five years

DECLARATION OF ACCEPTANCE

I unconditionally accept the above appointment under the Company on the terms & conditions mentioned in the offer letter and agree to abide by the same and changes made in future.

Date of Joining: 16-08-2021

_____

SALIHA RAIHANA A

This letter is digitally signed and does not require physical signature.

STOCK BROKING | DEPOSITORY SERVICES | NPS
FINANCIAL PRODUCT DISTRIBUTION: MUTUAL FUNDS | LOANS | PMS | REAL ESTATE
NJ India Invest Private Limited, Registered & Corporate Office: Block No. 901 & 902, 6th Floor, B Tower, Udhna Udyognagar Sangh Commercial Complex, Central Road No.10, Udhna, Surat - 394 210, Gujarat.
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BUILT ON TRUST NJ GROUP

5.2.1. Average percentage of placement of outgoing students during the last five years

DocuSign Envelope ID: 3084CA31-5360-4895-BF53-6F771B70E1EA

NTT DATA Information Processing Services Private Limited
Plot No. 123, EPIP Phase II
Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA Services

11/2/2021

Ravindra
Chennai

LETTER OF APPOINTMENT

Dear **Ravindra,**

Congratulations! We have pleasure in making an offer to you for the post of ***Medical Rec Coding Transc Sr Rep***. We expect you to join the company on or before ***11/24/2021***. 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,
Janani Kumaravel

5.2.1. Average percentage of placement of outgoing students during the last five years

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NTT DATA Information Processing Services Private Limited
Plot No. 123, EPIP Phase II
Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA Services

Annexure- 1

Compensation and Benefits			
Name	*Ravindra*		
Designation	*Medical Rec Coding Transc Sr Rep*	Grade	*3*
Joining Date	*11/24/2021*	Location	*Chennai*
Fixed Compensation (A)			
Group 1		**Monthly (₹)**	**Annual (₹)**
Basic Salary		*5758*	*69096*
Group 2 (Allowances)			
The Flexible Compensation Plan (FCP) includes:		*7669*	*92029*
. House Rent Allowance			
. Leave Travel Allowance			
. Children Education Allowance			
. Children Hostel Allowance			
. Professional Development Allowance			
. Meal Pass			
. National Pension Scheme			
. Fuel & Maintenance*			
. Special Allowance			
Group 3 (Retirals)			
^Provident Fund (12% of Basic Salary) Employer's Contribution		*691*	*8292*
Gratuity (4.8% of Basic Salary as per the provisions of the payment of Gratuity Act 1972).		*277*	*3322*
Total Fixed Compensation (Group 1 +Group 2+Group 3)		*14395*	*172739*
Variable Compensation (B)		PEP	
Annual potential discretionary variable incentive**		Min	Maximum
		0%	7%
		-	₹ 12092
Annual earning potential including fixed compensation		₹ 172739	₹ 184831
Additional Benefits (C)			
Employer Contribution towards Employee Health Insurance (GMC)***		₹ 8000	
Remote working allowance****		₹ 24000	
Annual Total Benefits Cost		**₹ 32000**	
Total Compensation (Maximum cost to the company)		**₹ 216831**	

5.2.1. Average percentage of placement of outgoing students during the last five years

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NTT DATA Information Processing Services Private Limited
Plot No. 123, EP/P Phase II
Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA Services

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 **Rs.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 up to 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 up to 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 benefits stated above may be withdrawn, changed, or modified by the Management at its sole discretion, from time to time and will be notified to you as per the Company policy. The eligibility shown is as per current policy and is subject to change from time-to-time as per the Company policy

The above is 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:
Monika Cyril
D5E990A204894EF...

MONIKA CYRIL
ASSOCIATE DIRECTOR - TALENT ACQUISITION

5.2.1. Average percentage of placement of outgoing students during the last five years

Name	T Daslima Parveen	Exp DOJ	26th July 2021
Designation	Process Associate	Level : 1A	Location: Trichy

Proposed

Components	Monthly	Annual	Other Information	
Basic + DA	9,890	1,18,680		
HRA	0	0	Qualification	
Advance Statutory Bonus	989	11,868	Experience	
Fixed Cash (Gross Salary)	**10,879**	**1,30,548**	Last Emplr	N/A
Provident Fund	1,187	14,244	Source of Hiring	
ESI / Med Ins Prem	354	4,248	Consultant Fees	Nil
Gratuity	475	5,700	Movement Expenses	Nil
GTLI Prem	100	1,200	Notice Pay:	
Total Benefits	**2,116**	**25,392**		
Total Cost (CTC)	**12,995**	**1,55,940**		

Prepared By (HR)
Senior Manager - Talent Acquisition

Approved By (HR)
Senior Director – Human Resource

I **(T Daslima Parveen)** do hereby acknowledge that the above salary has been explained in detail by the HR and I Understood all the components.

Candidate Signature
Date: 24th July 2021

HR Signature

CONFIDENTIAL

5.2.1. Average percentage of placement of outgoing students during the last five years

T Daslima Parveen

SALARY ANNEXURE

Salary Components	Monthly	Annual
Basic + DA	9,890	118,680
HRA	-	-
Advance Statutory Bonus	989	11,868
Fixed Cash (Gross)	**10,879**	**130,548**
PF	1,187	14,244
ESI	354	4,248
Gratuity	475	5,700
GLTI Prem	100	1,200
Total Benefits	**2,116**	**25,392**
Total Cost (CTC)	**12,995**	**155,940**

'Variable Pay - You will also be eligible for performance based variable pay of Rs.0/- per annum (i.e. Rs.0/- per month) which is payable as per company policy on achievement of agreed upon targets.

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Authorized by

T. Daslima Parveen

Candidate Signature

5.2.1. Average percentage of placement of outgoing students during the last five years

Omega Healthcare

24th July 2021

T Daslima Parveen
0/80, Kamarajar Nagar, ,Jeeva Nagar,Trichy-620008

Dear T Daslima Parveen,

This has reference to your application and the subsequent interviews you had with us. We are pleased to offer you a position of **"Process Associate"** Omega Healthcare Management Services Pvt Ltd, on the following terms and conditions:

01. Your Annual Cost to the Company (CTC) will be Rs.1,55,940 (Rupees One Lakh Fifty Five Thousand Nine Hundred and Forty Only) as per the details attached

02. You will be entitled to Leave, Gratuity, P.F., Medical Insurance & Personal Accident Insurance, etc. in accordance with the Law / Company Policy from time to time.

03. Depending on your performance and the company's requirement, your employment can be extended on completion of 6 months.

04. Your place of posting will be at **Trichy** and you will report for duty on **26th July 2021 at 8.30 AM.**

05. This letter of offer is subject to completing other joining formalities as specified in **Annexure-1** and on completion a detailed appointment letter will be given.

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

Thanking you,

Yours faithfully,

For Omega Healthcare Management Services Pvt. Limited.

Megalan David J
Deputy General Manager – Talent Acquisition | Human Resources

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5.2.1. Average percentage of placement of outgoing students during the last five years

T Daslima Parveen

Annexure – 1

Welcome to Omega family!

To enable us to have your complete personal information, ensuring legal compliance and processing of salary and other reimbursements, you will be required to complete the following formalities on your joining at Omega Healthcare.

1. Joining Report.
2. Company Employment Form.
3. Provident Fund Declaration / Nomination form and Provident Fund Form 2.

   (This needs to be filled in by every employee as he / she need to nominate persons(s) who would receive the Provident Fund amount standing to his/ her credit in the unfortunate event of his / her Death).
4. Gratuity Nomination Form F.

   (To be filled in by all employees wherein they should nominate the persons and the percentage of Gratuity Payable to such person in the unfortunate event of death of the employee)
5. Medical Insurance / ESIC-Employees State Insurance Scheme- (as applicable)
7. Salary Account opening form.
8. Group Life Insurance Form
9. ID Card Application form & Transport Request form.
10. Flexible benefit Plan Declaration form & Employee Investment Declaration Form (wherever applicable)
11. Any other forms, as applicable

FOLLOWING DOCUMENTS TO BE SUBMITTED MANDATORILY ON YOUR JOINING:

A. Relieving letter/ Service certificate from your previous employer.
B. Copy of last pay slip & form 16 or tax report
C. Copies & Originals of all educational certificate and Birth Certificate.
D. **Six copies of recent passport size photographs**.
E. Signed Copy of offer / appointment letter.
F. **Self ID Proof – 2 copies** (Passport/ Driving License/Voter's ID/ Ration Card/ **PAN Card**/ College ID)
G. **Residence Proof – 2 copies** Permanent & Temporary (Passport /Driving License/ Voter's ID / Ration Card/ / Mobile Bill or Telephone Bill / LIC Policy / BANK Passbook/ Electricity Bill/Gas Bill/Water Bill/Rental Agreement- (Letter from owner or Self Declaration letter required if it's not in your name)
H. **Copy of PAN Card /Acknowledgement copy of PAN Application**
I. **Copy of AADHAR Card / Acknowledgement copy of AADHAR Application**
J. **Parents DOB details** (Documents not required. Only date is required to fill in nominee forms)
K. **Physical standard (Blood Group, Height, Weight** – details only required for filling the application form. Proof not required)

Our attendance cycle runs from 21st of month to the 20th of the next month. If the salary account is not opened & activated before 10th of the month, then the salary for that month would be delayed thereby causing inconvenience to the employee. A delay in disbursement of salary may also occur if the Joining Reports / Documents are incomplete-thus we request you to please fill in the joining Report completely accurately and also submit mandatory documents.

We at HR look forward to providing you with the best of services at all times. We welcome you once again and wish you all the best for a successful career at Omega.

PLEASE NOTE: YOU ARE EXPECTED TO COME IN FORMAL DRESS ON DOJ

HR Team

CONFIDENTIAL

Omega Healthcare Management Services Pvt. Ltd.
9th Floor, Tower - 2, RMZ Millenia Business Park, No. 143, Dr. MGR Road, Kandanchavadi,
Chennai - 600 096. Tel: +91 44 4907 0101
Registered Office : No.33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017. Tel: +91 80 41557333
US Office : 2424 North Federal Highway, Suite #205, Boca Raton, FL 33431.
website : www.omegahms.com
General Email ID : mail2omega@omegahms.com Registered CIN: U85110 KA2003 PTC 032846
BENGALURU CHENNAI TRICHY BHIMAVARAM HYDERABAD MANILA CEBU USA

5.2.1. Average percentage of placement of outgoing students during the last five years

Omega Healthcare

July 28, 2021

MR. Mohamed Shake Abjal Syed Abudaheer

Dear **Mohamed Shake Abjal Syed Abudaheer**

This has reference to your application and the subsequent interviews you had with us. We are pleased to offer you a position of **TRAINEE CODER** Omega Healthcare Management Services Pvt Ltd, on the following terms and conditions:

01. You will draw a Basic Salary of Rs 9,890.00/- (Rupees Nine Thousand Eight Hundred Ninety Only) per month. In addition to this, you will be paid HRA of Rs. 0.00/- (Rupees Zero Only) and Statutory Bonus of Rs. 989.00/- (Rupees Nine Hundred Eighty Nine only) per month as other allowances.

03. You will be entitled to Leave, Gratuity, P.F., Medical Insurance & Personal Accident Insurance, etc. in accordance with the Law / Company Policy from time to time.

04. Depending on your performance and the company's requirement, your employment can be extended on completion of 6 months.

05. Your place of posting will be at **Tiruchirapalli-III** and you will report for duty on **29 July 2021 at 8.30 AM**.

06. This letter of offer is subject to completing other joining formalities as specified in **Annexure-2** and on completion a detailed appointment letter will be given.

02. You will be entitled to Leave, Gratuity, P.F., Medical Insurance & Personal Accident Insurance, etc. in accordance with the Law / Company Policy from time to time.

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

Thanking you,

Yours faithfully,

For Omega Healthcare Management Services Pvt. Limited.

Vikram Kumar N

Talent Acquisition

Omega Healthcare Management Services Private Limited
Regd. Office: 33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017.
P: +91 80 4155 7333
US Office: 2424, North Federal Highway, Suite #205, Boca Raton, Florida 33431.
E: mail2omega@omegahms.com
www.omegahms.com
CIN# U85110KA2003PTC032846

5.2.1. Average percentage of placement of outgoing students during the last five years

Omega Healthcare

Salary Components	Amount - Monthly	Amount - Yearly
Basic	9,890.00	118,680.00
House Rent Allowance	0.00	0.00
Advance Statutory Bonus	989.00	11,868.00
Special Allowance	0.00	0.00
Fixed Cash (Gross)	10,879.00	130,548.00
PF	1,187.00	14,244.00
ESI	354.00	4,248.00
Medical Insurance	0.00	0.00
Gratuity	475.00	5,700.00
Group Term Life Insurance	100.00	1,200.00
Total Benifits	2,116.00	25,392.00
Total Cost PA (CTC)		155,940.00

Authorized by

Vikram Kumar N

Talent Acquisition

Omega Healthcare Management Services Private Limited
Regd. Office: 33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017.
P: +91 80 4155 7333
US Office: 2424, North Federal Highway, Suite #205, Boca Raton, Florida 33431.
E: mail2omega@omegahms.com
www.omegahms.com
CIN# U85110KA2003PTC032846

5.2.1. Average percentage of placement of outgoing students during the last five years

Omega Healthcare

Annexure - 2

Welcome to Omega family!

To enable us to have your complete personal information, ensuring legal compliance and processing of salary and other reimbursements, you will be required to complete the following formalities on your joining at Omega Healthcare.

1. Application for Employment Form - Company Joining Report
2. Provident Fund Declaration / Nomination form - PF Form 2 & Form No 11-EPFO Declaration form (This needs to be filled in by every employee as he / she need to nominate persons(s) who would receive the

   Provident Fund amount standing to his/ her credit in the unfortunate event of his / her Death).
3. Gratuity Nomination Form F.
   (To be filled in by all employees wherein they should nominate the persons and the percentage of Gratuity Payable to

   such person in the unfortunate event of death of the employee)
4. Medical Insurance form (above 21K Gross salary) / ESIC-Employees State Insurance Scheme (Below 21 K Gross) - (as applicable)
5. NDA form – Non-Disclosure Security Agreement form.
6. Group Term Life Insurance Nomination Form
7. ID Card Application form, Transport Request form (Admin forms) & User ID - IT request form
8. Any other forms, as applicable. Salary Account opening if there is no Existing Bank account – Any Existing Bank Active Account

FOLLOWING DOCUMENTS TO BE SUBMITTED MANDATORILY ON YOUR JOINING:

A. Relieving letter/ Experience Service certificate from your previous employer.
B. Copy of last 3 months pay slips
C. Copies of all Educational certificates & Copy of Offer
D. Recent Passport size photograph - Colour Photo with good clarity & good resolution is only accepted
E. Self-ID Proof - (PAN Card/Passport/ Driving License/Voter's ID/ Ration Card/College ID)
F. Residence Proof - Permanent & Temporary/Present address proof (Passport /Driving License/ Voter's ID / Ration Card/ Mobile Bill or Telephone Bill / LIC Policy / BANK Passbook/ Electricity Bill/Gas Bill/Water Bill/Rental Agreement- (Letter from owner or Self Declaration letter required if it's not in your name)

Omega Healthcare Management Services Private Limited
Regd. Office: 33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017.
P: +91 80 4155 7333
US Office: 2424, North Federal Highway, Suite #205, Boca Raton, Florida 33431.
E: mail2omega@omegahms.com
www.omegahms.com
CIN# U85110KA2003PTC032846

5.2.1. Average percentage of placement of outgoing students during the last five years

Omega Healthcare

G. Copy of PAN Card / Acknowledgement copy of PAN Application
H. Copy of AADHAR Card is Mandatory
I. Need to be aware of PF Number, UAN, PAN number, Aadhar number, Parents DOB details, if married Spouse DOB details & Date of marriage and Physical standards i.e. (Blood Group, Height, Weight – details only required for filling the application form or nominee forms. Proof/Document is not required)
J. Existing Bank account details - Any Bank Active account for Salary - Personalized Bank cheque or Bank Statement

Our attendance cycle runs from 21st of month to the 20th of the next month. If the salary account is not opened & activated before 10th of the month, then the salary for that month would be delayed thereby causing inconvenience to the employee. A delay in disbursement of salary may also occur if the Joining Reports / Documents are incomplete. Thus, we request to please fill in all the Joining forms completely accurately and submit Mandatory documents

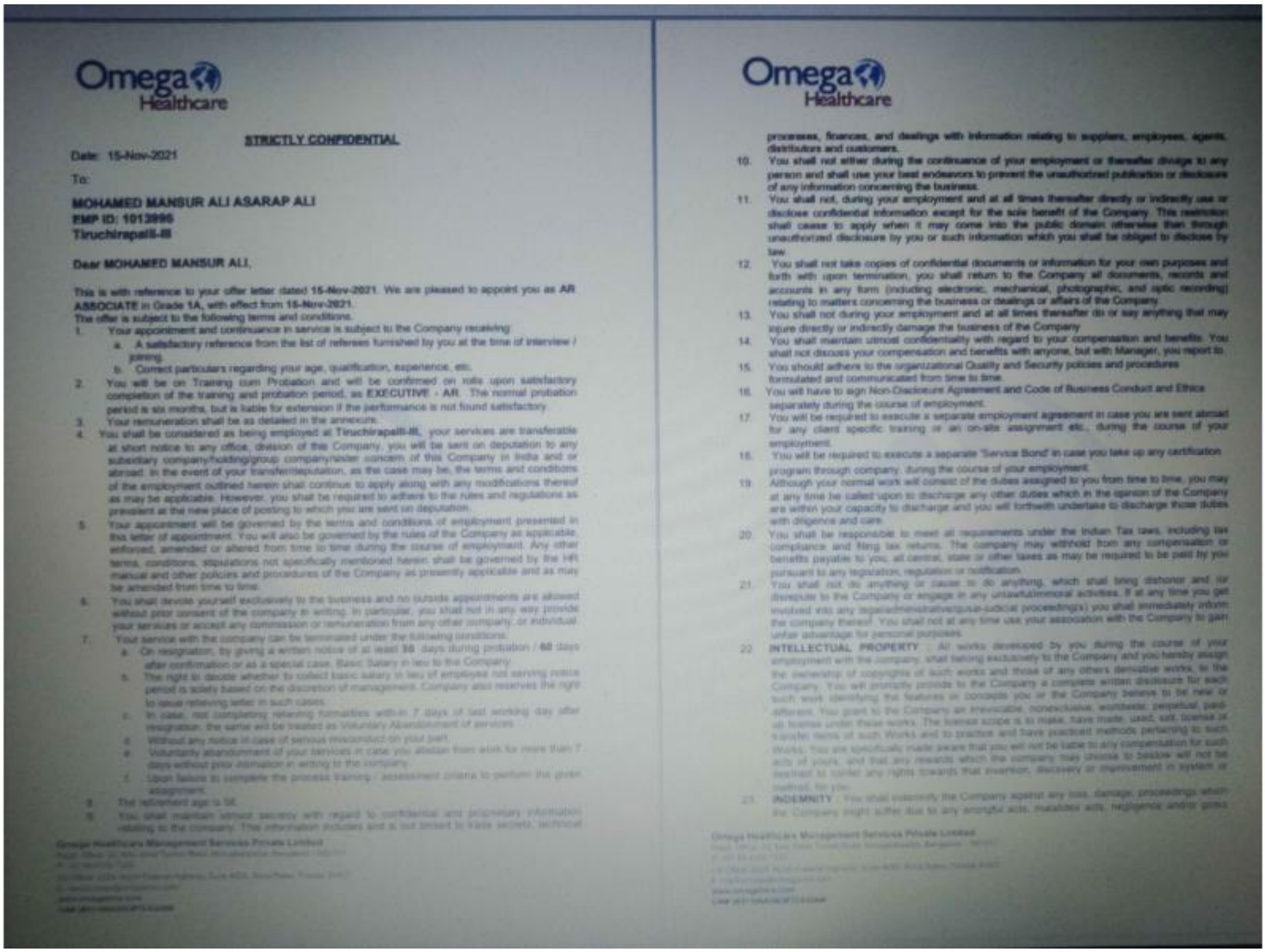
We at HR look forward to providing you with the best of services at all times. We welcome you once again and wish you all the best for a successful career at Omega.

PLEASE NOTE: YOU ARE EXPECTED TO COME IN FORMAL DRESS ON DOJ

HR Team

Omega Healthcare Management Services Private Limited
Regd. Office: 33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017.
P: +91 80 4155 7333
US Office: 2424, North Federal Highway, Suite #205, Boca Raton, Florida 33431.
E: mail2omega@omegahms.com
www.omegahms.com
CIN# U85110KA2003PTC032846

5.2.1. Average percentage of placement of outgoing students during the last five years



Omega Healthcare

STRICTLY CONFIDENTIAL

Date: 15-Nov-2021

To:

MOHAMED MANSUR ALI ASARAP ALI
EMP ID: 1013996
Tiruchirapalli-III

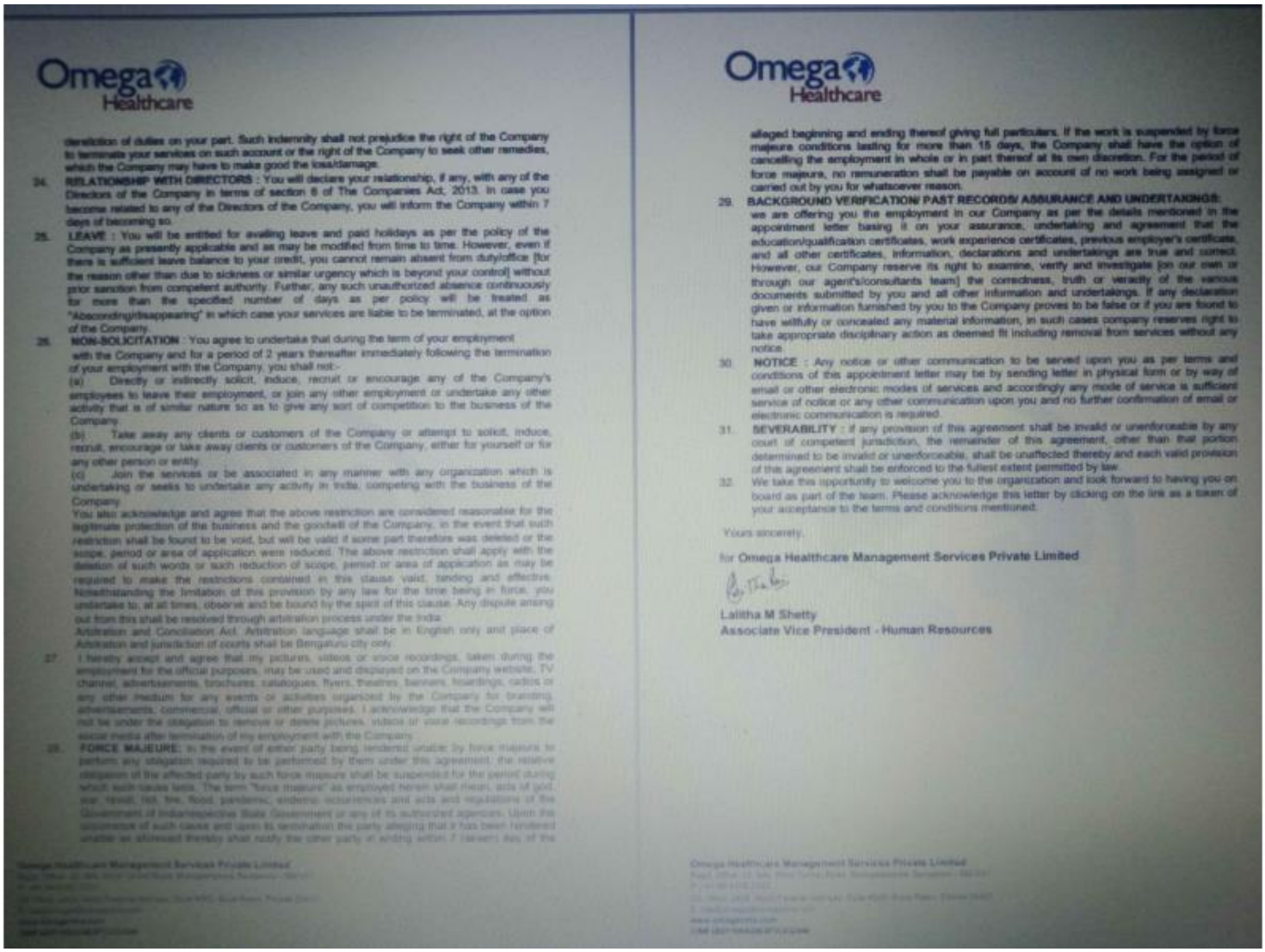
Dear MOHAMED MANSUR ALI,

This is with reference to your offer letter dated **15-Nov-2021**. We are pleased to appoint you as **AR ASSOCIATE** in Grade **1A**, with effect from **15-Nov-2021**.
The offer is subject to the following terms and conditions.

1. Your appointment and continuance in service is subject to the Company receiving:
   a. A satisfactory reference from the list of referees furnished by you at the time of interview / joining.
   b. Correct particulars regarding your age, qualification, experience, etc.
2. You will be on Training cum Probation and will be confirmed on rolls upon satisfactory completion of the training and probation period, as **EXECUTIVE - AR**. The normal probation period is six months, but is liable for extension if the performance is not found satisfactory.
3. Your remuneration shall be as detailed in the annexure.
4. You shall be considered as being employed at **Tiruchirapalli-III**, your services are transferable at short notice to any office, division of the Company, you will be sent on deputation to any subsidiary company/holding/group company/sister concern of this Company in India and or abroad. In the event of your transfer/deputation, as the case may be, the terms and conditions of the employment outlined herein shall continue to apply along with any modifications thereof as may be applicable. However, you shall be required to adhere to the rules and regulations as prevalent at the new place of posting to which you are sent on deputation.
5. Your appointment will be governed by the terms and conditions of employment presented in this letter of appointment. You will also be governed by the rules of the Company as applicable, enforced, amended or altered from time to time during the course of employment. Any other terms, conditions, stipulations not specifically mentioned herein shall be governed by the HR manual and other policies and procedures of the Company as presently applicable and as may be amended from time to time.
6. You shall devote yourself exclusively to the business and no outside appointments are allowed without prior consent of the company in writing. In particular, you shall not in any way provide your services or accept any commission or remuneration from any other company, or individual.
7. Your service with the company can be terminated under the following conditions:
   a. On resignation, by giving a written notice of at least **30** days during probation / **60** days after confirmation or as a special case, Basic Salary in lieu to the Company.
   b. The right to decide whether to collect basic salary in lieu of employee not serving notice period is solely based on the discretion of management. Company also reserves the right to issue relieving letter in such cases.
   c. In case, not completing relieving formalities within 7 days of last working day after resignation, the same will be treated as Voluntary Abandonment of services.
   d. Without any notice in case of serious misconduct on your part.
   e. Voluntarily abandonment of your services in case you abstain from work for more than 7 days without prior intimation in writing to the company.
   f. Upon failure to complete the process training / assessment criteria to perform the given assignment.
8. The retirement age is 58.
9. You shall maintain utmost secrecy with regard to confidential and proprietary information relating to the company. This information includes and is not limited to trade secrets, technical processes, finances, and dealings with information relating to suppliers, employees, agents, distributors and customers.
10. You shall not either during the continuance of your employment or thereafter divulge to any person and shall use your best endeavors to prevent the unauthorized publication or disclosure of any information concerning the business.
11. You shall not, during your employment and at all times thereafter directly or indirectly use or disclose confidential information except for the sole benefit of the Company. This restriction shall cease to apply when it may come into the public domain otherwise than through unauthorized disclosure by you or such information which you shall be obliged to disclose by law.
12. You shall not take copies of confidential documents or information for your own purposes and forth with upon termination, you shall return to the Company all documents, records and accounts in any form (including electronic, mechanical, photographic, and optic recording) relating to matters concerning the business or dealings or affairs of the Company.
13. You shall not during your employment and at all times thereafter do or say anything that may injure directly or indirectly damage the business of the Company.
14. You shall maintain utmost confidentiality with regard to your compensation and benefits. You shall not discuss your compensation and benefits with anyone, but with Manager, you report to.
15. You should adhere to the organizational Quality and Security policies and procedures formulated and communicated from time to time.
16. You will have to sign Non-Disclosure Agreement and Code of Business Conduct and Ethics separately during the course of employment.
17. You will be required to execute a separate employment agreement in case you are sent abroad for any client specific training or an on-site assignment etc., during the course of your employment.
18. You will be required to execute a separate 'Service Bond' in case you take up any certification program through company, during the course of your employment.
19. Although your normal work will consist of the duties assigned to you from time to time, 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 those duties with diligence and care.
20. You shall be responsible to meet all requirements under the Indian Tax laws, including tax compliance and filing tax returns. The company may withhold from any compensation or benefits payable to you, all central, state or other taxes as may be required to be paid by you pursuant to any legislation, regulation or notification.
21. You shall not do anything or cause to do anything, which shall bring dishonor and or disrepute to the Company or engage in any unlawful/immoral activities. If at any time you get involved into any legal/administrative/quasi-judicial proceeding(s) you shall immediately inform the company thereof. You shall not at any time use your association with the Company to gain unfair advantage for personal purposes.
22. **INTELLECTUAL PROPERTY** : All works developed by you during the course of your employment with the company, shall belong exclusively to the Company and you hereby assign the ownership of copyrights of such works and those of any others derivative works, to the Company. You will promptly provide to the Company a complete written disclosure for each such work identifying the features or concepts you or the Company believe to be new or different. You grant to the Company an irrevocable, nonexclusive, worldwide, perpetual, paid-up license under these works. The license scope is to make, have made, used, sell, license or transfer items of such Works and to practice and have practiced methods pertaining to such Works. You are specifically made aware that you will not be liable to any compensation for such acts of yours, and that any rewards which the company may choose to bestow will not be deemed to confer any rights towards that invention, discovery or improvement in system or method, to you.
23. **INDEMNITY** : You shall indemnify the Company against any loss, damage, proceedings which the Company might suffer due to any wrongful acts, malafides acts, negligence and/or gross

Omega Healthcare Management Services Private Limited

5.2.1. Average percentage of placement of outgoing students during the last five years



Omega Healthcare

dereliction of duties on your part. Such indemnity shall not prejudice the right of the Company to terminate your services on such account or the right of the Company to seek other remedies, which the Company may have to make good the loss/damage.

24. **RELATIONSHIP WITH DIRECTORS** : You will declare your relationship, if any, with any of the Directors of the Company in terms of section 6 of The Companies Act, 2013. In case you become related to any of the Directors of the Company, you will inform the Company within 7 days of becoming so.

25. **LEAVE** : You will be entitled for availing leave and paid holidays as per the policy of the Company as presently applicable and as may be modified from time to time. However, even if there is sufficient leave balance to your credit, you cannot remain absent from duty/office [for the reason other than due to sickness or similar urgency which is beyond your control] without prior sanction from competent authority. Further, any such unauthorized absence continuously for more than the specified number of days as per policy will be treated as "Absconding/disappearing" in which case your services are liable to be terminated, at the option of the Company.

26. **NON-SOLICITATION** : You agree to undertake that during the term of your employment with the Company and for a period of 2 years thereafter immediately following the termination of your employment with the Company, you shall not:-

(a) Directly or indirectly solicit, induce, recruit or encourage any of the Company's employees to leave their employment, or join any other employment or undertake any other activity that is of similar nature so as to give any sort of competition to the business of the Company.

(b) Take away any clients or customers of the Company or attempt to solicit, induce, recruit, encourage or take away clients or customers of the Company, either for yourself or for any other person or entity.

(c) Join the services or be associated in any manner with any organization which is undertaking or seeks to undertake any activity in India, competing with the business of the Company.

You also acknowledge and agree that the above restriction are considered reasonable for the legitimate protection of the business and the goodwill of the Company, in the event that such restriction shall be found to be void, but will be valid if some part therefore was deleted or the scope, period or area of application were reduced. The above restriction shall apply with the deletion of such words or such reduction of scope, period or area of application as may be required to make the restrictions contained in this clause valid, binding and effective. Notwithstanding the limitation of this provision by any law for the time being in force, you undertake to, at all times, observe and be bound by the spirit of this clause. Any dispute arising out from this shall be resolved through arbitration process under the India Arbitration and Conciliation Act. Arbitration language shall be in English only and place of Arbitration and jurisdiction of courts shall be Bengaluru city only.

27. I hereby accept and agree that my pictures, videos or voice recordings, taken during the employment for the official purposes, may be used and displayed on the Company website, TV channel, advertisements, brochures, catalogues, flyers, theatres, banners, hoardings, radios or any other medium for any events or activities organized by the Company for branding, advertisements, commercial, official or other purposes. I acknowledge that the Company will not be under the obligation to remove or delete pictures, videos or voice recordings from the social media after termination of my employment with the Company.

28. **FORCE MAJEURE**: In the event of either party being rendered unable by force majeure to perform any obligation required to be performed by them under this agreement, the relative obligation of the affected party by such force majeure shall be suspended for the period during which such cause lasts. The term "force majeure" as employed herein shall mean, acts of god, war, revolt, riot, fire, flood, pandemic, epidemic occurrences and acts and regulations of the Government of India/respective State Government or any of its authorized agencies. Upon the occurrence of such cause and upon its termination the party alleging that it has been rendered unable as aforesaid thereby shall notify the other party in writing within 7 (seven) day of the alleged beginning and ending thereof giving full particulars. If the work is suspended by force majeure conditions lasting for more than 15 days, the Company shall have the option of cancelling the employment in whole or in part thereof at its own discretion. For the period of force majeure, no remuneration shall be payable on account of no work being assigned or carried out by you for whatsoever reason.

29. **BACKGROUND VERIFICATION/ PAST RECORDS/ ASSURANCE AND UNDERTAKINGS**: we are offering you the employment in our Company as per the details mentioned in the appointment letter basing it on your assurance, undertaking and agreement that the education/qualification certificates, work experience certificates, previous employer's certificate, and all other certificates, information, declarations and undertakings are true and correct. However, our Company reserve its right to examine, verify and investigate [on our own or through our agent's/consultants team] the correctness, truth or veracity of the various documents submitted by you and all other information and undertakings. If any declaration given or information furnished by you to the Company proves to be false or if you are found to have willfully or concealed any material information, in such cases company reserves right to take appropriate disciplinary action as deemed fit including removal from services without any notice.

30. **NOTICE** : Any notice or other communication to be served upon you as per terms and conditions of this appointment letter may be by sending letter in physical form or by way of email or other electronic modes of services and accordingly any mode of service is sufficient service of notice or any other communication upon you and no further confirmation of email or electronic communication is required.

31. **SEVERABILITY** : If any provision of this agreement shall be invalid or unenforceable by any court of competent jurisdiction, the remainder of this agreement, other than that portion determined to be invalid or unenforceable, shall be unaffected thereby and each valid provision of this agreement shall be enforced to the fullest extent permitted by law.

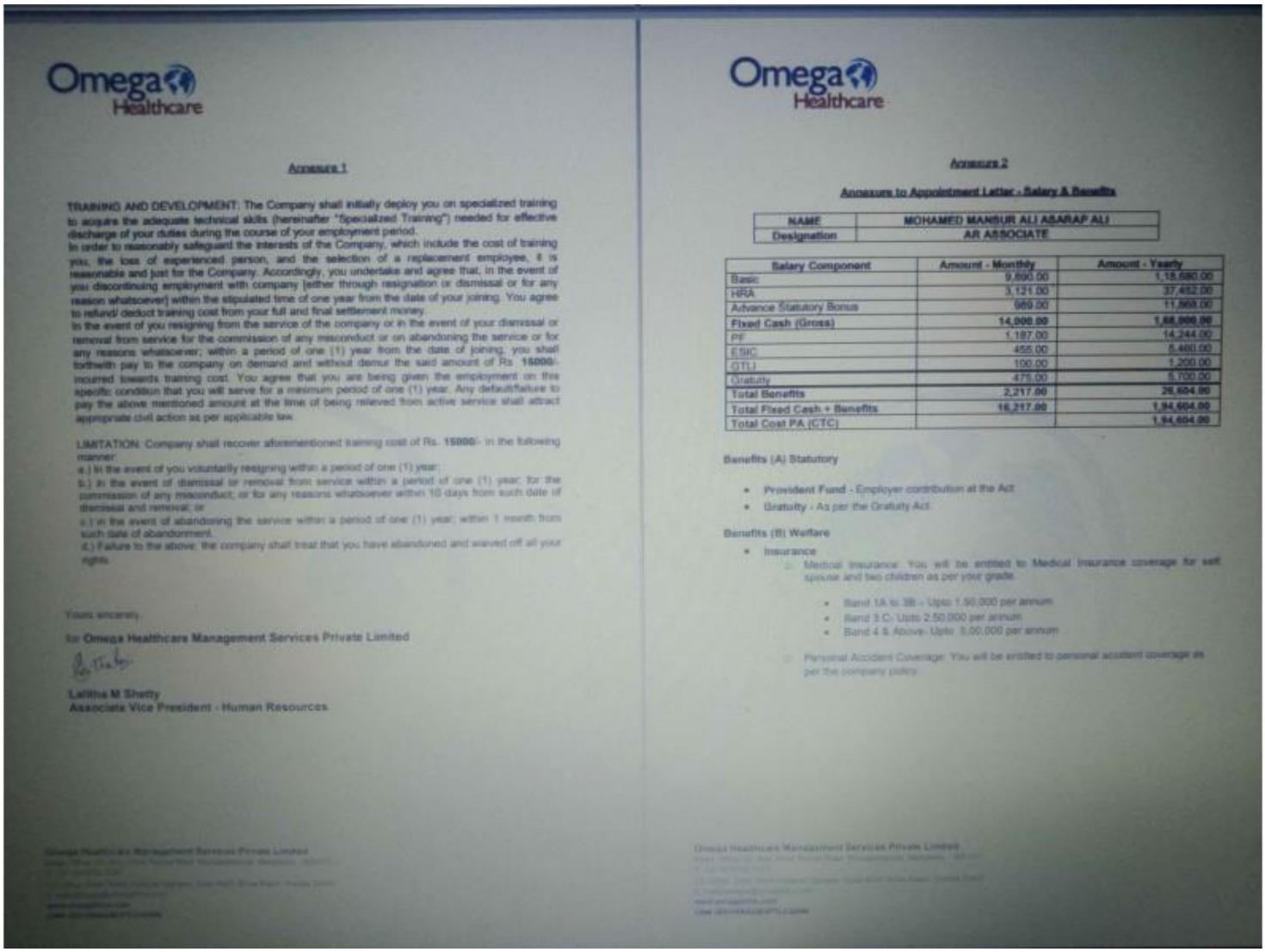
32. We take this opportunity to welcome you to the organization and look forward to having you on board as part of the team. Please acknowledge this letter by clicking on the link as a token of your acceptance to the terms and conditions mentioned.

Yours sincerely,

for Omega Healthcare Management Services Private Limited

Lalitha M Shetty
Associate Vice President - Human Resources

5.2.1. Average percentage of placement of outgoing students during the last five years



Omega Healthcare

Annexure 1

TRAINING AND DEVELOPMENT: The Company shall initially deploy you on specialized training to acquire the adequate technical skills (hereinafter "Specialized Training") needed for effective discharge of your duties during the course of your employment period.
In order to reasonably safeguard the interests of the Company, which include the cost of training you, the loss of experienced person, and the selection of a replacement employee, it is reasonable and just for the Company. Accordingly, you undertake and agree that, in the event of you discontinuing employment with company [either through resignation or dismissal or for any reason whatsoever] within the stipulated time of one year from the date of your joining. You agree to refund/ deduct training cost from your full and final settlement money.
In the event of you resigning from the service of the company or in the event of your dismissal or removal from service for the commission of any misconduct or on abandoning the service or for any reasons whatsoever; within a period of one (1) year from the date of joining, you shall forthwith pay to the company on demand and without demur the said amount of Rs. **15000/-** incurred towards training cost. You agree that you are being given the employment on this specific condition that you will serve for a minimum period of one (1) year. Any default/failure to pay the above mentioned amount at the time of being relieved from active service shall attract appropriate civil action as per applicable law.

LIMITATION: Company shall recover aforementioned training cost of Rs. **15000/-** in the following manner:
a.) In the event of you voluntarily resigning within a period of one (1) year;
b.) In the event of dismissal or removal from service within a period of one (1) year; for the commission of any misconduct, or for any reasons whatsoever within 10 days from such date of dismissal and removal; or
c.) In the event of abandoning the service within a period of one (1) year; within 1 month from such date of abandonment.
d.) Failure to the above; the company shall treat that you have abandoned and waived off all your rights.

Yours sincerely,

for **Omega Healthcare Management Services Private Limited**

Lalitha M Shetty
Associate Vice President - Human Resources

Omega Healthcare

Annexure 2

Annexure to Appointment Letter - Salary & Benefits

NAME	MOHAMED MANSUR ALI ASARAF ALI
Designation	AR ASSOCIATE

Salary Component	Amount - Monthly	Amount - Yearly
Basic	9,890.00	1,18,680.00
HRA	3,121.00	37,452.00
Advance Statutory Bonus	989.00	11,868.00
Fixed Cash (Gross)	**14,000.00**	**1,68,000.00**
PF	1,187.00	14,244.00
ESIC	455.00	5,460.00
GTLI	100.00	1,200.00
Gratuity	475.00	5,700.00
Total Benefits	**2,217.00**	**26,604.00**
Total Fixed Cash + Benefits	**16,217.00**	**1,94,604.00**
Total Cost PA (CTC)		**1,94,604.00**

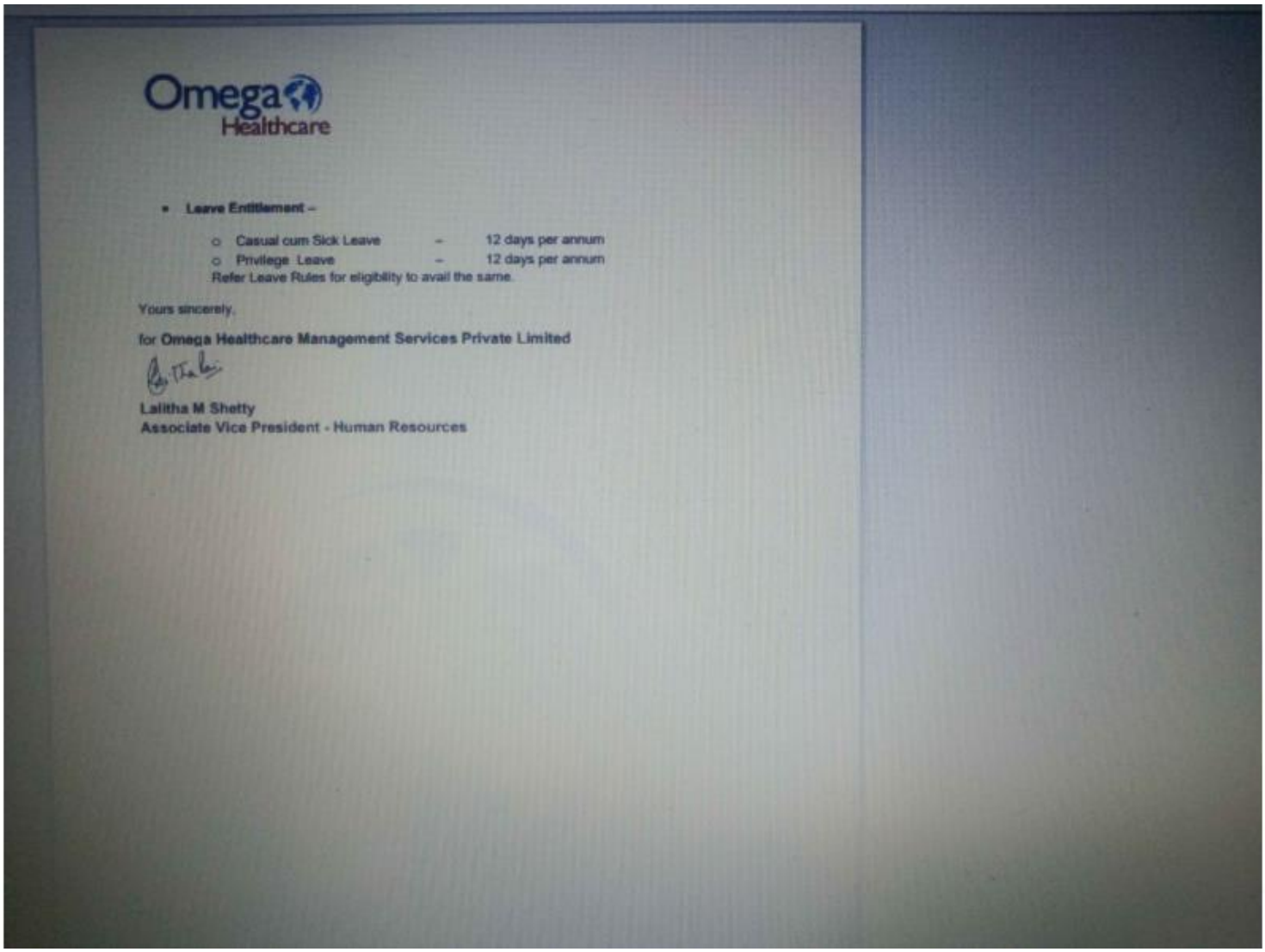
Benefits (A) Statutory

- **Provident Fund** - Employer contribution at the Act
- **Gratuity** - As per the Gratuity Act

Benefits (B) Welfare

- Insurance
  - Medical Insurance: You will be entitled to Medical Insurance coverage for self, spouse and two children as per your grade.
    - Band 1A to 3B - Upto 1,50,000 per annum
    - Band 3 C- Upto 2,50,000 per annum
    - Band 4 & Above- Upto 5,00,000 per annum
  - Personal Accident Coverage: You will be entitled to personal accident coverage as per the company policy.

5.2.1. Average percentage of placement of outgoing students during the last five years



Omega Healthcare

- **Leave Entitlement –**
  - Casual cum Sick Leave – 12 days per annum
  - Privilege Leave – 12 days per annum

  Refer Leave Rules for eligibility to avail the same.

Yours sincerely,

for **Omega Healthcare Management Services Private Limited**

Lalitha M Shetty
Associate Vice President - Human Resources

5.2.1. Average percentage of placement of outgoing students during the last five years



5.2.1. Average percentage of placement of outgoing students during the last five years



Department : Human Resources
D.O.J. : 18.08.2021
D.O.B : 14.02.1999
Blood Group : B+ ve
Employee Contact : 88384 83586
Emergency Contact: 90039 36606
Resi. Address : No12/89, Nehru Nagar,
Sundakkamuthur post,
Coimbatore - 641 010.

Authorised Signatory Employee Signature

ORANGE SORTING MACHINES (INDIA) PRIVATE LIMITED
Registered Office
SF No. 90/3, Adhavan Industrial Estate,
Athipalayam Road, Chinnavedampatti,
Coimbatore - 641 049. Tamil Nadu, India.
+91 422 4528888

5.2.1. Average percentage of placement of outgoing students during the last five years



PARISONS AGROTECH PVT. LTD

Parisons

E/O/153/2021
26/03/2021

Mr. Usama VK,
S/O Ibrahim
Vallacara Kandiyil (HO),
Puliyavu (PO),
Nadapuram, Calicut
673509

Sub: Offer Letter for the position of Asst QC Chemist Trainee.

Dear Mr. Usama VK,

We are pleased to offer you the position of Asst QC Chemist Trainee as discussed by us and you are requested to join us on 01/04/2021. If there is any change in the date of joining, it can be taken under consideration.

Your total consolidated salary will be as discussed, subject to various deductions as per company and government policy.

The roles and responsibilities and other terms and conditions of your employment will be specified with your letter of appointment.

We welcome you to Parisons Family and hope it would be the beginning of a long and mutually beneficial association.

Kindly acknowledge the duplicate copy of this letter as an acceptance of this offer.

Yours truly,

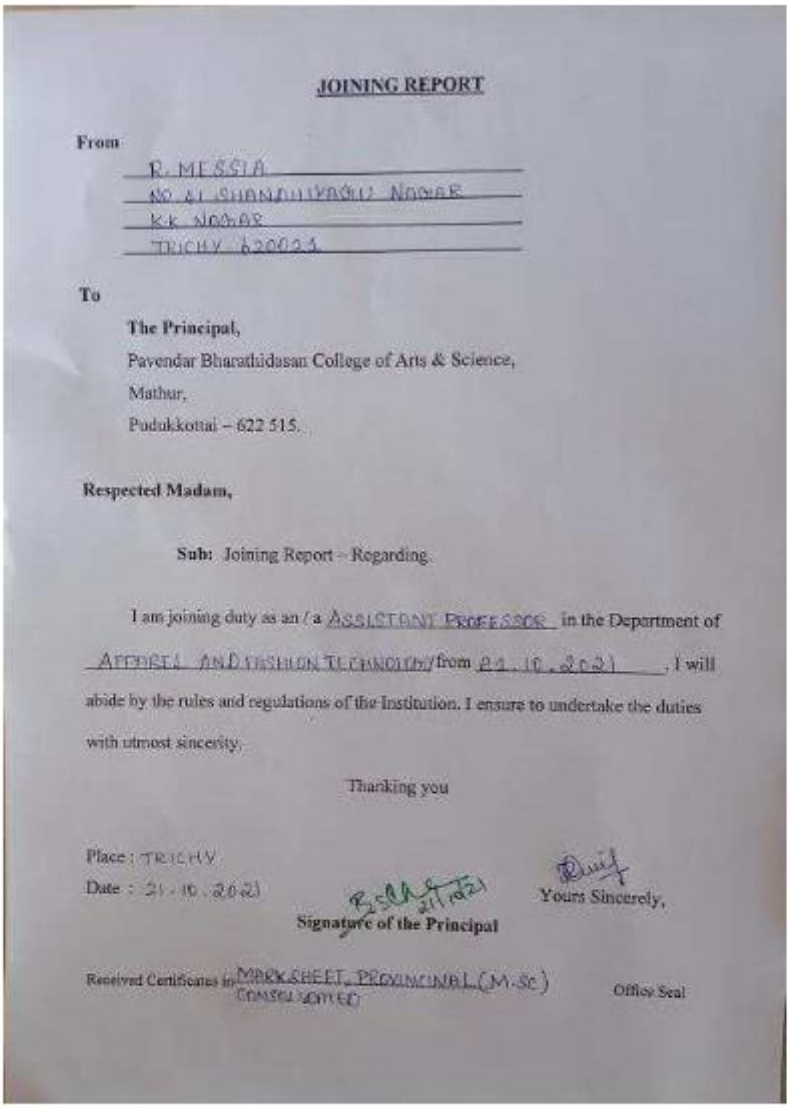
For PARISONS AGROTECH PVT LTD,

Habeebu Rahman .T.P
Manager (HR)

PARISONS AGROTECH (P) LTD CALICUT-32

Regd.Office | 6/1183, Kunhipari Buildings, Cherootty Road, Calicut - 673 032
Factory | West Hill-Chungam, Calicut-673 005, Tel: +91 495 2381460, 2381461, Fax: 2382254

5.2.1. Average percentage of placement of outgoing students during the last five years



JOINING REPORT

From

R. MESSIA
NO.41 SHANMUGAVADU NAGAR
K.K NAGAR
TRICHY 620021

To

The Principal,
Pavendar Bharathidasan College of Arts & Science,
Mathur,
Pudukkottai – 622 515.

Respected Madam,

Sub: Joining Report – Regarding.

I am joining duty as an / a ASSISTANT PROFESSOR in the Department of APPAREL AND FASHION TECHNOLOGY from 21.10.2021, I will abide by the rules and regulations of the Institution. I ensure to undertake the duties with utmost sincerity.

Thanking you

Place : TRICHY
Date : 21.10.2021

Yours Sincerely,

Signature of the Principal

Received Certificates in MARK SHEET, PROVISIONAL (M.Sc) CONSOLIDATED

Office Seal

5.2.1. Average percentage of placement of outgoing students during the last five years

Reach Higher
PINNACLE SOLUTIONS

Cell : 86675 13082
94894 01965

Email : pinnacletiruchi@gmail.com
web : www.pinnacletiruchi.in

Appointment letter

April 05,2021

Dear MOHAMED ASIF S

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Networking Engineer under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Networking Engineer** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
2. **Place of Work:**
   - Your initial posting will be at our Trichy office. Your place of work may be changed to any other location to address business / client requirement as directed by the Company.
   - You may be required to visit to the client site within and / or outside India.
3. **Remuneration:**
   - Your annual fixed CTC will be **Rs. 2,64,000 p.a. (Rupees Two Lakhs Sixty Four Thousand)** the breakup of this compensation will be shared with you separately by HR.
4. **Probation Period:**
   - You will be on a probationary period of 6 months from date of joining the period of which may be extended at Company's discretion Based on your performance and confirmation review, action on confirmation of your employment will be taken as directed by Company policy and will be communicated to you in writing.
5. **Notice Period:**
   - During the probation (including any extension), services may be terminated by either party, giving written notice to one week or payment salary in Lieu of thereof.

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Reach Higher
PINNACLE SOLUTIONS

Cell : 86675 13082
94894 01965

Email : pinnacletiruchi@gmail.com
web : www.pinnacletiruchi.in

Appointment letter

April 05,2021

Dear KATHIRESAN M

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Networking Engineer under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Networking Engineer** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
2. **Place of Work:**
   - Your initial posting will be at our Trichy office. Your place of work may be changed to any other location to address business / client requirement as directed by the Company.
   - You may be required to visit to the client site within and / or outside India.
3. **Remuneration:**
   - Your annual fixed CTC will be **Rs. 2,64,000 p.a. (Rupees Two Lakhs Sixty Four Thousand)** the breakup of this compensation will be shared with you separately by HR.
4. **Probation Period:**
   - You will be on a probationary period of 6 months from date of joining the period of which may be extended at Company's discretion Based on your performance and confirmation review, action on confirmation of your employment will be taken as directed by Company policy and will be communicated to you in writing.
5. **Notice Period:**
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PINNACLE SOLUTIONS TRICHY

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web : www.pinnacletiruchi.in

Appointment letter

April 05,2021

Dear HEMALATHA T

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Python Trainer under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Python Trainer** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
2. **Place of Work:**
   - Your initial posting will be at our Trichy office. Your place of work may be changed to any other location to address business / client requirement as directed by the Company.
   - You may be required to visit to the client site within and / or outside India.
3. **Remuneration:**
   - Your annual fixed CTC will be **Rs. 2,40,000 p.a. (Rupees Two Lakhs Forty Eight Thousand)** the breakup of this compensation will be shared with you separately by HR.
4. **Probation Period:**
   - You will be on a probationary period of 6 months from date of joining the period of which may be extended at Company's discretion Based on your performance and confirmation review, action on confirmation of your employment will be taken as directed by Company policy and will be communicated to you in writing.
5. **Notice Period:**
   - During the probation (including any extension), services may be terminated by either party, giving written notice to one week or payment salary in Lieu of thereof.

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Email : pinnacletiruchi@gmail.com
web : www.pinnacletiruchi.in

Appointment letter

April 05,2021

Dear HARIRAM A

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Testing Specialist under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Testing Specialist** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
2. **Place of Work:**
   - Your initial posting will be at our Trichy office. Your place of work may be changed to any other location to address business / client requirement as directed by the Company.
   - You may be required to visit to the client site within and / or outside India.
3. **Remuneration:**
   - Your annual fixed CTC will be **Rs. 2,64,000 p.a**. (**Rupees Two Lakhs Sixty Four Thousand**) the breakup of this compensation will be shared with you separately by HR.
4. **Probation Period:**
   - You will be on a probationary period of 6 months from date of joining the period of which may be extended at Company's discretion Based on your performance and confirmation review, action on confirmation of your employment will be taken as directed by Company policy and will be communicated to you in writing.
5. **Notice Period:**
   - During the probation (including any extension), services may be terminated by either party, giving written notice to one week or payment salary in Lieu of thereof.

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Email : pinnacletiruchi@gmail.com
web : www.pinnacletiruchi.in

Appointment letter

April 05,2021

Dear ANITHA M

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Testing Specialist under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Testing Specialist** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
2. **Place of Work:**
   - Your initial posting will be at our Trichy office. Your place of work may be changed to any other location to address business / client requirement as directed by the Company.
   - You may be required to visit to the client site within and / or outside India.
3. **Remuneration:**
   - Your annual fixed CTC will be **Rs. 2,64,000 p.a. (Rupees Two Lakhs Sixty Four Thousand)** the breakup of this compensation will be shared with you separately by HR.
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   - You will be on a probationary period of 6 months from date of joining the period of which may be extended at Company's discretion Based on your performance and confirmation review, action on confirmation of your employment will be taken as directed by Company policy and will be communicated to you in writing.
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Appointment letter

April 05,2021

Dear ARAVIND V

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Networking Engineer under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Networking Engineer** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
2. **Place of Work:**
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   - You may be required to visit to the client site within and / or outside India.
3. **Remuneration:**
   - Your annual fixed CTC will be **Rs. 2,64,000 p.a**. **(Rupees Two Lakhs Sixty Four Thousand)** the breakup of this compensation will be shared with you separately by HR.
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Email : pinnacletiruchi@gmail.com
web : www.pinnacletiruchi.in

Appointment letter

April 05,2021

Dear CHANDRU T

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Oracle Trainer under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Oracle Trainer** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
2. **Place of Work:**
   - Your initial posting will be at our Trichy office. Your place of work may be changed to any other location to address business / client requirement as directed by the Company.
   - You may be required to visit to the client site within and / or outside India.
3. **Remuneration:**
   - Your annual fixed CTC will be **Rs. 2,88,000 p.a. (Rupees Two Lakhs Eighty Eight Thousand)** the breakup of this compensation will be shared with you separately by HR.
4. **Probation Period:**
   - You will be on a probationary period of 6 months from date of joining the period of which may be extended at Company's discretion Based on your performance and confirmation review, action on confirmation of your employment will be taken as directed by Company policy and will be communicated to you in writing.
5. **Notice Period:**
   - During the probation (including any extension), services may be terminated by either party, giving written notice to one week or payment salary in Lieu of thereof.

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web : www.pinnacletiruchi.in

Appointment letter

April 05,2021

Dear DINESH KUMAR T

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Oracle Trainer under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Oracle Trainer** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
2. **Place of Work:**
   - Your initial posting will be at our Trichy office. Your place of work may be changed to any other location to address business / client requirement as directed by the Company.
   - You may be required to visit to the client site within and / or outside India.
3. **Remuneration:**
   - Your annual fixed CTC will be **Rs. 2,88,000 p.a.** (**Rupees Two Lakhs Eighty Eight Thousand**) the breakup of this compensation will be shared with you separately by HR.
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Appointment letter

April 05,2021

Dear FAMEENA BEGUM M

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Python Trainer under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Python Trainer** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
2. **Place of Work:**
   - Your initial posting will be at our Trichy office. Your place of work may be changed to any other location to address business / client requirement as directed by the Company.
   - You may be required to visit to the client site within and / or outside India.
3. **Remuneration:**
   - Your annual fixed CTC will be **Rs. 2,40,000 p.a.** (**Rupees Two Lakhs Forty Eight Thousand**) the breakup of this compensation will be shared with you separately by HR.
4. **Probation Period:**
   - You will be on a probationary period of 6 months from date of joining the period of which may be extended at Company's discretion Based on your performance and confirmation review, action on confirmation of your employment will be taken as directed by Company policy and will be communicated to you in writing.
5. **Notice Period:**
   - During the probation (including any extension), services may be terminated by either party, giving written notice to one week or payment salary in Lieu of thereof.

PINNACLE SOLUTIONS TRICHY

No.19/4, 1st Floor, Jailaniya 2nd Street, Ponmalai, Service Road, Subramaniyapuram, Trichy - 620 020.

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5.2.1. Average percentage of placement of outgoing students during the last five years

Reach Higher
PINNACLE SOLUTIONS

Cell : 86675 13082
94894 01965

Email : pinnacletiruchi@gmail.com
web : www.pinnacletiruchi.in

Appointment letter

April 05,2021

Dear GOKUL V

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Testing Specialist under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Testing Specialist** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
2. **Place of Work:**
   - Your initial posting will be at our Trichy office. Your place of work may be changed to any other location to address business / client requirement as directed by the Company.
   - You may be required to visit to the client site within and / or outside India.
3. **Remuneration:**
   - Your annual fixed CTC will be **Rs. 2,64,000 p.a**. **(Rupees Two Lakhs Sixty Four Thousand)** the breakup of this compensation will be shared with you separately by HR.
4. **Probation Period:**
   - You will be on a probationary period of 6 months from date of joining the period of which may be extended at Company's discretion Based on your performance and confirmation review, action on confirmation of your employment will be taken as directed by Company policy and will be communicated to you in writing.
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web : www.pinnacletiruchi.in

Appointment letter

April 05,2021

Dear AKSHAIYA G

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Testing Specialist under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Testing Specialist** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
2. **Place of Work:**
   - Your initial posting will be at our Trichy office. Your place of work may be changed to any other location to address business / client requirement as directed by the Company.
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Appointment letter

April 05,2021

Dear YASMIN BEGAM S

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Oracle Trainer under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Oracle Trainer** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
2. **Place of Work:**
   - Your initial posting will be at our Trichy office. Your place of work may be changed to any other location to address business / client requirement as directed by the Company.
   - You may be required to visit to the client site within and / or outside India.
3. **Remuneration:**
   - Your annual fixed CTC will be **Rs. 2,88,000 p.a. (Rupees Two Lakhs Eighty Eight Thousand)** the breakup of this compensation will be shared with you separately by HR.
4. **Probation Period:**
   - You will be on a probationary period of 6 months from date of joining the period of which may be extended at Company's discretion Based on your performance and confirmation review, action on confirmation of your employment will be taken as directed by Company policy and will be communicated to you in writing.
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Appointment letter

April 05,2021

Dear VIJAY K

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Java Trainer under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Java Trainer** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
2. **Place of Work:**
   - Your initial posting will be at our Trichy office. Your place of work may be changed to any other location to address business / client requirement as directed by the Company.
   - You may be required to visit to the client site within and / or outside India.
3. **Remuneration:**
   - Your annual fixed CTC will be **Rs. 2,88,000 p.a.** **(Rupees Two Lakhs Eighty Eight Thousand)** the breakup of this compensation will be shared with you separately by HR.
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Appointment letter

April 05,2021

Dear THASLEEM NASRIN S

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Oracle Trainer under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Oracle Trainer** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
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Appointment letter

April 05,2021

Dear THILSATH BEGAM S

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Web Desinger under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Web Designer** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
2. **Place of Work:**
   - Your initial posting will be at our Trichy office. Your place of work may be changed to any other location to address business / client requirement as directed by the Company.
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3. **Remuneration:**
   - Your annual fixed CTC will be **Rs. 2,40,000 p.a. (Rupees Two Lakhs Forty Eight Thousand)** the breakup of this compensation will be shared with you separately by HR.
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Appointment letter

April 05,2021

Dear THARIK ABDUL AZEEZ H

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Oracle Trainer under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Oracle Trainer** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
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web : www.pinnacletiruchi.in

Appointment letter

April 05,2021

Dear SHEIK ABDULLA K

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Java Trainer under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Java Trainer** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
2. **Place of Work:**
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94894 01965

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web : www.pinnacletiruchi.in

Appointment letter

April 05,2021

Dear SHALINI K

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Python Trainer under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Python Trainer** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
2. **Place of Work:**
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web : www.pinnacletiruchi.in

Appointment letter

April 05,2021

Dear SELVAKUMAR N

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Java Trainer under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Java Trainer** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
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web : www.pinnacletiruchi.in

Appointment letter

April 05,2021

Dear SANJAI S

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Python Trainer under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Python Trainer** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
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3. **Remuneration:**
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web : www.pinnacletiruchi.in

Appointment letter

April 05,2021

Dear RUKSANA BEGAM N

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Testing Specialist under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Testing Specialist** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
2. **Place of Work:**
   - Your initial posting will be at our Trichy office. Your place of work may be changed to any other location to address business / client requirement as directed by the Company.
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3. **Remuneration:**
   - Your annual fixed CTC will be **Rs. 2,64,000 p.a. (Rupees Two Lakhs Sixty Four Thousand)** the breakup of this compensation will be shared with you separately by HR.
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web : www.pinnacletiruchi.in

Appointment letter

April 05,2021

Dear RAHUL K

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Networking Engineer under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Networking Engineer** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
2. **Place of Work:**
   - Your initial posting will be at our Trichy office. Your place of work may be changed to any other location to address business / client requirement as directed by the Company.
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3. **Remuneration:**
   - Your annual fixed CTC will be **Rs. 2,64,000 p.a. (Rupees Two Lakhs Sixty Four Thousand)** the breakup of this compensation will be shared with you separately by HR.
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Appointment letter

April 05,2021

Dear PRAVEEN K

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Networking Engineer under the following terms and conditions:

1. **Date of Joining:**
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Appointment letter

April 05,2021

Dear PADMA PRIYA G R

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Web Desinger under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Web Designer** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
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Appointment letter

April 05,2021

Dear NASEEMA BANU M

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Web Desinger under the following terms and conditions:

1. **Date of Joining:**
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5.2.1. Average percentage of placement of outgoing students during the last five years

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PINNACLE SOLUTIONS

Cell : 86675 13082
94894 01965

Email : pinnacletiruchi@gmail.com
web : www.pinnacletiruchi.in

Appointment letter

April 05,2021

Dear MUKESH KANNA B

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Web Desinger under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Web Designer** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
2. **Place of Work:**
   - Your initial posting will be at our Trichy office. Your place of work may be changed to any other location to address business / client requirement as directed by the Company.
   - You may be required to visit to the client site within and / or outside India.
3. **Remuneration:**
   - Your annual fixed CTC will be **Rs. 2,40,000 p.a**. **(Rupees Two Lakhs Forty Eight Thousand)** the breakup of this compensation will be shared with you separately by HR.
4. **Probation Period:**
   - You will be on a probationary period of 6 months from date of joining the period of which may be extended at Company's discretion Based on your performance and confirmation review, action on confirmation of your employment will be taken as directed by Company policy and will be communicated to you in writing.
5. **Notice Period:**
   - During the probation (including any extension), services may be terminated by either party, giving written notice to one week or payment salary in Lieu of thereof.

PINNACLE SOLUTIONS TRICHY

No.19/4, 1st Floor, Jailaniya 2nd Street, Ponmalai, Service Road, Subramaniyapuram, Trichy - 620 020.

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5.2.1. Average percentage of placement of outgoing students during the last five years

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PINNACLE SOLUTIONS

Cell : 86675 13082
94894 01965

Email : pinnacletiruchi@gmail.com
web : www.pinnacletiruchi.in

Appointment letter

April 05,2021

Dear MOHAMED YASIN N

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Web Desinger under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Web Designer** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
2. **Place of Work:**
   - Your initial posting will be at our Trichy office. Your place of work may be changed to any other location to address business / client requirement as directed by the Company.
   - You may be required to visit to the client site within and / or outside India.
3. **Remuneration:**
   - Your annual fixed CTC will be **Rs. 2,40,000 p.a**. **(Rupees Two Lakhs Forty Eight Thousand)** the breakup of this compensation will be shared with you separately by HR.
4. **Probation Period:**
   - You will be on a probationary period of 6 months from date of joining the period of which may be extended at Company's discretion Based on your performance and confirmation review, action on confirmation of your employment will be taken as directed by Company policy and will be communicated to you in writing.
5. **Notice Period:**
   - During the probation (including any extension), services may be terminated by either party, giving written notice to one week or payment salary in Lieu of thereof.

PINNACLE SOLUTIONS TRICHY

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Reach Higher
PINNACLE SOLUTIONS
Cell : 86675 13082
94894 01965
Email : pinnacletiruchi@gmail.com
web : www.pinnacletiruchi.in

Appointment letter

April 05,2021

Dear MOHAMED THOWFIC K

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Java Trainer under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Java Trainer** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
2. **Place of Work:**
   - Your initial posting will be at our Trichy office. Your place of work may be changed to any other location to address business / client requirement as directed by the Company.
   - You may be required to visit to the client site within and / or outside India.
3. **Remuneration:**
   - Your annual fixed CTC will be **Rs. 2,88,000 p.a. (Rupees Two Lakhs Eighty Eight Thousand)** the breakup of this compensation will be shared with you separately by HR.
4. **Probation Period:**
   - You will be on a probationary period of 6 months from date of joining the period of which may be extended at Company's discretion Based on your performance and confirmation review, action on confirmation of your employment will be taken as directed by Company policy and will be communicated to you in writing.
5. **Notice Period:**
   - During the probation (including any extension), services may be terminated by either party, giving written notice to one week or payment salary in Lieu of thereof.

PINNACLE SOLUTIONS TRICHY

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5.2.1. Average percentage of placement of outgoing students during the last five years

Reach Higher
PINNACLE SOLUTIONS

Cell : 86675 13082
94894 01965

Email : pinnacletiruchi@gmail.com
web : www.pinnacletiruchi.in

Appointment letter

April 05,2021

Dear MOHAMED THAMEEM ANSARI S

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Python Trainer under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Python Trainer** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
2. **Place of Work:**
   - Your initial posting will be at our Trichy office. Your place of work may be changed to any other location to address business / client requirement as directed by the Company.
   - You may be required to visit to the client site within and / or outside India.
3. **Remuneration:**
   - Your annual fixed CTC will be **Rs. 2,40,000 p.a**. **(Rupees Two Lakhs Forty Eight Thousand)** the breakup of this compensation will be shared with you separately by HR.
4. **Probation Period:**
   - You will be on a probationary period of 6 months from date of joining the period of which may be extended at Company's discretion Based on your performance and confirmation review, action on confirmation of your employment will be taken as directed by Company policy and will be communicated to you in writing.
5. **Notice Period:**
   - During the probation (including any extension), services may be terminated by either party, giving written notice to one week or payment salary in Lieu of thereof.

PINNACLE SOLUTIONS TRICHY

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PINNACLE SOLUTIONS

Cell : 86675 13082
94894 01965

Email : pinnacletiruchi@gmail.com
web : www.pinnacletiruchi.in

Appointment letter

April 05,2021

Dear MOHAMED FAZIL I

We welcome you to **Pinnacle Solutions, Tiruchirappalli** and are pleased to confirm your appointment for the position of Java Trainer under the following terms and conditions:

1. **Date of Joining:**
   - You are being appointed as **Java Trainer** in **Pinnacle Solutions, Tiruchirappalli** with effect from dated June 16 2021.
2. **Place of Work:**
   - Your initial posting will be at our Trichy office. Your place of work may be changed to any other location to address business / client requirement as directed by the Company.
   - You may be required to visit to the client site within and / or outside India.
3. **Remuneration:**
   - Your annual fixed CTC will be **Rs. 2,88,000 p.a**. **(Rupees Two Lakhs Eighty Eight Thousand)** the breakup of this compensation will be shared with you separately by HR.
4. **Probation Period:**
   - You will be on a probationary period of 6 months from date of joining the period of which may be extended at Company's discretion Based on your performance and confirmation review, action on confirmation of your employment will be taken as directed by Company policy and will be communicated to you in writing.
5. **Notice Period:**
   - During the probation (including any extension), services may be terminated by either party, giving written notice to one week or payment salary in Lieu of thereof.

PINNACLE SOLUTIONS TRICHY

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5.2.1. Average percentage of placement of outgoing students during the last five years

Jamal Mohamed <placement@jmc.edu>

2021 - Selected students in POn Pure Logistics - MBA - Reg.

3 messages

JAMAL INSTITUTE OF MANAGEMENT TRICHY <jimplacement@gmail.com> Mon, Apr 5, 2021 at 10:13 AM
To: jamal guidance jamal <guidancejmc@yahoo.co.in>, Jamal Mohamed <placement@jmc.edu>

FYI

Thanks & Regards,
Kumaraguru A
Placement Officer
Jamal Institute of Management,
Jamal Mohamed College (Autonomous),
Trichy
91766-01822

---------- Forwarded message ---------
From: **prawin** <prawin@ponpurelogistics.com>
Date: Tue, Mar 23, 2021 at 4:20 PM
Subject: Documents & Data Required
To: JAMAL INSTITUTE OF MANAGEMENT TRICHY <jimplacement@gmail.com>
Cc: Joshua.A <a.joshua@ponpurelogistics.com>

Dear Sir,

Request you to ask the student to fill the attached file & Share the below documents.

1. Aadhar Card
2. Resume
3. Educational Certificate

Note: Documents & Data to be sent before tomorrow EOD.

Regards

Sai Prawin.K

HRBP

From: prawin [mailto:prawin@ponpurelogistics.com]
Sent: 08 March 2021 12:34
To: 'JAMAL INSTITUTE OF MANAGEMENT TRICHY'
Cc: 'Joshua.A'
Subject: RE: ZOOM Interview Login for NAPS

Dear Sir,

5.2.1. Average percentage of placement of outgoing students during the last five years

Please find the selected candidate for your reference.

Reg. No.	Name of the Student
19MBA015	JAMAL MAIDHEEN K
19MBA039	JEEVA S
19MBA040	ABIVARMAN K
19MBA044	MOHAMED PAZURUL RAHMAN Z
19MBA048	SHEIK MOHAMED JAHABAR M
19MBA064	MUTHUKRISHNAN M
19MBA066	NAFIZ H
19MBA074	SATHIK BASHA A
19MBA079	THARIQ AJEES H
19MBA082	MOHAMED AFRUDEEN N
19MBA083	MOHAMED FASHIL M
19MBA085	MOHAMED ASFAR M

Regards

Sai Prawin.K

HRBP

Pon Pure Logistics Private Limited

No – 1420, 2nd Floor, 13th Main Road

Anna Nagar,Chennai – 600040

Mobile: +91 – 8939645893

jamal guidance jamal <guidancejmc@yahoo.co.in> Sat, Nov 13, 2021 at 3:27 PM
To: Jamal Mohamed <placement@jmc.edu>

5.2.1. Average percentage of placement of outgoing students during the last five years

Co-Ordinator
Placement Cell
Jamal Mohamed College
Tiruchirappalli - 620 020
Mobile: 98431-15771

[Quoted text hidden]

---

jamal guidance jamal <guidancejmc@yahoo.co.in> Sat, Nov 13, 2021 at 3:28 PM
To: Jamal Mohamed <placement@jmc.edu>

Co-Ordinator
Placement Cell
Jamal Mohamed College
Tiruchirappalli - 620 020
Mobile: 98431-15771

----- Forwarded message -----
From: JAMAL INSTITUTE OF MANAGEMENT TRICHY <jimplacement@gmail.com>
To: jamal guidance jamal <guidancejmc@yahoo.co.in>; Jamal Mohamed <placement@jmc.edu>
Sent: Monday, 5 April, 2021, 10:13:02 am IST
Subject: 2021 - Selected students in POn Pure Logistics - MBA - Reg.

[Quoted text hidden]

5.2.1. Average percentage of placement of outgoing students during the last five years

QUESS

Date : 28-Jul-2021

Name : SHEIK ABDHULLAH R
Address : 9/6, MELA KARIKARA STREET, BEEMANAGAR, TRICHY - 620001
Employee Code : AS513224

Dear Sir / Madam,

We are pleased to appoint you in our organization as **JUNIOR RELATIONSHIP OFFICER** (**Grade – E1**) in the **RETAIL ASSETS MORTGAGE LAP BRANCH** department on the following terms and conditions:

1. **Commencement / Term:**

You are required to join our organization on or before **30-Jul-21** . Your place of work shall presently be at **TRICHY**.

You will be on orientation period of 6 (Six) months and up on satisfactory performance your confirmation will be due. However the company reserves the rights to extend your orientation for a certain period which will be notified to you.

The responsibilities and tasks assigned to you under this Appointment letter synchronize with the definite time line schedules of completion of various project assignments mutually agreed by our company, with our esteemed client Axis Bank. As our employee, you shall perform your services in a professional manner and shall ensure that the time bound tasks are substantially completed as may be mutually agreed and reviewed on case to case basis by your Reporting authority.

2. **Remuneration :**

Your remuneration would be set as follows :

Compensation	Monthly (Rs)	Annual (Rs)
Basic	4449	53388
HRA	2225	26700
Bonus	1750	21000
Special Allowance	957	11484
Mobile Allowance	500	6000
Employer Provident Fund	919	11028
Employer ESIC	322	3864
Gratuity	214	2568
CTC	**11336**	**136032**

Salary and grade offered to you as above is based on the representation made by you during your interactions with the Company officials and / or documents submitted by you. In case of any discrepancy, company reserves the right to alter / modify / withdraw the offer made to you.

3. Gratuity :

Employee will be eligible for payment of Gratuity subject to fulfillment of the payment of Gratuity Act of 1972.

4. Incentive Scheme :

You will participate in the Sales Incentive Scheme and would receive incentives based on your performance and contribution to the organization as per the scheme. We will be happy to discuss this with you on your joining us. Kindly note that you will not have any right to claim any performance incentive from the company, if you resign or abscond of if you are separated from the company for whatsoever reason.

It is further agreed between you and company that the incentive payable if any, based on your performance and productivity is in lieu of any other bonus including bonus based on profits payable under any law.

5. Transfer :

The Organization shall have the right to transfer you to any of its offices or group companies in India that is in existence or may come into existence at a future date.

6. Leave :

You will be eligible for leave as per company rules subject to approval from the competent authority. It may be noted that leaves cannot be deemed as granted unless sanctioned by competent authority. No leaves can be taken during probation period. Women employees who have completed working 80 days with the organization shall be eligible for Maternity leave as per the policy.

7. Unauthorized Leave / Absence :

If you are on unauthorized leave and absent for more than seven (7) days without any intimation to the company then it would be deemed that you are not interested in continuing with the organization and you would be automatically ceased to be an employee of the organization and in such a case you will be terminated from the services of the company with or without any intimation

8. Job Profile :

Your duties and responsibilities will be explained to you on your joining the organization. However, you shall execute and perform all such duties that may be assigned to you by the organization and the organization reserves its right to change this at its discretion.

9. Professional Ethics and Confidentiality :

While you are in the services of the organization, you are not permitted to carry on any other business or profession or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the company and will not divulge to any person / third party or utilize any of the organization's confidential information or other related

information (which you may possess by reason of your association with the organization) outside the organization.

10. Notice Period:

During the probation period either party can terminate the services by giving 3 days' notice or Basic salary in lieu thereof at organization's discretion. After confirmation, either party can terminate the services by giving 7 days' notice or Basic salary in lieu thereof at organization's discretion. After successful completion of orientation period either party may terminate the employment under this Appointment letter by issuing 7 days' notice in writing or payment in lieu thereof. You will be liable to submit all the company's assets, data etc provided during your tenure in the company for carrying official duties at the time of separation from the company. Please note that you are required to complete the exit formalities within 7 days from your last working day for processing your final settlement dues, if any. Company will not be liable to pay the final settlement dues (if any) in the event of non-completion of exit formalities within 7 days.

11. Reference Check

Your appointment will be subject to satisfactory reference checks. Please furnish the names of two references who have supervised you in professional capacity at same stage in your academic / professional career.

12. Termination of Employment :

Your services with the organization are liable to be terminated in the event of :

a) Any breach of the conditions mentioned in this letter on your part,
b) Any incorrect information furnished by you
c) Suppression of any material information by you ; and
d) Your performance level is below the expected level and / or the business target, as set out for you from time to time, has not been achieved by you.
e) Violation of Company's (client's) code of conduct.

13. Retirement / Statutory Benefits :

You will be eligible for Retirement Benefits of the organization namely Provident Fund and Gratuity as per the company policy which will be governed by relevant laws to this effect

14. Change in the Personal Details :

You shall intimate the Company about any change of your residential address (permanent and or current), qualification and other personal details within five days from the date of change of such details.
Your residential address records with the company will be treated as official address and will be used for all official communications with you. In case of non intimation of change in your residential address to the company, any correspondence to your last known address will be treated as communication received by the employee.

5.2.1. Average percentage of placement of outgoing students during the last five years

QUESS

The terms and conditions of employment set out in this letter of appointment constitutes service conditions to your employment in the organization in addition to the code of conduct and other laid down guidelines. The organization reserves the right to change the terms and conditions of your employment set out in this letter of Appointment. Any future changes in the company policies, rules, regulations and your employment terms will supersede the terms and conditions mentioned in this letter. The courts in **Mumbai** will have exclusive jurisdiction with regards to any dispute.

Kindly note that you are required to sign the copy of this letter as a token of your acceptance and return it to us immediately. In case we do not receive your acknowledgement copy within a period of 15 days from the date of joining, receipt of first salary by you will be conclusive proof of your acceptance of the terms and conditioned mentioned herein.

A list of documents to be submitted at the time of joining is given for your information.
We look forward to your contribution to the organization and hope that we will have a mutually fulfilling relationship

With warm regards,
For **IKYA Human Capital Solutions** (A division of Quess Corp Limited)

Tej Hans Raj Singh
Vice President - Operations | Staffing

I have read and understood the above mentioned terms and conditions of the Contract. I voluntarily accept the same. I shall abide to the terms and conditions mentioned therein and any amendments from time to time.

Name: SHEIK ABDHULLAH R Signature:.....

Emp Id: AS513224

Place:..... Date:.....

5.2.1. Average percentage of placement of outgoing students during the last five years

QUESS

Date: Mar 07, 2021
Offer No : QS2150430

STERLIN MARY
TRICHY
TRICHY
TAMIL NADU

FIXED TERM EMPLOYMENT CONTRACT

Dear **STERLIN MARY**

We are pleased to offer you employment at QUESS Corp Limited for a fixed period of employment as per the following terms:

DEPUTATION:

You are deputed to Client site under this Contract. The terms of employment is exclusively with QUESS, the employee shall never be deemed to be the employee of the client, where you have been deputed under this Contract.

You will with effect from MAR 22, 2021 be deputed by QUESS, to work at client's office / premises at any of their locations.

During the course of your contract,youcan be transferred to a location within the territory of india as and required by Quess for rendering the services under this contract

TENURE:

The term of your Contract shall be valid from MAR 22, 2021 to FEB 21, 2022.

COTERMINOUS:

Notwithstanding the Tenure of this Contract, in the event of the project / work / deputation for which you are being employed terminates before your Contract end period, this Contract shall be coterminous with the project / work.

LOCATION:

L. Sterlin Mary

Ikya Confidential *Offer No : QS2150430*
Page 1
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QUESS Corp Limited (Formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
http//:www.quesscorp.com | Toll Free No: 1800-572-3333

TO CHECK IF YOUR OFFER LETTER IS GENUINE.
Open the camera on your smart phone and scan.

5.2.1. Average percentage of placement of outgoing students during the last five years

QUESS

You are required to work at client's location at COIMBATORE.

POSITION:

You are appointed as BRANCH RELATIONSHIP EXECUTIVE.

REMUNERATION:

The details of your salary break up with components are as per the enclosure attached herewith.

EXTENSION:

Unless otherwise notified to you in writing this contract of employment would be valid FEB 21, 2022 from the date of you joining QUESS. This contract may be considered for an extension depending on the client and QUESS's requirements. The extension of contract period would be considered on fresh terms as agreed between you and QUESS through a separate mutually executed contract of employment. QUESS shall inform you in writing of the extension requirements.

WORKING HOURS:

You will follow the working hours of the client where you will be deputed. You may have to work on shifts, based on the client's requirement. Your attendance will be maintained by the Reporting Officer of the client, which needs to be mandatorily sent to the contact person at QUESS within the cut-off date as mutually agreed for pay-roll processing.

TERMINATION & SUSPENSION:

At the time of termination of the employment either due to termination by either you or the Company or upon the lapse of the term of employment, if there are any dues owing from you to the Company, the same may be adjusted against any monies due to you by the Company on account of salary including bonus or any other payment owned to you under the terms of your employment.

During the tenure of your Contract, any deviation or misconduct in any form that were noticed by

L. Stanlin Mary

QUESS Corp Limited (Formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
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5.2.1. Average percentage of placement of outgoing students during the last five years

QUESS

the company or if there are any breach of internal policies or any regulation that was mutually agreed to be complied with, QUESS or principal employer has the rights and authority to suspend your services until you are notified to resume work in writing. QUESS reserves all such right to withheld full or a portion of your salary during such suspension period.

NOTICE PERIOD:

In the eventuality if you wish to separate from the organization you will need to give 7 day's notice in writing. The Contract can be terminated at the discretion of QUESS subject to 7 day's notice.

However due to breach of code of conduct, misbehavior or indiscipline etc, then in such cases, QUESS will have / reserve rights to terminate immediately without giving notice period.

INDEMNITY:

You shall be responsible for protecting any property of the Client entrusted to you in the due discharge of your duties and you shall indemnify the client if there is a loss of any kind to the said property.

CODE OF CONDUCT:

You shall not engage in any act subversive of discipline in the course of your duty/ies for the Client either within the Client's organization or outside it, and if you were at any time found indulging in such act/s, the Company shall reserve the right to initiate disciplinary action as is deemed fit against you.

HOLIDAYS:

You will be entitled to paid holidays in a year as notified by the company from time to time.

ADDRESS FOR COMMUNICATION:

The address of communication for the purpose of service of notice and other official communication to the company shall be the registered address of the company. The address of communication and service of notice and other official communication is the address set out as

L. Starlin Mary

QUESS Corp Limited (Formerly IKYA Human Capital Solutions)
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QUESS

above and your present residential address namely. In the event there is a change in your address, you shall inform the same in writing to the Management and that shall be the address last furnished by you, shall be deemed to be sufficient for communication and shall be deemed to be effective on you.

BACKGROUND VERIFICATION:

The company reserves the right to have your back ground verified directly or through an outside agency. If on such verification it is found that you have furnished wrong information or concealed any material information your services are liable to be terminated.

ABSENTEEISM:

You should be regular and punctual in your attendance. If you remain absent for 5 consecutive working days or more without sanction of leave or prior permission or if you over stay sanctioned leave beyond 5 consecutive working days or more it shall be deemed that you have voluntarily abandonment your employment with the company and your services are liable to be terminated accordingly.

RULES AND REGULATIONS:

You shall be bound by the Rules & Regulations framed by the company from time to time in relation to conduct, discipline and other service conditions which will be deemed as Rules, Regulation and order and shall form part and parcel of this letter of appointment.

OTHER TERMS OF CONTRACT:

In addition to the terms of appointment mentioned above, you are also governed by the standard employment rules of QUESS (as per Associate Manual). The combined rules and procedures as contained in this letter will constitute the standard employment rules and you are required to read both of them in conjunction.

JURISDICTION:

Notwithstanding the place of working or placement or the normal or usual residence of the employee concerned or the place where this instrument is signed or executed this Contract shall

L. Stanlin Mary

QUESS Corp Limited (Formerly IKYA Human Capital Solutions)
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only subject to the jurisdiction of the High Court of Judicature of Karnataka at Bangalore and its subordinate Courts.

DEEMED CANCELLATION OF CONTRACT:

The Contract stands cancelled and revoked if you do not report to duty within 3 days from the date of joining & your act will be construed as deemed and implied rejection of the offer of employment from your side; hence no obligation would arise on the part of the company in lieu of such Employment Contract issued.

You shall report to work on Mar 22 2021 at the clients place.

You are requested to bring the following documents at the time of joining:

1. Educational Certificates
2. Experience Letter / Relieving letter
3. Latest month pay slip
4. Photo ID proof
5. Address Proof
6. 5 passport size photographs
7. PAN card
8. UAN Card
9. Aadhaar Card

Here's wishing you the very best in your assignment with us and as a token of your understanding and accepting of the standard terms of employment, you are requested to sign the duplicate copy of this letter and return to us within a day.

With warm regards,

For **QUESS Corp Limited.**

Tej Hans Raj Singh
COO Staffing

Ikya Confidential *Offer No : QS2150430*
Page 5
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QUESS Corp Limited (Formerly IKYA Human Capital Solutions)
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5.2.1. Average percentage of placement of outgoing students during the last five years

QUESS

I have read and understood the above mentioned terms and conditions of the Contract. I voluntarily accept the same. I shall abide to the terms and conditions mentioned therein and any amendments from time to time.

Name:..... Signature:.....

Place:.....
Date:.....

mportant : All the above mentioned terms and conditions will come in force from your date of joining, in case of no acceptance received before the first salary it would be deemed as acknowledged and accepted by you on receipt of your first salary.

L. Stelin Mary

Ikya Confidential *Offer No : QS2150430*
Page 6
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QUESS Corp Limited (Formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
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5.2.1. Average percentage of placement of outgoing students during the last five years

QUESS

Compensation Sheet

Offer No: **QS2150430** Associate Name: **STERLIN MARY**
Designation: **branch relationship executive** Location: **COIMBATORE**

Pay Heads	Rs. Monthly Pay	Rs. Annual Pay
Basic	12500	150000
Statutory_bonus	1041	12492
City Compensatory Allowance	644	7728
Gross Salary	**14185**	**170220**

Employer's Contribution		
Employer Provident Fund	1709	20508
Employer_esi	462	5544
Total Contribution	**2171**	**26052**
Cost to Company: (CTC)	**16356**	**196272**

Deduction: (Subjected to change)		
Employee Esi	107	1284
Provident Fund	1578	18936
Total Deduction	**1685**	**20220**
Net Take Home	**12500**	**150000**

Dear Associate,

Please download the WorQ App on your mobile for a host of benefits

- Access all your HR Documents (PaySlip, Offer Letter, PF/ESIC/Insurance Nos, Form 16
- Get Digital ID Card
- Get Easy Access to Quess helpline
- Get access to Quess Marqet to get lucrative offers specifically for Quess Associates
- Get host of learning opportunities

L. Sterlin Mary

Ikya Confidential *Offer No : QS2150430*
Page 7
This is a system generated letter

QUESS Corp Limited (Formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
http//:www.quesscorp.com | Toll Free No: 1800-572-3333

TO CHECK IF YOUR OFFER LETTER IS GENUINE.
Open the camera on your smart phone and scan.

5.2.1. Average percentage of placement of outgoing students during the last five years

QUESS

You will receive your User Id / Password & Company ID by sms to your registered mobile No.

For any issues in login to WorQ app, please email to help@quesscorp.com.
Please mention your

- Offer No :QS2150430
- Name :STERLIN MARY
- Mobile No

Link to download WorQ
Play Store (Android) - https://goo.gl/rqsMnr
App Store (iOS) - https://goo.gl/DmHpEj

L. Sterlin Mary

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QUESS

DISCLAIMER

To whomsoever it may Concern

I,STERLIN MARY , Offer ID QS2150430, hereby given my consent to use my signature in all statutory forms and any other compliance documents/COC used by employer related to my employment. I also confirm that the signatures provided by me are best matched to my original signatures. Also, in consent to my details being shared with any Govt. Agency/Bank/Client/Background verification Partners.

Associate Name:

Associate Signature:

L. Sterlin Mary

This is a system generated letter

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Rahman Computer Spares
Computer Peripherals & Accessories
B-8, Jenne Plaza, No.5, Bharathiyar Salai, Tiruchirappalli - 620 001. Ph : 2413666, 2411568 E-mail : rcstrichy@yahoo.co.in TIN : 33453520750

REF NO: RCS/2021/006

7th March, 2021

Mr. Asharudeen B
Jamal Mohamed College

Subject: Letter of Appointment
Dear Mr. Asharudeen B

This has reference to your application and subsequent interviews you have had with **RAHMAN COMPUTER SPARES, Tiruchirappalli**. We are pleased to appoint you as **Service Engineer** at **Tiruchirappalli**. Your employment will be governed by the following terms and conditions:

1. ***Monthly Gross Salary***

You will be paid a Monthly Gross Salary of **Rs. 21,000/- (Rupees Twenty One Thousand Only)** per month.

2. ***Working Hours***

Your working hours will be 10 am to 7:30 pm as per the current company policy. The company observes a 6 day work a week.

3. ***Date of Appointment***

Your date of appointment as per company records is **16th June 2021**

4. ***Salary Increase***

Increase in your salary will be reviewed periodically as per the policy of the Company. Increments in the salary range will be on the basis of demonstrated results and effectiveness of performance during the period of review.

5. ***Probation Period***

You will be on probation for a period of **Two months** from the date of your appointment. On satisfactory completion of the probation period, you will be confirmed in service.

If not confirmed after two months, this order will continue to be in operation, and the probation period will stand extended automatically till further notice.

6. ***Leave***

You will be governed by the current Leave Policy of the company for permanent employees

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5.2.1. Average percentage of placement of outgoing students during the last five years

Rahman Computer Spares
Computer Peripherals & Accessories
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REF NO: RCS/2021/008

7th March, 2021

Mr. Amir Sohail E
Jamal Mohamed College

Subject: Letter of Appointment
Dear Mr. Amir Sohail E

This has reference to your application and subsequent interviews you have had with **RAHMAN COMPUTER SPARES, Tiruchirappalli**. We are pleased to appoint you as **Marketing Executive** at **Tiruchirappalli**. Your employment will be governed by the following terms and conditions:

1. ***Monthly Gross Salary***

You will be paid a Monthly Gross Salary of **Rs. 22,000/- (Rupees Twenty Two Thousand Only)** per month.

2. ***Working Hours***

Your working hours will be 10 am to 7:30 pm as per the current company policy. The company observes a 6 day work a week.

3. ***Date of Appointment***

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6. ***Leave***

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REF NO: RCS/2021/001

7th March, 2021

Mr. Ashrafali A
Jamal Mohamed College

Subject: Letter of Appointment
Dear Mr. Ashrafali A

This has reference to your application and subsequent interviews you have had with **RAHMAN COMPUTER SPARES, Tiruchirappalli**. We are pleased to appoint you as **Networking Engineer** at **Tiruchirappalli**. Your employment will be governed by the following terms and conditions:

1. ***Monthly Gross Salary***

You will be paid a Monthly Gross Salary of **Rs. 24,000/- (Rupees Twenty Four Thousand Only)** per month.

2. ***Working Hours***

Your working hours will be 10 am to 7:30 pm as per the current company policy. The company observes a 6 day work a week.

3. ***Date of Appointment***

Your date of appointment as per company records is **16th June 2021**

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6. ***Leave***

You will be governed by the current Leave Policy of the company for permanent employees

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REF NO: RCS/2021/002

7th March, 2021

Mr. Bharathan T
Jamal Mohamed College

Subject: Letter of Appointment
Dear Mr. Bharathan T

This has reference to your application and subsequent interviews you have had with **RAHMAN COMPUTER SPARES, Tiruchirappalli**. We are pleased to appoint you as **Networking Engineer** at **Tiruchirappalli**. Your employment will be governed by the following terms and conditions:

1. ***Monthly Gross Salary***

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6. ***Leave***

You will be governed by the current Leave Policy of the company for permanent employees

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5.2.1. Average percentage of placement of outgoing students during the last five years

Rahman Computer Spares
Computer Peripherals & Accessories

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REF NO: RCS/2021/003

7th March, 2021

Mr. Mohamed Rasik Bareeth A
Jamal Mohamed College

Subject: Letter of Appointment
Dear Mr. Mohamed Rasik Bareeth A

This has reference to your application and subsequent interviews you have had with **RAHMAN COMPUTER SPARES, Tiruchirappalli**. We are pleased to appoint you as **Networking Engineer** at **Tiruchirappalli**. Your employment will be governed by the following terms and conditions:

1. ***Monthly Gross Salary***

You will be paid a Monthly Gross Salary of **Rs. 24,000/- (Rupees Twenty Four Thousand Only)** per month.

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5. ***Probation Period***

You will be on probation for a period of **Two months** from the date of your appointment. On satisfactory completion of the probation period, you will be confirmed in service.

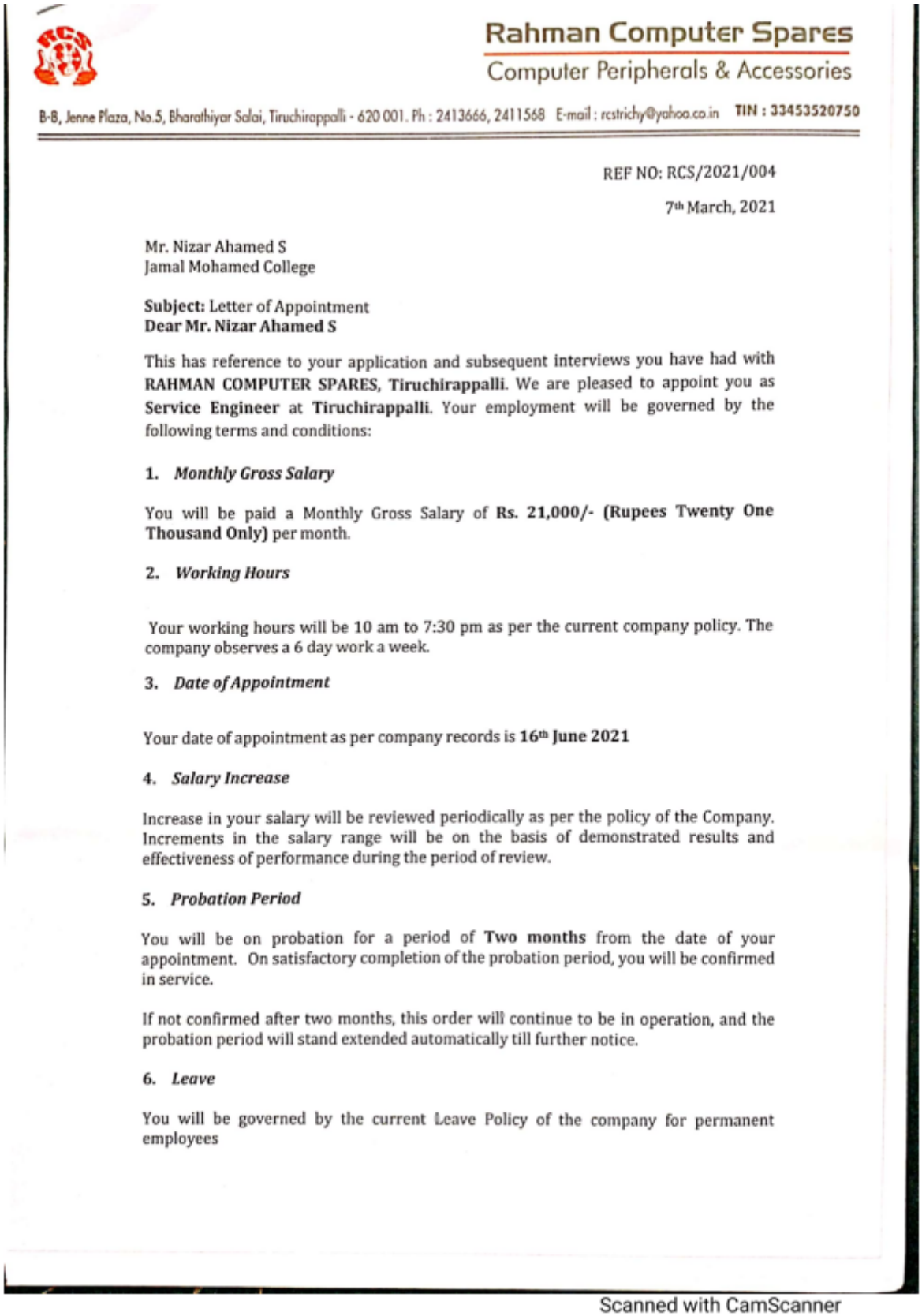
If not confirmed after two months, this order will continue to be in operation, and the probation period will stand extended automatically till further notice.

6. ***Leave***

You will be governed by the current Leave Policy of the company for permanent employees

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5.2.1. Average percentage of placement of outgoing students during the last five years



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REF NO: RCS/2021/004

7th March, 2021

Mr. Nizar Ahamed S
Jamal Mohamed College

Subject: Letter of Appointment
Dear Mr. Nizar Ahamed S

This has reference to your application and subsequent interviews you have had with **RAHMAN COMPUTER SPARES, Tiruchirappalli**. We are pleased to appoint you as **Service Engineer** at **Tiruchirappalli**. Your employment will be governed by the following terms and conditions:

1. ***Monthly Gross Salary***

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3. ***Date of Appointment***

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6. ***Leave***

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REF NO: RCS/2021/005

7th March, 2021

Mr. Tamilarasan J
Jamal Mohamed College

Subject: Letter of Appointment
Dear Mr. Tamilarasan J

This has reference to your application and subsequent interviews you have had with **RAHMAN COMPUTER SPARES, Tiruchirappalli**. We are pleased to appoint you as **Service Engineer** at **Tiruchirappalli**. Your employment will be governed by the following terms and conditions:

1. ***Monthly Gross Salary***

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2. ***Working Hours***

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4. ***Salary Increase***

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6. ***Leave***

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REF NO: RCS/2021/009

7th March, 2021

Mr. Deva T
Jamal Mohamed College

Subject: Letter of Appointment
Dear Mr. Deva T

This has reference to your application and subsequent interviews you have had with **RAHMAN COMPUTER SPARES, Tiruchirappalli**. We are pleased to appoint you as **Marketing Executive** at **Tiruchirappalli**. Your employment will be governed by the following terms and conditions:

1. ***Monthly Gross Salary***

You will be paid a Monthly Gross Salary of **Rs. 22,000/- (Rupees Twenty Two Thousand Only)** per month.

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REF NO: RCS/2021/010

7th March, 2021

Mr. Rizwana K
Jamal Mohamed College

Subject: Letter of Appointment
Dear Mr. Rizwana K

This has reference to your application and subsequent interviews you have had with **RAHMAN COMPUTER SPARES, Tiruchirappalli**. We are pleased to appoint you as **Accountant** at **Tiruchirappalli**. Your employment will be governed by the following terms and conditions:

1. ***Monthly Gross Salary***

You will be paid a Monthly Gross Salary of **Rs. 15,000/- (Rupees Fifteen Thousand Only)** per month.

2. ***Working Hours***

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Rahman Computer Spares
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REF NO: RCS/2021/007

7th March, 2021

Mr. Dilber Zaman E V
Jamal Mohamed College

Subject: Letter of Appointment
Dear Mr. Dilber Zaman E V

This has reference to your application and subsequent interviews you have had with **RAHMAN COMPUTER SPARES, Tiruchirappalli**. We are pleased to appoint you as **Marketing Executive** at **Tiruchirappalli**. Your employment will be governed by the following terms and conditions:

1. ***Monthly Gross Salary***

You will be paid a Monthly Gross Salary of **Rs. 22,000/- (Rupees Twenty Two Thousand Only)** per month.

2. ***Working Hours***

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5.2.1. Average percentage of placement of outgoing students during the last five years

REBEL FOODS PRIVATE LIMITED

PaySlip	1	Payslip for the month	Oct - 2021	Branch	Trichy
Emp Code	52723	Employee Name	Dharshini Ragupathi	Basic	
Grade	10 Hours	Department	Operation	Designation	BRAND CHEF II
ESIC No	6382103354	PF No		Division	KTH413
Joining Dt	16-Apr-2021				

Days Paid	31.00	Days Present	30.00	W.Off/Pd.Off	0.00 / 1.00	LWP/Absent	0.00 / 0.00
SL	0.00	CL	0.00	PL	0.00	CO + / CO -	0.00 / 0.00
Bal. SL	0	Bal. CL	0	Bal. PL	0	Bal. CO	0

Earnings	Amount	Deductions & Recoveries	Amount
BASIC	12143.00	PF	1586.00
WASHING ALLOWANCE	1000.00	E.S.I.C	96.00
OTHER ALLOWANCE	70.00	P.TAX	220.00
HOLIDAY PAYMENT	426.00	SALARY ADVANCE	60.00
INCENTIVE	60.00	OTHER DEDUCTION	55.00
Amount Total :	13699.00	Amount Total :	2017.00
		Net Pay :	11682
Net Pay : Eleven Thousand Six Hundred Eighty Two Rupees			

5.2.1. Average percentage of placement of outgoing students during the last five years

Reliance RETAIL

Ref: HR/SEP/21/B1/59313623/60178068/1001028230 **Date: 03 September, 2021**

Mr. Abdullah Abdullah
West street,Puthanatham,
Tiruchirappalli.
Tiruchirappalli 621310
Tamil Nadu, India

Dear **Mr. Abdullah**

This is with reference to your application and subsequent interview you had with us.

We are pleased to offer you employment as **Department Manager in Trainee** in **Assistant Manager - B1 grade** in our business on the following terms and conditions:

1. PLACE OF POSTING:

Your initial posting will be at **Chennai,Tamil Nadu**.

However, during employment with the Company, you may be posted at any other location in India or abroad, without any additional remuneration. Further your services may be transferred to any other Reliance Group Company.

This offer is subject to your joining us on or before 10 September, 2021.

2. COMPENSATION:

Your compensation on a Cost to Company (CTC) basis will be **Rs. 2,75,000/- (Rupees Two Lac(s) Seventy Five Thousand Only) per annum** and will be payable as under. Please refer to Annexure 1A for detailed breakup of your CTC.

i. **Fixed Pay: Rs. 2,75,000/- (Rupees Two Lac(s) Seventy Five Thousand Only) per annum.**

This includes Basic Pay and Choice Pay that consists of other allowances, benefits, perquisites etc. as per the compensation policy of the company.

ii. **Retirals: Rs. 25,680/- (Rupees Twenty Five Thousand Six Hundred Eighty Only) per annum.**

This includes:
- Provident Fund @ 12% of PF Wages (i.e. Basic Pay + Personnel Special Allowance, wherever paid) and may be capped at applicable Statutory Wage Limit or actual PF Wages depending on company policy.
- Gratuity @4.81% of Basic Pay and paid as per provisions of The Payment of Gratuity Act 1972.

3. GENERAL:

You may choose components of your CTC as per your requirement, being referred as Choice Pay. In the year of joining and leaving the Company, the CTC will be pro-rated based on the number of days you are in the employment of the Company.

The available CTC components along with limits have been detailed in Annexure 1B.

The components within each category of payment are discretionary and the Company has the right to change these components at any time without notice. Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

5.2.1. Average percentage of placement of outgoing students during the last five years

Reliance RETAIL

The Annexure 1A and the detailed "Terms & Conditions of Employment" in Annexure 2 together sets forth the terms and conditions under which the Company would employ you and become effective from the date you join the Company. Your acceptance of the offer of employment would be on the basis of these terms and conditions of employment.

You are requested to sign and return to the Company a copy of this letter containing Annexure 1A and "Terms & Conditions of Employment" in Annexure 2, as confirmation of your acceptance.

This offer and appointment letter shall automatically stand withdrawn in case we do not receive your acknowledgement and acceptance within ten days from issue of this letter.

We wish you a long and successful association with us.

Sincerely yours,
For Reliance Retail Limited

Ankur Shukla
Head - Human Resources

ACKNOWLEDGEMENT & ACCEPTANCE

I have read and understood all terms and conditions relating to my appointment/ employment and declare that I hereby unconditionally and irrevocably accept the same.

I shall report for duty on _____

SIGNATURE: _____ **DATE:** _____

5.2.1. Average percentage of placement of outgoing students during the last five years

Reliance RETAIL

	Annexure 1A		
	Name: Abdullah Abdullah		
	EARNINGS		
	CTC Components	**Proposed CTC (Rs.)**	
		Monthly	**Annual**
	A. Fixed Pay		
1	Basic Pay	9,838	1,18,058
	Choice Pay		
2	Conveyance	**Refer to Annexure 1B**	
3	Fuel & Maintenance	**Refer to Annexure 1B**	
4	Leave Travel Allowance	**Refer to Annexure 1B**	
5	Medical Reimbursement	**Refer to Annexure 1B**	
6	Bonus*	1,968	23,612
7	Residual Choice Pay	4,052	48,622
	Housing		
8	House Rent Allowance	4,919	59,029
	Retirals		
9	PF - Employer Contribution	1,667	20,002
10	Gratuity (4.81% of Basic)	473	5,679
	Total Fixed Pay [A]	22,917	2,75,000
	Total CTC (A)	22,917	2,75,000

Note: The above amounts are the maximum permissible limits. On joining, you may change the same to suit your needs.

(*) In case of employees that are entitled to Bonus under the Payment of Bonus Act 1965.
(**) For Insurance Premium debits, please refer Annexure 1B

	Insurance (Pay Slip Debit As Per Grade)	**Monthly**	**Annual**
	GPA Insurance Premium		
	Group Term Life Insurance Premium		
	Medical Insurance Premium		

Reliance RETAIL

Annexure - 2

TERMS AND CONDITIONS OF EMPLOYMENT

1. MEDICAL FITNESS & VERIFICATION OF PARTICULARS:

Your appointment is subject to:

a. Medical Fitness: You being declared medically fit by a Medical Officer or by a Doctor specified by the Company and remaining medically fit.

b. Verification of Particulars: In case particulars mentioned in your application and the representations and warranties provided by you are found false or unsatisfactory, your services would be liable for termination at any time without any notice or any compensation in lieu thereof.

2. PROBATION:

You will be initially on probation for a period of Six Months, which may be extended or reduced at the sole discretion of the Management. During the period of probation, the appointment is terminable by giving 30 days' notice in writing by either side or payment of 30 days Basic salary in lieu thereof. On completion of initial probation period till such time that you are intimated in writing regarding your confirmation, you shall continue to be on probation. After confirmation, the employment can end through three months' notice or payment of Basic salary in lieu thereof by either side. You shall attend duties till you are relieved from services in writing. Waiving the Notice Period on resignation is at the sole discretion of the company.

3. TRANSFER

Your employment is transferable to any other place/ establishment/ department/ division/ unit/ branch/ subsidiary of the company. However, such transfer will not entail any increase in your salary and / or adversely affect your emoluments.

4. REPRESENTATIONS AND WARRANTIES:

The Company's agreement to continue to employ you and the compensation and benefits to be paid to you are in consideration of the terms, covenants, and conditions stated herein, and you represent and warrant to the company that:

a. You are under no contractual or other restriction or obligation which is inconsistent with the conditions contained herein, the performance of your duties hereunder, or the other rights of the Company hereunder.

b. You are under no physical or mental disability that would hinder the performance of your duties contained herein.

c. You shall not raise any issue of the reasonableness of the terms, covenants, and/or conditions in any proceeding to enforce these terms, covenants and/or conditions.

d. You have full right and authority to execute this contract and that you are not bound by any contract or arrangement, including any employment contract, bond or covenant not to compete, inconsistent herewith

e. You hereby agree and undertake to indemnify the Company, its affiliates and the directors, officers and employees of each of the foregoing and to hold them harmless from and against any and all third party claims they face, which give rise to any liabilities, damages, claims, costs and expenses (including legal expenses), due to any act, omission, violation or breach of any of your representations, warranties, and covenants.

f. The Company shall indemnify and defend you to the fullest extent permitted by the law of the State of Company's incorporation and the By-Laws of the Company with respect to any claims that may be brought against you arising out of any action taken or not taken in your capacity as an officer or director of the Company; provided, that, the Company shall not indemnify and defend you with respect to any claims brought against you relating to intentional or willful acts, or to other acts as to which indemnification is not allowable under applicable law.

g. These terms, covenants, and/or conditions shall survive the termination of your employment with the Company; and conditions set forth herein are essential for the Company's protection; and the Company has relied on these representations, warranties, and agreements by you.

5. DUTIES AND RESPONSIBILITIES:

a. **Exclusivity:** You agree to perform your duties, responsibilities and obligations efficiently and to the best of your ability. You agree that you will devote all of your working time, care and attention and best efforts to such duties, responsibilities and obligations throughout the term of employment. You also agree that you will not engage in any other employment or business activities. You agree that all of your activities as an employee of the Company shall be in conformity with all the policies, rules and regulations and directions of the Company.

You are required to engage yourself exclusively in the work assigned by the company and shall not take up any independent or individual assignments (whether the same as part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head. You will avoid any such issue which may result in a conflict between your personal interest and the interest of the company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

You shall obey and comply with all the orders and directions given to you by your superior or any other person duly authorized in that behalf. You shall obey all the rules and regulations, either statutory or otherwise, which are in vogue and may be notified from time to time.

b. **Non Solicitation:** You will not, during the course of your employment or at any time thereafter, without the prior written consent of the Company, directly or indirectly, solicit for employment, or employ or otherwise contract for the services of, any person who is employed or engaged (either as an employee or consultant) by any of its associated companies or directly or indirectly induce any such employee to leave his or her employment.

This covenant shall survive the termination of your employment with the Company; and prohibits you from directly or indirectly inducing an employee with whom you have worked with or been in association with during your employment with the company.

c. **Other Interests:** You shall not seek membership of any local or public bodies without first obtaining written permission from the Management.

d. **Controlling Interest:** You agree that, so long as you are employed by the Company, you will not own, directly or indirectly, any controlling or substantial share or other beneficial interest in any business enterprise which is engaged in, or in competition with, any business engaged in by the Company. Notwithstanding the foregoing, you may own, directly or indirectly, up to 5% of the outstanding securities of any business whose securities are traded on any national stock exchanges or in the over-the-counter market.

e. **Work hours:** Your working hours at your place of posting shall be as per the rules and regulations of the company, specified from time to time. However, you may be required to work additional hours, as may be required from time to time, to carry out your duties and responsibilities effectively.

You may be required to work on any day of the year, including festival holidays, in the establishment. You

will be allowed a weekly off in accordance with law on any one of the days in the week, as per the schedule notified.

You shall be entitled to leave and other benefits as per the rules and regulations of the organization.

f. **Non-disclosure:** You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our manufacturing processes, technical know-how, security arrangements, administrative and/or organizational matters of a confidential/secret nature, which you may know by virtue of your being the employee of the Company.

g. **Confidentiality:** You shall keep confidential all the information and material provided to you by the Company concerning their affairs, in order to enable the Company to perform the service. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Company. Your obligation to keep such information confidential shall remain even on termination of this employment.

You shall not at any time, either during your employment or thereafter, except with prior written consent from the company, use for yourself or divulge or disclose, either directly or indirectly, to any person, firm or body corporate, any know-how, drawings or any trade secrets or your user ID and password for various IT applications provided to you or any confidential information as to method or process in connection with any activity of the company or any financial matter of the company which you may acquire during the course of your employment, concerning the business, activity, affairs or property of the company or its subsidiary companies, nor will you keep in your possession or pass on to others without proper written consent of the Management, any documents belonging to the company. You will be solely responsible and accountable for any information loss/sharing or breach of confidentiality in any way which has occurred due to the missing of your credentials.

You are also expected to keep your salary package strictly confidential and not to share any information regarding the salary to anyone except your very close family members.

h. **Proprietary Rights**: You will disclose to us 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 the Company. If and when required to do so by the Company, you shall at the Company's expense, take out or apply for Letter's Patent, Licenses or other rights, privileges or protection as may be directed by the Company in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to us and you will execute and do all instruments, acts, deeds and things, which may be required by us for assigning, transferring or otherwise vesting the same and all benefits arising in respect thereof in favor of the Company or in favor of such other person or persons, firms or companies, as the company may direct as the sole beneficiary thereof.

You will assign (and you hereby do assign) in perpetuity to the Company or its nominee all of your rights to all such new ideas (including all inventions), and to applications for patent or copyrights in all countries, if any, and execute such documents and take such lawful action as may be reasonably required to assign such new ideas to the Company or its nominee.

You will execute and deliver promptly to the Company (without charge to you but at the expense of the Company) such written instruments and cooperate and do such other acts as the Company in its sole discretion deems necessary or desirable to assign and transfer title in such new ideas to the Company and / or its nominee and to assist the Company in preserving the property right in such new ideas (including against forfeiture, abandonment, or loss) and to vest the entire right and title and interest therein exclusively in the Company and / or its nominee.

i. **Safe-keeping of Company's property:** You will be responsible for the safe keeping and return in good condition and order of all the properties of the company, which may be in your use, custody, care or charge. For the loss of any property of the company in your possession, the company will have a right to assess on its own basis and recover the damages of all such materials from you and to take such other action as it

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deems proper in the event of your failure to account for such material or property to its satisfaction.

j. **Return of the Company's Property and records:** Upon termination of your employment, you shall forthwith hand over any letter of Authority or Power of Attorney issued to you or any property / material of the company in your possession at the time of cessation of your employment with the company. Also, you shall return to the Company, without condition, all documents, files, records, keys, and other property of the Company in your possession regardless of the media on which such items are stored, and you shall not retain any copies or duplicates thereof.

k. **Authorizations for activities:** 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.

You will avoid any issue which may result in a conflict between your personal interests and the interests of the Company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the Company.

l. **Non-disparagement:** You agree that you shall act with the highest standards of propriety and professionalism and shall not criticize, ridicule or make any statement which disparages or is derogatory of the Company, any of its Group companies or any other employee or business associate of the Company or the Group Company in any public or non-public communication with any customer or member of the investment community or media or in any communication.

m. **Confidential nature of terms of employment:** You agree that, except as may be required by applicable law you shall not disclose the terms of employment to any person other than your close family members.

n. **Model Release:** You hereby consent and authorize the Company and its successors, assigns, nominees, designees or those for whom they are acting, the right to copyright, and/or use, and/or publish photographic portraits or pictures of the employee, or in which the employee may be included in whole or in part, or composite, in conjunction with my own or any other picture, name or reproductions thereof in color or otherwise make through any media at its offices or elsewhere, for art, advertising, business or trade or any other lawful purpose whatsoever. With respect to the foregoing, no promises have been made to employee to secure his / her consent / authorization to this release. You hereby waive any right that you may have to inspect and approve the finished product or the advertising copy that may be used in connection therewith, or the use to which it may be applied. You hereby release, discharge, the Company and its nominees, designees, successors and assigns, or other form whom it is acting, from liability by virtue of any such portraits or pictures, or in any processing tending towards the completion of the finished product.

o. **Enforceability:** You acknowledge and agree that any violation of any of your duties and responsibilities may result in irreparable damage to the Company, and, accordingly, the Company may obtain injunctive and other equitable relief for any breach or threatened breach of such duties and obligations, in addition to any other remedies available to the Company. You and the Company agree that the restrictions and remedies contained hereinabove are reasonable and that it is your intention and the intention of the Company that such restrictions and remedies shall be enforceable to the fullest extent permissible by law. If it shall be found by a court of competent jurisdiction that any such restriction or remedy is unenforceable but would be enforceable if some part thereof were deleted or the period or area of application reduced, then such restriction or remedy shall apply with such modification as shall be necessary to make it enforceable.

p. It shall be your responsibility to initiate legal process and / or lodge complaints in respect of offenses committed against the Company or the Company property or the affairs of the Company, as may be necessary, by virtue of the responsibilities attached to the office or role occupied by you in the course of the employment with the company.

6. TERMINATION OF EMPLOYMENT:

5.2.1. Average percentage of placement of outgoing students during the last five years

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a. **Employment AT-WILL:** You and the Company acknowledge that the employment is and shall continue to be AT-WILL. This means, that you have the right to terminate your employment at any time and for any reason. Likewise, the Company may terminate your employment with or without cause at any time and for any reason. Accordingly, this letter is not to be construed or interpreted as containing any guarantee of continued employment. As such, the recitation of certain time periods in this letter is solely for the purpose of defining your compensation. It is also not to be construed or interpreted as containing any guarantee of any particular level or nature of compensation.

b. **Performance:** Your appointment and subsequent continuation of employment with the Company is strictly based on your delivering consistently on the agreed performance parameters and business targets.

c. **Superannuation:** You will automatically retire from the service of the company on attaining the age of 58 years.

d. **Absenteeism:** 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 terminated your employment without giving any notice unless you:

   i. Return to work within 8 days from the commencement of such absence, and
   ii. Give an explanation to the satisfaction of the Management regarding such absence

e. **Medical Fitness:** 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 may be terminated from employment.

f. **Notice Period:** Notwithstanding anything contained herein, the Company, in its sole discretion, may terminate your employment without cause by giving three months' notice in writing or payment of pro rata three months' Basic Salary, in lieu thereof. Likewise, you may resign from employment without cause by giving three months' notice in writing or by payment of pro rata three months' Basic Salary, in lieu thereof. In the event of your resignation, the Company in its sole discretion will have an option to accept the same and relieve you prior to the completion of the stipulated notice period of 3 months, without any pay in lieu of the notice period.

g. **Termination for Misconduct:** Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term "misconduct" in the case of reasonable suspicion of misconduct, disloyalty, and commission of an act involving moral turpitude, any action of indiscipline or inefficiency.

h. **Suspension:** You may be placed under suspension, without salary, pending enquiry into the charges of misconduct or otherwise. The salary for the suspension period will be paid to you only when you are found not guilty of any of the charges for which you were suspended and not otherwise.

i. **Harassment:** The Establishment considers harassment and discrimination of any nature to be an unacceptable form of Behavior, which is not tolerated under any circumstances. All people have the right to work in an environment that is free from harassment and discrimination. Disciplinary action will be taken against anyone found to be guilty of harassing or discriminating against a fellow employee that may result in termination of employment.

j. **Non-compete:** In the event of your separation from the Company for any reason whatsoever, you will not take up any job or assignment either full time or otherwise, either directly or indirectly, for a period of three months from the date of separation in any industry or business involved in similar/competing business of the company or any of its Group Companies.

k. **Recovery of Payments:** Payments / reimbursements made towards recovery of notice period by your previous employer and relocation expenses by us will be recovered in full in the event of your separation from the company before completion of one year of joining.

5.2.1. Average percentage of placement of outgoing students during the last five years

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7. AUTHORIZATION FOR ANTECEDENT VERIFICATION :

You have hereby given no objection in the Company (Or its group Companies and associates) sharing your personal information and documents, including but not limited to Aadhaar number, other Government issues ID number such as Voter ID, PAN card, DL, name, gender, date of birth, addresses, mobile number, email, education record and employment record with any Reference / Antecedent Verification Organization that company has appointed time being or anytime later for the purpose of background checks and verifications, in order to avail services such as employment / training / management / payment / credit / insurance / house on rent / vehicle on rent, etc.

You have hereby authorized the Company or any agency/ agencies appointed by them from time to time to store your personal information on their platform, which will be accessible to the Company or its service provider for which this consent is being obtained. The Company or its service provider and their authorized users / partners / affiliates / contractors can access and update your digital record on such platform, including data, documents, certificates, verification reports, references, testimonials, etc. and can use related services provided via such agency. You have understood that agency will ensure security and confidentiality of the same.

You also agree that your digital record including references, testimonials and verification reports on such agency platform will only be available to any other users of the platform if/when you provide your explicit consent for the same. You have also understood that you have the option of deleting your digital record from such agency database.

Your No Objection will be coterminous with the arrangement between the Company and any agency / organization engaged by the Company for Reference / Antecedent Verification of your current and past employments.

8. GENERAL:

a. **Training:** You may be selected and sponsored by the Company for familiarization/ training assignments with our technical collaborators or any other institutions/ organizations in India and/or abroad, based on stipulated terms and conditions. You will diligently and beneficially take part in the training and such assignments in accordance with company policies and directives. The cost of any such training shall be borne by the company and you may be required to sign a Service Bond for a minimum time for which you will serve the company. The company can recover the liquidated damages on the event of your voluntary resignation before the time as mutually agreed upon in the bond.

b. **Rules Regulations and Policy on Ethics:** You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such other rules or orders of the company that may come in force from time to time. You must observe the policies that the Company publishes from time to time. These include a requirement that you maintain the highest standards of conduct and act with the highest ethical principles. You must not do anything that may be a conflict of interest with your responsibilities as an employee.

c. **Media Interaction:** You will not interact with the media - electronic, print or otherwise in

i. India or overseas, during or outside work hours, either in your own personal capacity or on behalf of the company unless you have express and direct approval from the Management to interact with the media as the representative of the Company. Only persons duly authorized by the Management are allowed to interact with media on specified subjects. Disclosure of any information other than statutory disclosures or those specifically authorized by the Management is prohibited.

ii. Disclosure of information on proceedings of meetings (board / committee / internal) and disclosure of forward-looking statements is prohibited unless such disclosure is specifically approved by the Management. These will need to be combined with cautionary statements, wherever required.

iii. You shall also not disclose non-public information selectively to any particular group as it may lead to

Reliance RETAIL

unfair advantage / discrimination.

iv. For any outside publication of books, articles or manuscripts which relate specifically to the Company's business, policies and processes, you should take the approval of the Management prior to its release.

v. Any violation of the company's media policy, tantamount to a breach of the terms and conditions of employment and may result in termination of the contract.

d. **Dispute Jurisdiction:** It is hereby expressly agreed and declared that this letter of employment shall be deemed to have been made at Mumbai and that any dispute or suit or action or proceedings whatsoever arising out of or under this letter of appointment or breach thereof or in respect of any matter or thing herein contained and any claim by either party against the other shall be instituted or adjudicated upon or decided by a court of competent jurisdiction at Mumbai.

e. **Entire Agreement:** This contract and the document referred to herein contain the entire agreement and understanding of the parties with respect to the subject matter hereof and shall supersede any and all prior or contemporaneous communications, representations, or agreements between the parties, whether oral or written, regarding the subject matter of this contract.

f. **Age:** Your age mentioned in the Matriculation / Higher Secondary Certificate / Passport will be deemed to be the conclusive proof of your date of birth.

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

h. **Passport:** It is desirable that you have a valid passport at all times and ensure that the same is renewed from time to time.

i. **Travel:** You shall make your own transport arrangements to and fro from the place of work.

In case of one / more clauses of this letter of employment becomes untenable, the same shall not render the letter of employment null and void in its entirety.

The various clauses of this letter are to be read, understood, and interpreted in its entirety, and none of the clauses are severable from the remaining.

I confirm that this contract is in accordance with our mutual understanding and unconditionally and irrevocably accept the above terms and conditions.

Employee Name:

Signature:

Date:

5.2.1. Average percentage of placement of outgoing students during the last five years

Reliance RETAIL

Ref: HR/SEP/21/B1/59287613/60158096/1001027642 **Date: 02 September, 2021**

Mr. Ahmed Basha
Muslim street,Moovanur,
Tiruchirappalli.
Tiruchirappalli 621006
Tamil Nadu, India

Dear **Mr. Ahmed**

This is with reference to your application and subsequent interview you had with us.

We are pleased to offer you employment as **Department Manager In Trainee** in **Assistant Manager - B1 grade** in our business on the following terms and conditions:

1. PLACE OF POSTING:

Your initial posting will be at **Chennai,Tamil Nadu**.

However, during employment with the Company, you may be posted at any other location in India or abroad, without any additional remuneration. Further your services may be transferred to any other Reliance Group Company.

This offer is subject to your joining us on or before 10 September, 2021.

2. COMPENSATION:

Your compensation on a Cost to Company (CTC) basis will be **Rs. 2,75,000/- (Rupees Two Lac(s) Seventy Five Thousand Only) per annum** and will be payable as under. Please refer to Annexure 1A for detailed breakup of your CTC.

i. **Fixed Pay: Rs. 2,75,000/- (Rupees Two Lac(s) Seventy Five Thousand Only) per annum.**

This includes Basic Pay and Choice Pay that consists of other allowances, benefits, perquisites etc. as per the compensation policy of the company.

ii. **Retirals: Rs. 25,680/- (Rupees Twenty Five Thousand Six Hundred Eighty Only) per annum.**

This includes:
- Provident Fund @ 12% of PF Wages (i.e. Basic Pay + Personnel Special Allowance, wherever paid) and may be capped at applicable Statutory Wage Limit or actual PF Wages depending on company policy.
- Gratuity @4.81% of Basic Pay and paid as per provisions of The Payment of Gratuity Act 1972.

3. GENERAL:

You may choose components of your CTC as per your requirement, being referred as Choice Pay. In the year of joining and leaving the Company, the CTC will be pro-rated based on the number of days you are in the employment of the Company.

The available CTC components along with limits have been detailed in Annexure 1B.

The components within each category of payment are discretionary and the Company has the right to change these components at any time without notice. Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

5.2.1. Average percentage of placement of outgoing students during the last five years

Reliance RETAIL

The Annexure 1A and the detailed "Terms & Conditions of Employment" in Annexure 2 together sets forth the terms and conditions under which the Company would employ you and become effective from the date you join the Company. Your acceptance of the offer of employment would be on the basis of these terms and conditions of employment.

You are requested to sign and return to the Company a copy of this letter containing Annexure 1A and "Terms & Conditions of Employment" in Annexure 2, as confirmation of your acceptance.

This offer and appointment letter shall automatically stand withdrawn in case we do not receive your acknowledgement and acceptance within ten days from issue of this letter.

We wish you a long and successful association with us.

Sincerely yours,
For Reliance Retail Limited

Ankur Shukla
Head - Human Resources

ACKNOWLEDGEMENT & ACCEPTANCE

I have read and understood all terms and conditions relating to my appointment/ employment and declare that I hereby unconditionally and irrevocably accept the same.

I shall report for duty on _____

SIGNATURE: _____ **DATE:** _____

5.2.1. Average percentage of placement of outgoing students during the last five years

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Annexure 1A			
Name: Ahmed Basha			
EARNINGS			
CTC Components		**Proposed CTC (Rs.)**	
		Monthly	**Annual**
	A. Fixed Pay		
1	Basic Pay	9,838	1,18,058
	Choice Pay		
2	Conveyance	**Refer to Annexure 1B**	
3	Fuel & Maintenance	**Refer to Annexure 1B**	
4	Leave Travel Allowance	**Refer to Annexure 1B**	
5	Medical Reimbursement	**Refer to Annexure 1B**	
6	Bonus*	1,968	23,612
7	Residual Choice Pay	4,052	48,622
	Housing		
8	House Rent Allowance	4,919	59,029
	Retirals		
9	PF - Employer Contribution	1,667	20,002
10	Gratuity (4.81% of Basic)	473	5,679
	Total Fixed Pay [A]	22,917	2,75,000
	Total CTC (A)	22,917	2,75,000

Note: The above amounts are the maximum permissible limits. On joining, you may change the same to suit your needs.

(*) In case of employees that are entitled to Bonus under the Payment of Bonus Act 1965.
(**) For Insurance Premium debits, please refer Annexure 1B

	Insurance (Pay Slip Debit As Per Grade)	**Monthly**	**Annual**
	GPA Insurance Premium		
	Group Term Life Insurance Premium		
	Medical Insurance Premium		

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Annexure - 2

TERMS AND CONDITIONS OF EMPLOYMENT

1. MEDICAL FITNESS & VERIFICATION OF PARTICULARS:

Your appointment is subject to:

a. Medical Fitness: You being declared medically fit by a Medical Officer or by a Doctor specified by the Company and remaining medically fit.

b. Verification of Particulars: In case particulars mentioned in your application and the representations and warranties provided by you are found false or unsatisfactory, your services would be liable for termination at any time without any notice or any compensation in lieu thereof.

2. PROBATION:

You will be initially on probation for a period of Six Months, which may be extended or reduced at the sole discretion of the Management. During the period of probation, the appointment is terminable by giving 30 days' notice in writing by either side or payment of 30 days Basic salary in lieu thereof. On completion of initial probation period till such time that you are intimated in writing regarding your confirmation, you shall continue to be on probation. After confirmation, the employment can end through three months' notice or payment of Basic salary in lieu thereof by either side. You shall attend duties till you are relieved from services in writing. Waiving the Notice Period on resignation is at the sole discretion of the company.

3. TRANSFER

Your employment is transferable to any other place/ establishment/ department/ division/ unit/ branch/ subsidiary of the company. However, such transfer will not entail any increase in your salary and / or adversely affect your emoluments.

4. REPRESENTATIONS AND WARRANTIES:

The Company's agreement to continue to employ you and the compensation and benefits to be paid to you are in consideration of the terms, covenants, and conditions stated herein, and you represent and warrant to the company that:

a. You are under no contractual or other restriction or obligation which is inconsistent with the conditions contained herein, the performance of your duties hereunder, or the other rights of the Company hereunder.

b. You are under no physical or mental disability that would hinder the performance of your duties contained herein.

c. You shall not raise any issue of the reasonableness of the terms, covenants, and/or conditions in any proceeding to enforce these terms, covenants and/or conditions.

d. You have full right and authority to execute this contract and that you are not bound by any contract or arrangement, including any employment contract, bond or covenant not to compete, inconsistent herewith

e. You hereby agree and undertake to indemnify the Company, its affiliates and the directors, officers and employees of each of the foregoing and to hold them harmless from and against any and all third party claims they face, which give rise to any liabilities, damages, claims, costs and expenses (including legal expenses), due to any act, omission, violation or breach of any of your representations, warranties, and covenants.

f. The Company shall indemnify and defend you to the fullest extent permitted by the law of the State of Company's incorporation and the By-Laws of the Company with respect to any claims that may be brought against you arising out of any action taken or not taken in your capacity as an officer or director of the Company; provided, that, the Company shall not indemnify and defend you with respect to any claims brought against you relating to intentional or willful acts, or to other acts as to which indemnification is not allowable under applicable law.

g. These terms, covenants, and/or conditions shall survive the termination of your employment with the Company; and conditions set forth herein are essential for the Company's protection; and the Company has relied on these representations, warranties, and agreements by you.

5. DUTIES AND RESPONSIBILITIES:

a. **Exclusivity:** You agree to perform your duties, responsibilities and obligations efficiently and to the best of your ability. You agree that you will devote all of your working time, care and attention and best efforts to such duties, responsibilities and obligations throughout the term of employment. You also agree that you will not engage in any other employment or business activities. You agree that all of your activities as an employee of the Company shall be in conformity with all the policies, rules and regulations and directions of the Company.

You are required to engage yourself exclusively in the work assigned by the company and shall not take up any independent or individual assignments (whether the same as part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head. You will avoid any such issue which may result in a conflict between your personal interest and the interest of the company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

You shall obey and comply with all the orders and directions given to you by your superior or any other person duly authorized in that behalf. You shall obey all the rules and regulations, either statutory or otherwise, which are in vogue and may be notified from time to time.

b. **Non Solicitation:** You will not, during the course of your employment or at any time thereafter, without the prior written consent of the Company, directly or indirectly, solicit for employment, or employ or otherwise contract for the services of, any person who is employed or engaged (either as an employee or consultant) by any of its associated companies or directly or indirectly induce any such employee to leave his or her employment.

This covenant shall survive the termination of your employment with the Company; and prohibits you from directly or indirectly inducing an employee with whom you have worked with or been in association with during your employment with the company.

c. **Other Interests:** You shall not seek membership of any local or public bodies without first obtaining written permission from the Management.

d. **Controlling Interest:** You agree that, so long as you are employed by the Company, you will not own, directly or indirectly, any controlling or substantial share or other beneficial interest in any business enterprise which is engaged in, or in competition with, any business engaged in by the Company. Notwithstanding the foregoing, you may own, directly or indirectly, up to 5% of the outstanding securities of any business whose securities are traded on any national stock exchanges or in the over-the-counter market.

e. **Work hours:** Your working hours at your place of posting shall be as per the rules and regulations of the company, specified from time to time. However, you may be required to work additional hours, as may be required from time to time, to carry out your duties and responsibilities effectively.

You may be required to work on any day of the year, including festival holidays, in the establishment. You

will be allowed a weekly off in accordance with law on any one of the days in the week, as per the schedule notified.

You shall be entitled to leave and other benefits as per the rules and regulations of the organization.

f. **Non-disclosure:** You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our manufacturing processes, technical know-how, security arrangements, administrative and/or organizational matters of a confidential/secret nature, which you may know by virtue of your being the employee of the Company.

g. **Confidentiality:** You shall keep confidential all the information and material provided to you by the Company concerning their affairs, in order to enable the Company to perform the service. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Company. Your obligation to keep such information confidential shall remain even on termination of this employment.

You shall not at any time, either during your employment or thereafter, except with prior written consent from the company, use for yourself or divulge or disclose, either directly or indirectly, to any person, firm or body corporate, any know-how, drawings or any trade secrets or your user ID and password for various IT applications provided to you or any confidential information as to method or process in connection with any activity of the company or any financial matter of the company which you may acquire during the course of your employment, concerning the business, activity, affairs or property of the company or its subsidiary companies, nor will you keep in your possession or pass on to others without proper written consent of the Management, any documents belonging to the company. You will be solely responsible and accountable for any information loss/sharing or breach of confidentiality in any way which has occurred due to the missing of your credentials.

You are also expected to keep your salary package strictly confidential and not to share any information regarding the salary to anyone except your very close family members.

h. **Proprietary Rights**: You will disclose to us 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 the Company. If and when required to do so by the Company, you shall at the Company's expense, take out or apply for Letter's Patent, Licenses or other rights, privileges or protection as may be directed by the Company in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to us and you will execute and do all instruments, acts, deeds and things, which may be required by us for assigning, transferring or otherwise vesting the same and all benefits arising in respect thereof in favor of the Company or in favor of such other person or persons, firms or companies, as the company may direct as the sole beneficiary thereof.

You will assign (and you hereby do assign) in perpetuity to the Company or its nominee all of your rights to all such new ideas (including all inventions), and to applications for patent or copyrights in all countries, if any, and execute such documents and take such lawful action as may be reasonably required to assign such new ideas to the Company or its nominee.

You will execute and deliver promptly to the Company (without charge to you but at the expense of the Company) such written instruments and cooperate and do such other acts as the Company in its sole discretion deems necessary or desirable to assign and transfer title in such new ideas to the Company and / or its nominee and to assist the Company in preserving the property right in such new ideas (including against forfeiture, abandonment, or loss) and to vest the entire right and title and interest therein exclusively in the Company and / or its nominee.

i. **Safe-keeping of Company's property:** You will be responsible for the safe keeping and return in good condition and order of all the properties of the company, which may be in your use, custody, care or charge. For the loss of any property of the company in your possession, the company will have a right to assess on its own basis and recover the damages of all such materials from you and to take such other action as it

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deems proper in the event of your failure to account for such material or property to its satisfaction.

j. **Return of the Company's Property and records:** Upon termination of your employment, you shall forthwith hand over any letter of Authority or Power of Attorney issued to you or any property / material of the company in your possession at the time of cessation of your employment with the company. Also, you shall return to the Company, without condition, all documents, files, records, keys, and other property of the Company in your possession regardless of the media on which such items are stored, and you shall not retain any copies or duplicates thereof.

k. **Authorizations for activities:** 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.

You will avoid any issue which may result in a conflict between your personal interests and the interests of the Company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the Company.

l. **Non-disparagement:** You agree that you shall act with the highest standards of propriety and professionalism and shall not criticize, ridicule or make any statement which disparages or is derogatory of the Company, any of its Group companies or any other employee or business associate of the Company or the Group Company in any public or non-public communication with any customer or member of the investment community or media or in any communication.

m. **Confidential nature of terms of employment:** You agree that, except as may be required by applicable law you shall not disclose the terms of employment to any person other than your close family members.

n. **Model Release:** You hereby consent and authorize the Company and its successors, assigns, nominees, designees or those for whom they are acting, the right to copyright, and/or use, and/or publish photographic portraits or pictures of the employee, or in which the employee may be included in whole or in part, or composite, in conjunction with my own or any other picture, name or reproductions thereof in color or otherwise make through any media at its offices or elsewhere, for art, advertising, business or trade or any other lawful purpose whatsoever. With respect to the foregoing, no promises have been made to employee to secure his / her consent / authorization to this release. You hereby waive any right that you may have to inspect and approve the finished product or the advertising copy that may be used in connection therewith, or the use to which it may be applied. You hereby release, discharge, the Company and its nominees, designees, successors and assigns, or other form whom it is acting, from liability by virtue of any such portraits or pictures, or in any processing tending towards the completion of the finished product.

o. **Enforceability:** You acknowledge and agree that any violation of any of your duties and responsibilities may result in irreparable damage to the Company, and, accordingly, the Company may obtain injunctive and other equitable relief for any breach or threatened breach of such duties and obligations, in addition to any other remedies available to the Company. You and the Company agree that the restrictions and remedies contained hereinabove are reasonable and that it is your intention and the intention of the Company that such restrictions and remedies shall be enforceable to the fullest extent permissible by law. If it shall be found by a court of competent jurisdiction that any such restriction or remedy is unenforceable but would be enforceable if some part thereof were deleted or the period or area of application reduced, then such restriction or remedy shall apply with such modification as shall be necessary to make it enforceable.

p. It shall be your responsibility to initiate legal process and / or lodge complaints in respect of offenses committed against the Company or the Company property or the affairs of the Company, as may be necessary, by virtue of the responsibilities attached to the office or role occupied by you in the course of the employment with the company.

6. TERMINATION OF EMPLOYMENT:

5.2.1. Average percentage of placement of outgoing students during the last five years

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a. **Employment AT-WILL:** You and the Company acknowledge that the employment is and shall continue to be AT-WILL. This means, that you have the right to terminate your employment at any time and for any reason. Likewise, the Company may terminate your employment with or without cause at any time and for any reason. Accordingly, this letter is not to be construed or interpreted as containing any guarantee of continued employment. As such, the recitation of certain time periods in this letter is solely for the purpose of defining your compensation. It is also not to be construed or interpreted as containing any guarantee of any particular level or nature of compensation.

b. **Performance:** Your appointment and subsequent continuation of employment with the Company is strictly based on your delivering consistently on the agreed performance parameters and business targets.

c. **Superannuation:** You will automatically retire from the service of the company on attaining the age of 58 years.

d. **Absenteeism:** 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 terminated your employment without giving any notice unless you:

   i. Return to work within 8 days from the commencement of such absence, and
   ii. Give an explanation to the satisfaction of the Management regarding such absence

e. **Medical Fitness:** 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 may be terminated from employment.

f. **Notice Period:** Notwithstanding anything contained herein, the Company, in its sole discretion, may terminate your employment without cause by giving three months' notice in writing or payment of pro rata three months' Basic Salary, in lieu thereof. Likewise, you may resign from employment without cause by giving three months' notice in writing or by payment of pro rata three months' Basic Salary, in lieu thereof. In the event of your resignation, the Company in its sole discretion will have an option to accept the same and relieve you prior to the completion of the stipulated notice period of 3 months, without any pay in lieu of the notice period.

g. **Termination for Misconduct:** Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term "misconduct" in the case of reasonable suspicion of misconduct, disloyalty, and commission of an act involving moral turpitude, any action of indiscipline or inefficiency.

h. **Suspension:** You may be placed under suspension, without salary, pending enquiry into the charges of misconduct or otherwise. The salary for the suspension period will be paid to you only when you are found not guilty of any of the charges for which you were suspended and not otherwise.

i. **Harassment:** The Establishment considers harassment and discrimination of any nature to be an unacceptable form of Behavior, which is not tolerated under any circumstances. All people have the right to work in an environment that is free from harassment and discrimination. Disciplinary action will be taken against anyone found to be guilty of harassing or discriminating against a fellow employee that may result in termination of employment.

j. **Non-compete:** In the event of your separation from the Company for any reason whatsoever, you will not take up any job or assignment either full time or otherwise, either directly or indirectly, for a period of three months from the date of separation in any industry or business involved in similar/competing business of the company or any of its Group Companies.

k. **Recovery of Payments:** Payments / reimbursements made towards recovery of notice period by your previous employer and relocation expenses by us will be recovered in full in the event of your separation from the company before completion of one year of joining.

5.2.1. Average percentage of placement of outgoing students during the last five years

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7. AUTHORIZATION FOR ANTECEDENT VERIFICATION :

You have hereby given no objection in the Company (Or its group Companies and associates) sharing your personal information and documents, including but not limited to Aadhaar number, other Government issues ID number such as Voter ID, PAN card, DL, name, gender, date of birth, addresses, mobile number, email, education record and employment record with any Reference / Antecedent Verification Organization that company has appointed time being or anytime later for the purpose of background checks and verifications, in order to avail services such as employment / training / management / payment / credit / insurance / house on rent / vehicle on rent, etc.

You have hereby authorized the Company or any agency/ agencies appointed by them from time to time to store your personal information on their platform, which will be accessible to the Company or its service provider for which this consent is being obtained. The Company or its service provider and their authorized users / partners / affiliates / contractors can access and update your digital record on such platform, including data, documents, certificates, verification reports, references, testimonials, etc. and can use related services provided via such agency. You have understood that agency will ensure security and confidentiality of the same.

You also agree that your digital record including references, testimonials and verification reports on such agency platform will only be available to any other users of the platform if/when you provide your explicit consent for the same. You have also understood that you have the option of deleting your digital record from such agency database.

Your No Objection will be coterminous with the arrangement between the Company and any agency / organization engaged by the Company for Reference / Antecedent Verification of your current and past employments.

8. GENERAL:

a. **Training:** You may be selected and sponsored by the Company for familiarization/ training assignments with our technical collaborators or any other institutions/ organizations in India and/or abroad, based on stipulated terms and conditions. You will diligently and beneficially take part in the training and such assignments in accordance with company policies and directives. The cost of any such training shall be borne by the company and you may be required to sign a Service Bond for a minimum time for which you will serve the company. The company can recover the liquidated damages on the event of your voluntary resignation before the time as mutually agreed upon in the bond.

b. **Rules Regulations and Policy on Ethics:** You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such other rules or orders of the company that may come in force from time to time. You must observe the policies that the Company publishes from time to time. These include a requirement that you maintain the highest standards of conduct and act with the highest ethical principles. You must not do anything that may be a conflict of interest with your responsibilities as an employee.

c. **Media Interaction:** You will not interact with the media - electronic, print or otherwise in

i. India or overseas, during or outside work hours, either in your own personal capacity or on behalf of the company unless you have express and direct approval from the Management to interact with the media as the representative of the Company. Only persons duly authorized by the Management are allowed to interact with media on specified subjects. Disclosure of any information other than statutory disclosures or those specifically authorized by the Management is prohibited.

ii. Disclosure of information on proceedings of meetings (board / committee / internal) and disclosure of forward-looking statements is prohibited unless such disclosure is specifically approved by the Management. These will need to be combined with cautionary statements, wherever required.

iii. You shall also not disclose non-public information selectively to any particular group as it may lead to

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unfair advantage / discrimination.

iv. For any outside publication of books, articles or manuscripts which relate specifically to the Company's business, policies and processes, you should take the approval of the Management prior to its release.

v. Any violation of the company's media policy, tantamount to a breach of the terms and conditions of employment and may result in termination of the contract.

d. **Dispute Jurisdiction:** It is hereby expressly agreed and declared that this letter of employment shall be deemed to have been made at Mumbai and that any dispute or suit or action or proceedings whatsoever arising out of or under this letter of appointment or breach thereof or in respect of any matter or thing herein contained and any claim by either party against the other shall be instituted or adjudicated upon or decided by a court of competent jurisdiction at Mumbai.

e. **Entire Agreement:** This contract and the document referred to herein contain the entire agreement and understanding of the parties with respect to the subject matter hereof and shall supersede any and all prior or contemporaneous communications, representations, or agreements between the parties, whether oral or written, regarding the subject matter of this contract.

f. **Age:** Your age mentioned in the Matriculation / Higher Secondary Certificate / Passport will be deemed to be the conclusive proof of your date of birth.

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

h. **Passport:** It is desirable that you have a valid passport at all times and ensure that the same is renewed from time to time.

i. **Travel:** You shall make your own transport arrangements to and fro from the place of work.

In case of one / more clauses of this letter of employment becomes untenable, the same shall not render the letter of employment null and void in its entirety.

The various clauses of this letter are to be read, understood, and interpreted in its entirety, and none of the clauses are severable from the remaining.

I confirm that this contract is in accordance with our mutual understanding and unconditionally and irrevocably accept the above terms and conditions.

Employee Name:

Signature:

Date:

5.2.1. Average percentage of placement of outgoing students during the last five years

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Ref: HR/SEP/21/B1/59287890/60183876/1001027643 **Date: 02 September, 2021**

Mr. Dinesh Kumar
Mettutheru,Pathalapattai,
Tiruchirappalli.
Tiruchirappalli 620013
Tamil Nadu, India

Dear **Mr. Dinesh**

This is with reference to your application and subsequent interview you had with us.

We are pleased to offer you employment as **DMIT** in **Assistant Manager - B1 grade** in our business on the following terms and conditions:

1. PLACE OF POSTING:

Your initial posting will be at **Chennai,Tamil Nadu**.

However, during employment with the Company, you may be posted at any other location in India or abroad, without any additional remuneration. Further your services may be transferred to any other Reliance Group Company.

This offer is subject to your joining us on or before 10 September, 2021.

2. COMPENSATION:

Your compensation on a Cost to Company (CTC) basis will be **Rs. 2,75,000/- (Rupees Two Lac(s) Seventy Five Thousand Only) per annum** and will be payable as under. Please refer to Annexure 1A for detailed breakup of your CTC.

i. **Fixed Pay: Rs. 2,75,000/- (Rupees Two Lac(s) Seventy Five Thousand Only) per annum.**

This includes Basic Pay and Choice Pay that consists of other allowances, benefits, perquisites etc. as per the compensation policy of the company.

ii. **Retirals: Rs. 25,680/- (Rupees Twenty Five Thousand Six Hundred Eighty Only) per annum.**

This includes:
- Provident Fund @ 12% of PF Wages (i.e. Basic Pay + Personnel Special Allowance, wherever paid) and may be capped at applicable Statutory Wage Limit or actual PF Wages depending on company policy.
- Gratuity @4.81% of Basic Pay and paid as per provisions of The Payment of Gratuity Act 1972.

3. GENERAL:

You may choose components of your CTC as per your requirement, being referred as Choice Pay. In the year of joining and leaving the Company, the CTC will be pro-rated based on the number of days you are in the employment of the Company.

The available CTC components along with limits have been detailed in Annexure 1B.

The components within each category of payment are discretionary and the Company has the right to change these components at any time without notice. Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

5.2.1. Average percentage of placement of outgoing students during the last five years

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The Annexure 1A and the detailed "Terms & Conditions of Employment" in Annexure 2 together sets forth the terms and conditions under which the Company would employ you and become effective from the date you join the Company. Your acceptance of the offer of employment would be on the basis of these terms and conditions of employment.

You are requested to sign and return to the Company a copy of this letter containing Annexure 1A and "Terms & Conditions of Employment" in Annexure 2, as confirmation of your acceptance.

This offer and appointment letter shall automatically stand withdrawn in case we do not receive your acknowledgement and acceptance within ten days from issue of this letter.

We wish you a long and successful association with us.

Sincerely yours,
For Reliance Retail Limited

Ankur Shukla
Head - Human Resources

ACKNOWLEDGEMENT & ACCEPTANCE

I have read and understood all terms and conditions relating to my appointment/ employment and declare that I hereby unconditionally and irrevocably accept the same.

I shall report for duty on _____

SIGNATURE: _____ **DATE:** _____

5.2.1. Average percentage of placement of outgoing students during the last five years

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Annexure 1A			
Name: Dinesh Kumar			
EARNINGS			
CTC Components		**Proposed CTC (Rs.)**	
		Monthly	**Annual**
A. Fixed Pay			
1	Basic Pay	9,838	1,18,058
Choice Pay			
2	Conveyance	**Refer to Annexure 1B**	
3	Fuel & Maintenance	**Refer to Annexure 1B**	
4	Leave Travel Allowance	**Refer to Annexure 1B**	
5	Medical Reimbursement	**Refer to Annexure 1B**	
6	Bonus*	1,968	23,612
7	Residual Choice Pay	4,052	48,622
Housing			
8	House Rent Allowance	4,919	59,029
Retirals			
9	PF - Employer Contribution	1,667	20,002
10	Gratuity (4.81% of Basic)	473	5,679
Total Fixed Pay [A]		22,917	2,75,000
Total CTC (A)		22,917	2,75,000

Note: The above amounts are the maximum permissible limits. On joining, you may change the same to suit your needs.

(*) In case of employees that are entitled to Bonus under the Payment of Bonus Act 1965.
(**) For Insurance Premium debits, please refer Annexure 1B

	Insurance (Pay Slip Debit As Per Grade)	**Monthly**	**Annual**
	GPA Insurance Premium		
	Group Term Life Insurance Premium		
	Medical Insurance Premium		

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Annexure - 2

TERMS AND CONDITIONS OF EMPLOYMENT

1. MEDICAL FITNESS & VERIFICATION OF PARTICULARS:

Your appointment is subject to:

a. Medical Fitness: You being declared medically fit by a Medical Officer or by a Doctor specified by the Company and remaining medically fit.

b. Verification of Particulars: In case particulars mentioned in your application and the representations and warranties provided by you are found false or unsatisfactory, your services would be liable for termination at any time without any notice or any compensation in lieu thereof.

2. PROBATION:

You will be initially on probation for a period of Six Months, which may be extended or reduced at the sole discretion of the Management. During the period of probation, the appointment is terminable by giving 30 days' notice in writing by either side or payment of 30 days Basic salary in lieu thereof. On completion of initial probation period till such time that you are intimated in writing regarding your confirmation, you shall continue to be on probation. After confirmation, the employment can end through three months' notice or payment of Basic salary in lieu thereof by either side. You shall attend duties till you are relieved from services in writing. Waiving the Notice Period on resignation is at the sole discretion of the company.

3. TRANSFER

Your employment is transferable to any other place/ establishment/ department/ division/ unit/ branch/ subsidiary of the company. However, such transfer will not entail any increase in your salary and / or adversely affect your emoluments.

4. REPRESENTATIONS AND WARRANTIES:

The Company's agreement to continue to employ you and the compensation and benefits to be paid to you are in consideration of the terms, covenants, and conditions stated herein, and you represent and warrant to the company that:

a. You are under no contractual or other restriction or obligation which is inconsistent with the conditions contained herein, the performance of your duties hereunder, or the other rights of the Company hereunder.

b. You are under no physical or mental disability that would hinder the performance of your duties contained herein.

c. You shall not raise any issue of the reasonableness of the terms, covenants, and/or conditions in any proceeding to enforce these terms, covenants and/or conditions.

d. You have full right and authority to execute this contract and that you are not bound by any contract or arrangement, including any employment contract, bond or covenant not to compete, inconsistent herewith

e. You hereby agree and undertake to indemnify the Company, its affiliates and the directors, officers and employees of each of the foregoing and to hold them harmless from and against any and all third party claims they face, which give rise to any liabilities, damages, claims, costs and expenses (including legal expenses), due to any act, omission, violation or breach of any of your representations, warranties, and covenants.

f. The Company shall indemnify and defend you to the fullest extent permitted by the law of the State of Company's incorporation and the By-Laws of the Company with respect to any claims that may be brought against you arising out of any action taken or not taken in your capacity as an officer or director of the Company; provided, that, the Company shall not indemnify and defend you with respect to any claims brought against you relating to intentional or willful acts, or to other acts as to which indemnification is not allowable under applicable law.

g. These terms, covenants, and/or conditions shall survive the termination of your employment with the Company; and conditions set forth herein are essential for the Company's protection; and the Company has relied on these representations, warranties, and agreements by you.

5. DUTIES AND RESPONSIBILITIES:

a. **Exclusivity:** You agree to perform your duties, responsibilities and obligations efficiently and to the best of your ability. You agree that you will devote all of your working time, care and attention and best efforts to such duties, responsibilities and obligations throughout the term of employment. You also agree that you will not engage in any other employment or business activities. You agree that all of your activities as an employee of the Company shall be in conformity with all the policies, rules and regulations and directions of the Company.

You are required to engage yourself exclusively in the work assigned by the company and shall not take up any independent or individual assignments (whether the same as part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head. You will avoid any such issue which may result in a conflict between your personal interest and the interest of the company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

You shall obey and comply with all the orders and directions given to you by your superior or any other person duly authorized in that behalf. You shall obey all the rules and regulations, either statutory or otherwise, which are in vogue and may be notified from time to time.

b. **Non Solicitation:** You will not, during the course of your employment or at any time thereafter, without the prior written consent of the Company, directly or indirectly, solicit for employment, or employ or otherwise contract for the services of, any person who is employed or engaged (either as an employee or consultant) by any of its associated companies or directly or indirectly induce any such employee to leave his or her employment.

This covenant shall survive the termination of your employment with the Company; and prohibits you from directly or indirectly inducing an employee with whom you have worked with or been in association with during your employment with the company.

c. **Other Interests:** You shall not seek membership of any local or public bodies without first obtaining written permission from the Management.

d. **Controlling Interest:** You agree that, so long as you are employed by the Company, you will not own, directly or indirectly, any controlling or substantial share or other beneficial interest in any business enterprise which is engaged in, or in competition with, any business engaged in by the Company. Notwithstanding the foregoing, you may own, directly or indirectly, up to 5% of the outstanding securities of any business whose securities are traded on any national stock exchanges or in the over-the-counter market.

e. **Work hours:** Your working hours at your place of posting shall be as per the rules and regulations of the company, specified from time to time. However, you may be required to work additional hours, as may be required from time to time, to carry out your duties and responsibilities effectively.

You may be required to work on any day of the year, including festival holidays, in the establishment. You

will be allowed a weekly off in accordance with law on any one of the days in the week, as per the schedule notified.

You shall be entitled to leave and other benefits as per the rules and regulations of the organization.

f. **Non-disclosure:** You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our manufacturing processes, technical know-how, security arrangements, administrative and/or organizational matters of a confidential/secret nature, which you may know by virtue of your being the employee of the Company.

g. **Confidentiality:** You shall keep confidential all the information and material provided to you by the Company concerning their affairs, in order to enable the Company to perform the service. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Company. Your obligation to keep such information confidential shall remain even on termination of this employment.

You shall not at any time, either during your employment or thereafter, except with prior written consent from the company, use for yourself or divulge or disclose, either directly or indirectly, to any person, firm or body corporate, any know-how, drawings or any trade secrets or your user ID and password for various IT applications provided to you or any confidential information as to method or process in connection with any activity of the company or any financial matter of the company which you may acquire during the course of your employment, concerning the business, activity, affairs or property of the company or its subsidiary companies, nor will you keep in your possession or pass on to others without proper written consent of the Management, any documents belonging to the company. You will be solely responsible and accountable for any information loss/sharing or breach of confidentiality in any way which has occurred due to the missing of your credentials.

You are also expected to keep your salary package strictly confidential and not to share any information regarding the salary to anyone except your very close family members.

h. **Proprietary Rights**: You will disclose to us 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 the Company. If and when required to do so by the Company, you shall at the Company's expense, take out or apply for Letter's Patent, Licenses or other rights, privileges or protection as may be directed by the Company in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to us and you will execute and do all instruments, acts, deeds and things, which may be required by us for assigning, transferring or otherwise vesting the same and all benefits arising in respect thereof in favor of the Company or in favor of such other person or persons, firms or companies, as the company may direct as the sole beneficiary thereof.

You will assign (and you hereby do assign) in perpetuity to the Company or its nominee all of your rights to all such new ideas (including all inventions), and to applications for patent or copyrights in all countries, if any, and execute such documents and take such lawful action as may be reasonably required to assign such new ideas to the Company or its nominee.

You will execute and deliver promptly to the Company (without charge to you but at the expense of the Company) such written instruments and cooperate and do such other acts as the Company in its sole discretion deems necessary or desirable to assign and transfer title in such new ideas to the Company and / or its nominee and to assist the Company in preserving the property right in such new ideas (including against forfeiture, abandonment, or loss) and to vest the entire right and title and interest therein exclusively in the Company and / or its nominee.

i. **Safe-keeping of Company's property:** You will be responsible for the safe keeping and return in good condition and order of all the properties of the company, which may be in your use, custody, care or charge. For the loss of any property of the company in your possession, the company will have a right to assess on its own basis and recover the damages of all such materials from you and to take such other action as it

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deems proper in the event of your failure to account for such material or property to its satisfaction.

j. **Return of the Company's Property and records:** Upon termination of your employment, you shall forthwith hand over any letter of Authority or Power of Attorney issued to you or any property / material of the company in your possession at the time of cessation of your employment with the company. Also, you shall return to the Company, without condition, all documents, files, records, keys, and other property of the Company in your possession regardless of the media on which such items are stored, and you shall not retain any copies or duplicates thereof.

k. **Authorizations for activities:** 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.

You will avoid any issue which may result in a conflict between your personal interests and the interests of the Company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the Company.

l. **Non-disparagement:** You agree that you shall act with the highest standards of propriety and professionalism and shall not criticize, ridicule or make any statement which disparages or is derogatory of the Company, any of its Group companies or any other employee or business associate of the Company or the Group Company in any public or non-public communication with any customer or member of the investment community or media or in any communication.

m. **Confidential nature of terms of employment:** You agree that, except as may be required by applicable law you shall not disclose the terms of employment to any person other than your close family members.

n. **Model Release:** You hereby consent and authorize the Company and its successors, assigns, nominees, designees or those for whom they are acting, the right to copyright, and/or use, and/or publish photographic portraits or pictures of the employee, or in which the employee may be included in whole or in part, or composite, in conjunction with my own or any other picture, name or reproductions thereof in color or otherwise make through any media at its offices or elsewhere, for art, advertising, business or trade or any other lawful purpose whatsoever. With respect to the foregoing, no promises have been made to employee to secure his / her consent / authorization to this release. You hereby waive any right that you may have to inspect and approve the finished product or the advertising copy that may be used in connection therewith, or the use to which it may be applied. You hereby release, discharge, the Company and its nominees, designees, successors and assigns, or other form whom it is acting, from liability by virtue of any such portraits or pictures, or in any processing tending towards the completion of the finished product.

o. **Enforceability:** You acknowledge and agree that any violation of any of your duties and responsibilities may result in irreparable damage to the Company, and, accordingly, the Company may obtain injunctive and other equitable relief for any breach or threatened breach of such duties and obligations, in addition to any other remedies available to the Company. You and the Company agree that the restrictions and remedies contained hereinabove are reasonable and that it is your intention and the intention of the Company that such restrictions and remedies shall be enforceable to the fullest extent permissible by law. If it shall be found by a court of competent jurisdiction that any such restriction or remedy is unenforceable but would be enforceable if some part thereof were deleted or the period or area of application reduced, then such restriction or remedy shall apply with such modification as shall be necessary to make it enforceable.

p. It shall be your responsibility to initiate legal process and / or lodge complaints in respect of offenses committed against the Company or the Company property or the affairs of the Company, as may be necessary, by virtue of the responsibilities attached to the office or role occupied by you in the course of the employment with the company.

6. TERMINATION OF EMPLOYMENT:

5.2.1. Average percentage of placement of outgoing students during the last five years

Reliance RETAIL

a. **Employment AT-WILL:** You and the Company acknowledge that the employment is and shall continue to be AT-WILL. This means, that you have the right to terminate your employment at any time and for any reason. Likewise, the Company may terminate your employment with or without cause at any time and for any reason. Accordingly, this letter is not to be construed or interpreted as containing any guarantee of continued employment. As such, the recitation of certain time periods in this letter is solely for the purpose of defining your compensation. It is also not to be construed or interpreted as containing any guarantee of any particular level or nature of compensation.

b. **Performance:** Your appointment and subsequent continuation of employment with the Company is strictly based on your delivering consistently on the agreed performance parameters and business targets.

c. **Superannuation:** You will automatically retire from the service of the company on attaining the age of 58 years.

d. **Absenteeism:** 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 terminated your employment without giving any notice unless you:

   i. Return to work within 8 days from the commencement of such absence, and
   ii. Give an explanation to the satisfaction of the Management regarding such absence

e. **Medical Fitness:** 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 may be terminated from employment.

f. **Notice Period:** Notwithstanding anything contained herein, the Company, in its sole discretion, may terminate your employment without cause by giving three months' notice in writing or payment of pro rata three months' Basic Salary, in lieu thereof. Likewise, you may resign from employment without cause by giving three months' notice in writing or by payment of pro rata three months' Basic Salary, in lieu thereof. In the event of your resignation, the Company in its sole discretion will have an option to accept the same and relieve you prior to the completion of the stipulated notice period of 3 months, without any pay in lieu of the notice period.

g. **Termination for Misconduct:** Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term "misconduct" in the case of reasonable suspicion of misconduct, disloyalty, and commission of an act involving moral turpitude, any action of indiscipline or inefficiency.

h. **Suspension:** You may be placed under suspension, without salary, pending enquiry into the charges of misconduct or otherwise. The salary for the suspension period will be paid to you only when you are found not guilty of any of the charges for which you were suspended and not otherwise.

i. **Harassment:** The Establishment considers harassment and discrimination of any nature to be an unacceptable form of Behavior, which is not tolerated under any circumstances. All people have the right to work in an environment that is free from harassment and discrimination. Disciplinary action will be taken against anyone found to be guilty of harassing or discriminating against a fellow employee that may result in termination of employment.

j. **Non-compete:** In the event of your separation from the Company for any reason whatsoever, you will not take up any job or assignment either full time or otherwise, either directly or indirectly, for a period of three months from the date of separation in any industry or business involved in similar/competing business of the company or any of its Group Companies.

k. **Recovery of Payments:** Payments / reimbursements made towards recovery of notice period by your previous employer and relocation expenses by us will be recovered in full in the event of your separation from the company before completion of one year of joining.

5.2.1. Average percentage of placement of outgoing students during the last five years

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7. AUTHORIZATION FOR ANTECEDENT VERIFICATION :

You have hereby given no objection in the Company (Or its group Companies and associates) sharing your personal information and documents, including but not limited to Aadhaar number, other Government issues ID number such as Voter ID, PAN card, DL, name, gender, date of birth, addresses, mobile number, email, education record and employment record with any Reference / Antecedent Verification Organization that company has appointed time being or anytime later for the purpose of background checks and verifications, in order to avail services such as employment / training / management / payment / credit / insurance / house on rent / vehicle on rent, etc.

You have hereby authorized the Company or any agency/ agencies appointed by them from time to time to store your personal information on their platform, which will be accessible to the Company or its service provider for which this consent is being obtained. The Company or its service provider and their authorized users / partners / affiliates / contractors can access and update your digital record on such platform, including data, documents, certificates, verification reports, references, testimonials, etc. and can use related services provided via such agency. You have understood that agency will ensure security and confidentiality of the same.

You also agree that your digital record including references, testimonials and verification reports on such agency platform will only be available to any other users of the platform if/when you provide your explicit consent for the same. You have also understood that you have the option of deleting your digital record from such agency database.

Your No Objection will be coterminous with the arrangement between the Company and any agency / organization engaged by the Company for Reference / Antecedent Verification of your current and past employments.

8. GENERAL:

a. **Training:** You may be selected and sponsored by the Company for familiarization/ training assignments with our technical collaborators or any other institutions/ organizations in India and/or abroad, based on stipulated terms and conditions. You will diligently and beneficially take part in the training and such assignments in accordance with company policies and directives. The cost of any such training shall be borne by the company and you may be required to sign a Service Bond for a minimum time for which you will serve the company. The company can recover the liquidated damages on the event of your voluntary resignation before the time as mutually agreed upon in the bond.

b. **Rules Regulations and Policy on Ethics:** You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such other rules or orders of the company that may come in force from time to time. You must observe the policies that the Company publishes from time to time. These include a requirement that you maintain the highest standards of conduct and act with the highest ethical principles. You must not do anything that may be a conflict of interest with your responsibilities as an employee.

c. **Media Interaction:** You will not interact with the media - electronic, print or otherwise in

i. India or overseas, during or outside work hours, either in your own personal capacity or on behalf of the company unless you have express and direct approval from the Management to interact with the media as the representative of the Company. Only persons duly authorized by the Management are allowed to interact with media on specified subjects. Disclosure of any information other than statutory disclosures or those specifically authorized by the Management is prohibited.

ii. Disclosure of information on proceedings of meetings (board / committee / internal) and disclosure of forward-looking statements is prohibited unless such disclosure is specifically approved by the Management. These will need to be combined with cautionary statements, wherever required.

iii. You shall also not disclose non-public information selectively to any particular group as it may lead to

Reliance RETAIL

unfair advantage / discrimination.

iv. For any outside publication of books, articles or manuscripts which relate specifically to the Company's business, policies and processes, you should take the approval of the Management prior to its release.

v. Any violation of the company's media policy, tantamount to a breach of the terms and conditions of employment and may result in termination of the contract.

d. **Dispute Jurisdiction:** It is hereby expressly agreed and declared that this letter of employment shall be deemed to have been made at Mumbai and that any dispute or suit or action or proceedings whatsoever arising out of or under this letter of appointment or breach thereof or in respect of any matter or thing herein contained and any claim by either party against the other shall be instituted or adjudicated upon or decided by a court of competent jurisdiction at Mumbai.

e. **Entire Agreement:** This contract and the document referred to herein contain the entire agreement and understanding of the parties with respect to the subject matter hereof and shall supersede any and all prior or contemporaneous communications, representations, or agreements between the parties, whether oral or written, regarding the subject matter of this contract.

f. **Age:** Your age mentioned in the Matriculation / Higher Secondary Certificate / Passport will be deemed to be the conclusive proof of your date of birth.

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

h. **Passport:** It is desirable that you have a valid passport at all times and ensure that the same is renewed from time to time.

i. **Travel:** You shall make your own transport arrangements to and fro from the place of work.

In case of one / more clauses of this letter of employment becomes untenable, the same shall not render the letter of employment null and void in its entirety.

The various clauses of this letter are to be read, understood, and interpreted in its entirety, and none of the clauses are severable from the remaining.

I confirm that this contract is in accordance with our mutual understanding and unconditionally and irrevocably accept the above terms and conditions.

Employee Name:

Signature:

Date:

5.2.1. Average percentage of placement of outgoing students during the last five years

Reliance RETAIL

Ref: HR/SEP/21/B1/59284431/60198416/1001030285 **Date: 08 September, 2021**

Mr. Mohamed Hariz m
Jyothi Ramalingam street
Kanigapuram,Avadi, Chennai
Chennai 600054
Tamil Nadu, India

Dear **Mr. Mohamed**

This is with reference to your application and subsequent interview you had with us.

We are pleased to offer you employment as **DMIT** in **Assistant Manager - B1 grade** in our business on the following terms and conditions:

1. PLACE OF POSTING:

Your initial posting will be at **Chennai,Tamil Nadu**.

However, during employment with the Company, you may be posted at any other location in India or abroad, without any additional remuneration. Further your services may be transferred to any other Reliance Group Company.

This offer is subject to your joining us on or before 14 September, 2021.

2. COMPENSATION:

Your compensation on a Cost to Company (CTC) basis will be **Rs. 2,75,000/- (Rupees Two Lac(s) Seventy Five Thousand Only) per annum** and will be payable as under. Please refer to Annexure 1A for detailed breakup of your CTC.

i. **Fixed Pay: Rs. 2,75,000/- (Rupees Two Lac(s) Seventy Five Thousand Only) per annum.**

This includes Basic Pay and Choice Pay that consists of other allowances, benefits, perquisites etc. as per the compensation policy of the company.

ii. **Retirals: Rs. 25,680/- (Rupees Twenty Five Thousand Six Hundred Eighty Only) per annum.**

This includes:
- Provident Fund @ 12% of PF Wages (i.e. Basic Pay + Personnel Special Allowance, wherever paid) and may be capped at applicable Statutory Wage Limit or actual PF Wages depending on company policy.
- Gratuity @4.81% of Basic Pay and paid as per provisions of The Payment of Gratuity Act 1972.

3. GENERAL:

You may choose components of your CTC as per your requirement, being referred as Choice Pay. In the year of joining and leaving the Company, the CTC will be pro-rated based on the number of days you are in the employment of the Company.

The available CTC components along with limits have been detailed in Annexure 1B.

The components within each category of payment are discretionary and the Company has the right to change these components at any time without notice. Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

5.2.1. Average percentage of placement of outgoing students during the last five years

Reliance RETAIL

The Annexure 1A and the detailed "Terms & Conditions of Employment" in Annexure 2 together sets forth the terms and conditions under which the Company would employ you and become effective from the date you join the Company. Your acceptance of the offer of employment would be on the basis of these terms and conditions of employment.

You are requested to sign and return to the Company a copy of this letter containing Annexure 1A and "Terms & Conditions of Employment" in Annexure 2, as confirmation of your acceptance.

This offer and appointment letter shall automatically stand withdrawn in case we do not receive your acknowledgement and acceptance within ten days from issue of this letter.

We wish you a long and successful association with us.

Sincerely yours,
For Reliance Retail Limited

Ankur Shukla
Head - Human Resources

ACKNOWLEDGEMENT & ACCEPTANCE

I have read and understood all terms and conditions relating to my appointment/ employment and declare that I hereby unconditionally and irrevocably accept the same.

I shall report for duty on _____

SIGNATURE: _____ **DATE:** _____

5.2.1. Average percentage of placement of outgoing students during the last five years

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Annexure 1A			
Name: Mohamed Hariz m			
EARNINGS			
CTC Components		**Proposed CTC (Rs.)**	
		Monthly	**Annual**
	A. Fixed Pay		
1	Basic Pay	9,838	1,18,058
	Choice Pay		
2	Conveyance	**Refer to Annexure 1B**	
3	Fuel & Maintenance	**Refer to Annexure 1B**	
4	Leave Travel Allowance	**Refer to Annexure 1B**	
5	Medical Reimbursement	**Refer to Annexure 1B**	
6	Bonus*	1,968	23,612
7	Residual Choice Pay	4,052	48,622
	Housing		
8	House Rent Allowance	4,919	59,029
	Retirals		
9	PF - Employer Contribution	1,667	20,002
10	Gratuity (4.81% of Basic)	473	5,679
	Total Fixed Pay [A]	22,917	2,75,000
	Total CTC (A)	22,917	2,75,000

Note: The above amounts are the maximum permissible limits. On joining, you may change the same to suit your needs.

(*) In case of employees that are entitled to Bonus under the Payment of Bonus Act 1965.
(**) For Insurance Premium debits, please refer Annexure 1B

	Insurance (Pay Slip Debit As Per Grade)	**Monthly**	**Annual**
	GPA Insurance Premium		
	Group Term Life Insurance Premium		
	Medical Insurance Premium		

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Annexure - 2

TERMS AND CONDITIONS OF EMPLOYMENT

1. MEDICAL FITNESS & VERIFICATION OF PARTICULARS:

Your appointment is subject to:

a. Medical Fitness: You being declared medically fit by a Medical Officer or by a Doctor specified by the Company and remaining medically fit.

b. Verification of Particulars: In case particulars mentioned in your application and the representations and warranties provided by you are found false or unsatisfactory, your services would be liable for termination at any time without any notice or any compensation in lieu thereof.

2. PROBATION:

You will be initially on probation for a period of Six Months, which may be extended or reduced at the sole discretion of the Management. During the period of probation, the appointment is terminable by giving 30 days' notice in writing by either side or payment of 30 days Basic salary in lieu thereof. On completion of initial probation period till such time that you are intimated in writing regarding your confirmation, you shall continue to be on probation. After confirmation, the employment can end through three months' notice or payment of Basic salary in lieu thereof by either side. You shall attend duties till you are relieved from services in writing. Waiving the Notice Period on resignation is at the sole discretion of the company.

3. TRANSFER

Your employment is transferable to any other place/ establishment/ department/ division/ unit/ branch/ subsidiary of the company. However, such transfer will not entail any increase in your salary and / or adversely affect your emoluments.

4. REPRESENTATIONS AND WARRANTIES:

The Company's agreement to continue to employ you and the compensation and benefits to be paid to you are in consideration of the terms, covenants, and conditions stated herein, and you represent and warrant to the company that:

a. You are under no contractual or other restriction or obligation which is inconsistent with the conditions contained herein, the performance of your duties hereunder, or the other rights of the Company hereunder.

b. You are under no physical or mental disability that would hinder the performance of your duties contained herein.

c. You shall not raise any issue of the reasonableness of the terms, covenants, and/or conditions in any proceeding to enforce these terms, covenants and/or conditions.

d. You have full right and authority to execute this contract and that you are not bound by any contract or arrangement, including any employment contract, bond or covenant not to compete, inconsistent herewith

e. You hereby agree and undertake to indemnify the Company, its affiliates and the directors, officers and employees of each of the foregoing and to hold them harmless from and against any and all third party claims they face, which give rise to any liabilities, damages, claims, costs and expenses (including legal expenses), due to any act, omission, violation or breach of any of your representations, warranties, and covenants.

f. The Company shall indemnify and defend you to the fullest extent permitted by the law of the State of Company's incorporation and the By-Laws of the Company with respect to any claims that may be brought against you arising out of any action taken or not taken in your capacity as an officer or director of the Company; provided, that, the Company shall not indemnify and defend you with respect to any claims brought against you relating to intentional or willful acts, or to other acts as to which indemnification is not allowable under applicable law.

g. These terms, covenants, and/or conditions shall survive the termination of your employment with the Company; and conditions set forth herein are essential for the Company's protection; and the Company has relied on these representations, warranties, and agreements by you.

5. DUTIES AND RESPONSIBILITIES:

a. **Exclusivity:** You agree to perform your duties, responsibilities and obligations efficiently and to the best of your ability. You agree that you will devote all of your working time, care and attention and best efforts to such duties, responsibilities and obligations throughout the term of employment. You also agree that you will not engage in any other employment or business activities. You agree that all of your activities as an employee of the Company shall be in conformity with all the policies, rules and regulations and directions of the Company.

You are required to engage yourself exclusively in the work assigned by the company and shall not take up any independent or individual assignments (whether the same as part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head. You will avoid any such issue which may result in a conflict between your personal interest and the interest of the company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

You shall obey and comply with all the orders and directions given to you by your superior or any other person duly authorized in that behalf. You shall obey all the rules and regulations, either statutory or otherwise, which are in vogue and may be notified from time to time.

b. **Non Solicitation:** You will not, during the course of your employment or at any time thereafter, without the prior written consent of the Company, directly or indirectly, solicit for employment, or employ or otherwise contract for the services of, any person who is employed or engaged (either as an employee or consultant) by any of its associated companies or directly or indirectly induce any such employee to leave his or her employment.

This covenant shall survive the termination of your employment with the Company; and prohibits you from directly or indirectly inducing an employee with whom you have worked with or been in association with during your employment with the company.

c. **Other Interests:** You shall not seek membership of any local or public bodies without first obtaining written permission from the Management.

d. **Controlling Interest:** You agree that, so long as you are employed by the Company, you will not own, directly or indirectly, any controlling or substantial share or other beneficial interest in any business enterprise which is engaged in, or in competition with, any business engaged in by the Company. Notwithstanding the foregoing, you may own, directly or indirectly, up to 5% of the outstanding securities of any business whose securities are traded on any national stock exchanges or in the over-the-counter market.

e. **Work hours:** Your working hours at your place of posting shall be as per the rules and regulations of the company, specified from time to time. However, you may be required to work additional hours, as may be required from time to time, to carry out your duties and responsibilities effectively.

You may be required to work on any day of the year, including festival holidays, in the establishment. You

will be allowed a weekly off in accordance with law on any one of the days in the week, as per the schedule notified.

You shall be entitled to leave and other benefits as per the rules and regulations of the organization.

f. **Non-disclosure:** You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our manufacturing processes, technical know-how, security arrangements, administrative and/or organizational matters of a confidential/secret nature, which you may know by virtue of your being the employee of the Company.

g. **Confidentiality:** You shall keep confidential all the information and material provided to you by the Company concerning their affairs, in order to enable the Company to perform the service. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Company. Your obligation to keep such information confidential shall remain even on termination of this employment.

You shall not at any time, either during your employment or thereafter, except with prior written consent from the company, use for yourself or divulge or disclose, either directly or indirectly, to any person, firm or body corporate, any know-how, drawings or any trade secrets or your user ID and password for various IT applications provided to you or any confidential information as to method or process in connection with any activity of the company or any financial matter of the company which you may acquire during the course of your employment, concerning the business, activity, affairs or property of the company or its subsidiary companies, nor will you keep in your possession or pass on to others without proper written consent of the Management, any documents belonging to the company. You will be solely responsible and accountable for any information loss/sharing or breach of confidentiality in any way which has occurred due to the missing of your credentials.

You are also expected to keep your salary package strictly confidential and not to share any information regarding the salary to anyone except your very close family members.

h. **Proprietary Rights**: You will disclose to us 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 the Company. If and when required to do so by the Company, you shall at the Company's expense, take out or apply for Letter's Patent, Licenses or other rights, privileges or protection as may be directed by the Company in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to us and you will execute and do all instruments, acts, deeds and things, which may be required by us for assigning, transferring or otherwise vesting the same and all benefits arising in respect thereof in favor of the Company or in favor of such other person or persons, firms or companies, as the company may direct as the sole beneficiary thereof.

You will assign (and you hereby do assign) in perpetuity to the Company or its nominee all of your rights to all such new ideas (including all inventions), and to applications for patent or copyrights in all countries, if any, and execute such documents and take such lawful action as may be reasonably required to assign such new ideas to the Company or its nominee.

You will execute and deliver promptly to the Company (without charge to you but at the expense of the Company) such written instruments and cooperate and do such other acts as the Company in its sole discretion deems necessary or desirable to assign and transfer title in such new ideas to the Company and / or its nominee and to assist the Company in preserving the property right in such new ideas (including against forfeiture, abandonment, or loss) and to vest the entire right and title and interest therein exclusively in the Company and / or its nominee.

i. **Safe-keeping of Company's property:** You will be responsible for the safe keeping and return in good condition and order of all the properties of the company, which may be in your use, custody, care or charge. For the loss of any property of the company in your possession, the company will have a right to assess on its own basis and recover the damages of all such materials from you and to take such other action as it

Reliance RETAIL

deems proper in the event of your failure to account for such material or property to its satisfaction.

j. **Return of the Company's Property and records:** Upon termination of your employment, you shall forthwith hand over any letter of Authority or Power of Attorney issued to you or any property / material of the company in your possession at the time of cessation of your employment with the company. Also, you shall return to the Company, without condition, all documents, files, records, keys, and other property of the Company in your possession regardless of the media on which such items are stored, and you shall not retain any copies or duplicates thereof.

k. **Authorizations for activities:** 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.

You will avoid any issue which may result in a conflict between your personal interests and the interests of the Company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the Company.

l. **Non-disparagement:** You agree that you shall act with the highest standards of propriety and professionalism and shall not criticize, ridicule or make any statement which disparages or is derogatory of the Company, any of its Group companies or any other employee or business associate of the Company or the Group Company in any public or non-public communication with any customer or member of the investment community or media or in any communication.

m. **Confidential nature of terms of employment:** You agree that, except as may be required by applicable law you shall not disclose the terms of employment to any person other than your close family members.

n. **Model Release:** You hereby consent and authorize the Company and its successors, assigns, nominees, designees or those for whom they are acting, the right to copyright, and/or use, and/or publish photographic portraits or pictures of the employee, or in which the employee may be included in whole or in part, or composite, in conjunction with my own or any other picture, name or reproductions thereof in color or otherwise make through any media at its offices or elsewhere, for art, advertising, business or trade or any other lawful purpose whatsoever. With respect to the foregoing, no promises have been made to employee to secure his / her consent / authorization to this release. You hereby waive any right that you may have to inspect and approve the finished product or the advertising copy that may be used in connection therewith, or the use to which it may be applied. You hereby release, discharge, the Company and its nominees, designees, successors and assigns, or other form whom it is acting, from liability by virtue of any such portraits or pictures, or in any processing tending towards the completion of the finished product.

o. **Enforceability:** You acknowledge and agree that any violation of any of your duties and responsibilities may result in irreparable damage to the Company, and, accordingly, the Company may obtain injunctive and other equitable relief for any breach or threatened breach of such duties and obligations, in addition to any other remedies available to the Company. You and the Company agree that the restrictions and remedies contained hereinabove are reasonable and that it is your intention and the intention of the Company that such restrictions and remedies shall be enforceable to the fullest extent permissible by law. If it shall be found by a court of competent jurisdiction that any such restriction or remedy is unenforceable but would be enforceable if some part thereof were deleted or the period or area of application reduced, then such restriction or remedy shall apply with such modification as shall be necessary to make it enforceable.

p. It shall be your responsibility to initiate legal process and / or lodge complaints in respect of offenses committed against the Company or the Company property or the affairs of the Company, as may be necessary, by virtue of the responsibilities attached to the office or role occupied by you in the course of the employment with the company.

6. TERMINATION OF EMPLOYMENT:

5.2.1. Average percentage of placement of outgoing students during the last five years

Reliance RETAIL

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b. **Performance:** Your appointment and subsequent continuation of employment with the Company is strictly based on your delivering consistently on the agreed performance parameters and business targets.

c. **Superannuation:** You will automatically retire from the service of the company on attaining the age of 58 years.

d. **Absenteeism:** 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 terminated your employment without giving any notice unless you:

   i. Return to work within 8 days from the commencement of such absence, and
   ii. Give an explanation to the satisfaction of the Management regarding such absence

e. **Medical Fitness:** 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 may be terminated from employment.

f. **Notice Period:** Notwithstanding anything contained herein, the Company, in its sole discretion, may terminate your employment without cause by giving three months' notice in writing or payment of pro rata three months' Basic Salary, in lieu thereof. Likewise, you may resign from employment without cause by giving three months' notice in writing or by payment of pro rata three months' Basic Salary, in lieu thereof. In the event of your resignation, the Company in its sole discretion will have an option to accept the same and relieve you prior to the completion of the stipulated notice period of 3 months, without any pay in lieu of the notice period.

g. **Termination for Misconduct:** Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term "misconduct" in the case of reasonable suspicion of misconduct, disloyalty, and commission of an act involving moral turpitude, any action of indiscipline or inefficiency.

h. **Suspension:** You may be placed under suspension, without salary, pending enquiry into the charges of misconduct or otherwise. The salary for the suspension period will be paid to you only when you are found not guilty of any of the charges for which you were suspended and not otherwise.

i. **Harassment:** The Establishment considers harassment and discrimination of any nature to be an unacceptable form of Behavior, which is not tolerated under any circumstances. All people have the right to work in an environment that is free from harassment and discrimination. Disciplinary action will be taken against anyone found to be guilty of harassing or discriminating against a fellow employee that may result in termination of employment.

j. **Non-compete:** In the event of your separation from the Company for any reason whatsoever, you will not take up any job or assignment either full time or otherwise, either directly or indirectly, for a period of three months from the date of separation in any industry or business involved in similar/competing business of the company or any of its Group Companies.

k. **Recovery of Payments:** Payments / reimbursements made towards recovery of notice period by your previous employer and relocation expenses by us will be recovered in full in the event of your separation from the company before completion of one year of joining.

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Reliance RETAIL

7. AUTHORIZATION FOR ANTECEDENT VERIFICATION :

You have hereby given no objection in the Company (Or its group Companies and associates) sharing your personal information and documents, including but not limited to Aadhaar number, other Government issues ID number such as Voter ID, PAN card, DL, name, gender, date of birth, addresses, mobile number, email, education record and employment record with any Reference / Antecedent Verification Organization that company has appointed time being or anytime later for the purpose of background checks and verifications, in order to avail services such as employment / training / management / payment / credit / insurance / house on rent / vehicle on rent, etc.

You have hereby authorized the Company or any agency/ agencies appointed by them from time to time to store your personal information on their platform, which will be accessible to the Company or its service provider for which this consent is being obtained. The Company or its service provider and their authorized users / partners / affiliates / contractors can access and update your digital record on such platform, including data, documents, certificates, verification reports, references, testimonials, etc. and can use related services provided via such agency. You have understood that agency will ensure security and confidentiality of the same.

You also agree that your digital record including references, testimonials and verification reports on such agency platform will only be available to any other users of the platform if/when you provide your explicit consent for the same. You have also understood that you have the option of deleting your digital record from such agency database.

Your No Objection will be coterminous with the arrangement between the Company and any agency / organization engaged by the Company for Reference / Antecedent Verification of your current and past employments.

8. GENERAL:

a. **Training:** You may be selected and sponsored by the Company for familiarization/ training assignments with our technical collaborators or any other institutions/ organizations in India and/or abroad, based on stipulated terms and conditions. You will diligently and beneficially take part in the training and such assignments in accordance with company policies and directives. The cost of any such training shall be borne by the company and you may be required to sign a Service Bond for a minimum time for which you will serve the company. The company can recover the liquidated damages on the event of your voluntary resignation before the time as mutually agreed upon in the bond.

b. **Rules Regulations and Policy on Ethics:** You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such other rules or orders of the company that may come in force from time to time. You must observe the policies that the Company publishes from time to time. These include a requirement that you maintain the highest standards of conduct and act with the highest ethical principles. You must not do anything that may be a conflict of interest with your responsibilities as an employee.

c. **Media Interaction:** You will not interact with the media - electronic, print or otherwise in

i. India or overseas, during or outside work hours, either in your own personal capacity or on behalf of the company unless you have express and direct approval from the Management to interact with the media as the representative of the Company. Only persons duly authorized by the Management are allowed to interact with media on specified subjects. Disclosure of any information other than statutory disclosures or those specifically authorized by the Management is prohibited.

ii. Disclosure of information on proceedings of meetings (board / committee / internal) and disclosure of forward-looking statements is prohibited unless such disclosure is specifically approved by the Management. These will need to be combined with cautionary statements, wherever required.

iii. You shall also not disclose non-public information selectively to any particular group as it may lead to

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unfair advantage / discrimination.

iv. For any outside publication of books, articles or manuscripts which relate specifically to the Company's business, policies and processes, you should take the approval of the Management prior to its release.

v. Any violation of the company's media policy, tantamount to a breach of the terms and conditions of employment and may result in termination of the contract.

d. **Dispute Jurisdiction:** It is hereby expressly agreed and declared that this letter of employment shall be deemed to have been made at Mumbai and that any dispute or suit or action or proceedings whatsoever arising out of or under this letter of appointment or breach thereof or in respect of any matter or thing herein contained and any claim by either party against the other shall be instituted or adjudicated upon or decided by a court of competent jurisdiction at Mumbai.

e. **Entire Agreement:** This contract and the document referred to herein contain the entire agreement and understanding of the parties with respect to the subject matter hereof and shall supersede any and all prior or contemporaneous communications, representations, or agreements between the parties, whether oral or written, regarding the subject matter of this contract.

f. **Age:** Your age mentioned in the Matriculation / Higher Secondary Certificate / Passport will be deemed to be the conclusive proof of your date of birth.

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

h. **Passport:** It is desirable that you have a valid passport at all times and ensure that the same is renewed from time to time.

i. **Travel:** You shall make your own transport arrangements to and fro from the place of work.

In case of one / more clauses of this letter of employment becomes untenable, the same shall not render the letter of employment null and void in its entirety.

The various clauses of this letter are to be read, understood, and interpreted in its entirety, and none of the clauses are severable from the remaining.

I confirm that this contract is in accordance with our mutual understanding and unconditionally and irrevocably accept the above terms and conditions.

Employee Name:

Signature:

Date:

5.2.1. Average percentage of placement of outgoing students during the last five years

Reliance RETAIL

Ref: HR/SEP/21/B1/59319438/60160777/1001030283 **Date: 08 September, 2021**

Mr. Mohamed Nijam s
Melur taluk,PALLAPATTI,
Mudurai
Mudurai 625103
Tamil Nadu, India

Dear **Mr. Mohamed**

This is with reference to your application and subsequent interview you had with us.

We are pleased to offer you employment as **Department Manager in Trainee** in **Assistant Manager - B1 grade** in our business on the following terms and conditions:

1. PLACE OF POSTING:

Your initial posting will be at **Chennai,Tamil Nadu**.

However, during employment with the Company, you may be posted at any other location in India or abroad, without any additional remuneration. Further your services may be transferred to any other Reliance Group Company.

This offer is subject to your joining us on or before 14 September, 2021.

2. COMPENSATION:

Your compensation on a Cost to Company (CTC) basis will be **Rs. 2,75,000/- (Rupees Two Lac(s) Seventy Five Thousand Only) per annum** and will be payable as under. Please refer to Annexure 1A for detailed breakup of your CTC.

i. **Fixed Pay: Rs. 2,75,000/- (Rupees Two Lac(s) Seventy Five Thousand Only) per annum.**

This includes Basic Pay and Choice Pay that consists of other allowances, benefits, perquisites etc. as per the compensation policy of the company.

ii. **Retirals: Rs. 25,680/- (Rupees Twenty Five Thousand Six Hundred Eighty Only) per annum.**

This includes:
- Provident Fund @ 12% of PF Wages (i.e. Basic Pay + Personnel Special Allowance, wherever paid) and may be capped at applicable Statutory Wage Limit or actual PF Wages depending on company policy.
- Gratuity @4.81% of Basic Pay and paid as per provisions of The Payment of Gratuity Act 1972.

3. GENERAL:

You may choose components of your CTC as per your requirement, being referred as Choice Pay. In the year of joining and leaving the Company, the CTC will be pro-rated based on the number of days you are in the employment of the Company.

The available CTC components along with limits have been detailed in Annexure 1B.

The components within each category of payment are discretionary and the Company has the right to change these components at any time without notice. Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

5.2.1. Average percentage of placement of outgoing students during the last five years

Reliance RETAIL

The Annexure 1A and the detailed "Terms & Conditions of Employment" in Annexure 2 together sets forth the terms and conditions under which the Company would employ you and become effective from the date you join the Company. Your acceptance of the offer of employment would be on the basis of these terms and conditions of employment.

You are requested to sign and return to the Company a copy of this letter containing Annexure 1A and "Terms & Conditions of Employment" in Annexure 2, as confirmation of your acceptance.

This offer and appointment letter shall automatically stand withdrawn in case we do not receive your acknowledgement and acceptance within ten days from issue of this letter.

We wish you a long and successful association with us.

Sincerely yours,
For Reliance Retail Limited

Ankur Shukla
Head - Human Resources

ACKNOWLEDGEMENT & ACCEPTANCE

I have read and understood all terms and conditions relating to my appointment/ employment and declare that I hereby unconditionally and irrevocably accept the same.

I shall report for duty on _____

SIGNATURE: _____ **DATE:** _____

5.2.1. Average percentage of placement of outgoing students during the last five years

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Annexure 1A			
Name: Mohamed Nijam s			
EARNINGS			
CTC Components		**Proposed CTC (Rs.)**	
		Monthly	**Annual**
A. Fixed Pay			
1	Basic Pay	9,838	1,18,058
Choice Pay			
2	Conveyance	**Refer to Annexure 1B**	
3	Fuel & Maintenance	**Refer to Annexure 1B**	
4	Leave Travel Allowance	**Refer to Annexure 1B**	
5	Medical Reimbursement	**Refer to Annexure 1B**	
6	Bonus*	1,968	23,612
7	Residual Choice Pay	4,052	48,622
Housing			
8	House Rent Allowance	4,919	59,029
Retirals			
9	PF - Employer Contribution	1,667	20,002
10	Gratuity (4.81% of Basic)	473	5,679
Total Fixed Pay [A]		22,917	2,75,000
Total CTC (A)		22,917	2,75,000

Note: The above amounts are the maximum permissible limits. On joining, you may change the same to suit your needs.

(*) In case of employees that are entitled to Bonus under the Payment of Bonus Act 1965.
(**) For Insurance Premium debits, please refer Annexure 1B

Insurance (Pay Slip Debit As Per Grade)	**Monthly**	**Annual**
GPA Insurance Premium		
Group Term Life Insurance Premium		
Medical Insurance Premium		

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Annexure - 2

TERMS AND CONDITIONS OF EMPLOYMENT

1. MEDICAL FITNESS & VERIFICATION OF PARTICULARS:

Your appointment is subject to:

a. Medical Fitness: You being declared medically fit by a Medical Officer or by a Doctor specified by the Company and remaining medically fit.

b. Verification of Particulars: In case particulars mentioned in your application and the representations and warranties provided by you are found false or unsatisfactory, your services would be liable for termination at any time without any notice or any compensation in lieu thereof.

2. PROBATION:

You will be initially on probation for a period of Six Months, which may be extended or reduced at the sole discretion of the Management. During the period of probation, the appointment is terminable by giving 30 days' notice in writing by either side or payment of 30 days Basic salary in lieu thereof. On completion of initial probation period till such time that you are intimated in writing regarding your confirmation, you shall continue to be on probation. After confirmation, the employment can end through three months' notice or payment of Basic salary in lieu thereof by either side. You shall attend duties till you are relieved from services in writing. Waiving the Notice Period on resignation is at the sole discretion of the company.

3. TRANSFER

Your employment is transferable to any other place/ establishment/ department/ division/ unit/ branch/ subsidiary of the company. However, such transfer will not entail any increase in your salary and / or adversely affect your emoluments.

4. REPRESENTATIONS AND WARRANTIES:

The Company's agreement to continue to employ you and the compensation and benefits to be paid to you are in consideration of the terms, covenants, and conditions stated herein, and you represent and warrant to the company that:

a. You are under no contractual or other restriction or obligation which is inconsistent with the conditions contained herein, the performance of your duties hereunder, or the other rights of the Company hereunder.

b. You are under no physical or mental disability that would hinder the performance of your duties contained herein.

c. You shall not raise any issue of the reasonableness of the terms, covenants, and/or conditions in any proceeding to enforce these terms, covenants and/or conditions.

d. You have full right and authority to execute this contract and that you are not bound by any contract or arrangement, including any employment contract, bond or covenant not to compete, inconsistent herewith

e. You hereby agree and undertake to indemnify the Company, its affiliates and the directors, officers and employees of each of the foregoing and to hold them harmless from and against any and all third party claims they face, which give rise to any liabilities, damages, claims, costs and expenses (including legal expenses), due to any act, omission, violation or breach of any of your representations, warranties, and covenants.

f. The Company shall indemnify and defend you to the fullest extent permitted by the law of the State of Company's incorporation and the By-Laws of the Company with respect to any claims that may be brought against you arising out of any action taken or not taken in your capacity as an officer or director of the Company; provided, that, the Company shall not indemnify and defend you with respect to any claims brought against you relating to intentional or willful acts, or to other acts as to which indemnification is not allowable under applicable law.

g. These terms, covenants, and/or conditions shall survive the termination of your employment with the Company; and conditions set forth herein are essential for the Company's protection; and the Company has relied on these representations, warranties, and agreements by you.

5. DUTIES AND RESPONSIBILITIES:

a. **Exclusivity:** You agree to perform your duties, responsibilities and obligations efficiently and to the best of your ability. You agree that you will devote all of your working time, care and attention and best efforts to such duties, responsibilities and obligations throughout the term of employment. You also agree that you will not engage in any other employment or business activities. You agree that all of your activities as an employee of the Company shall be in conformity with all the policies, rules and regulations and directions of the Company.

You are required to engage yourself exclusively in the work assigned by the company and shall not take up any independent or individual assignments (whether the same as part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head. You will avoid any such issue which may result in a conflict between your personal interest and the interest of the company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

You shall obey and comply with all the orders and directions given to you by your superior or any other person duly authorized in that behalf. You shall obey all the rules and regulations, either statutory or otherwise, which are in vogue and may be notified from time to time.

b. **Non Solicitation:** You will not, during the course of your employment or at any time thereafter, without the prior written consent of the Company, directly or indirectly, solicit for employment, or employ or otherwise contract for the services of, any person who is employed or engaged (either as an employee or consultant) by any of its associated companies or directly or indirectly induce any such employee to leave his or her employment.

This covenant shall survive the termination of your employment with the Company; and prohibits you from directly or indirectly inducing an employee with whom you have worked with or been in association with during your employment with the company.

c. **Other Interests:** You shall not seek membership of any local or public bodies without first obtaining written permission from the Management.

d. **Controlling Interest:** You agree that, so long as you are employed by the Company, you will not own, directly or indirectly, any controlling or substantial share or other beneficial interest in any business enterprise which is engaged in, or in competition with, any business engaged in by the Company. Notwithstanding the foregoing, you may own, directly or indirectly, up to 5% of the outstanding securities of any business whose securities are traded on any national stock exchanges or in the over-the-counter market.

e. **Work hours:** Your working hours at your place of posting shall be as per the rules and regulations of the company, specified from time to time. However, you may be required to work additional hours, as may be required from time to time, to carry out your duties and responsibilities effectively.

You may be required to work on any day of the year, including festival holidays, in the establishment. You

will be allowed a weekly off in accordance with law on any one of the days in the week, as per the schedule notified.

You shall be entitled to leave and other benefits as per the rules and regulations of the organization.

f. **Non-disclosure:** You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our manufacturing processes, technical know-how, security arrangements, administrative and/or organizational matters of a confidential/secret nature, which you may know by virtue of your being the employee of the Company.

g. **Confidentiality:** You shall keep confidential all the information and material provided to you by the Company concerning their affairs, in order to enable the Company to perform the service. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Company. Your obligation to keep such information confidential shall remain even on termination of this employment.

You shall not at any time, either during your employment or thereafter, except with prior written consent from the company, use for yourself or divulge or disclose, either directly or indirectly, to any person, firm or body corporate, any know-how, drawings or any trade secrets or your user ID and password for various IT applications provided to you or any confidential information as to method or process in connection with any activity of the company or any financial matter of the company which you may acquire during the course of your employment, concerning the business, activity, affairs or property of the company or its subsidiary companies, nor will you keep in your possession or pass on to others without proper written consent of the Management, any documents belonging to the company. You will be solely responsible and accountable for any information loss/sharing or breach of confidentiality in any way which has occurred due to the missing of your credentials.

You are also expected to keep your salary package strictly confidential and not to share any information regarding the salary to anyone except your very close family members.

h. **Proprietary Rights**: You will disclose to us 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 the Company. If and when required to do so by the Company, you shall at the Company's expense, take out or apply for Letter's Patent, Licenses or other rights, privileges or protection as may be directed by the Company in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to us and you will execute and do all instruments, acts, deeds and things, which may be required by us for assigning, transferring or otherwise vesting the same and all benefits arising in respect thereof in favor of the Company or in favor of such other person or persons, firms or companies, as the company may direct as the sole beneficiary thereof.

You will assign (and you hereby do assign) in perpetuity to the Company or its nominee all of your rights to all such new ideas (including all inventions), and to applications for patent or copyrights in all countries, if any, and execute such documents and take such lawful action as may be reasonably required to assign such new ideas to the Company or its nominee.

You will execute and deliver promptly to the Company (without charge to you but at the expense of the Company) such written instruments and cooperate and do such other acts as the Company in its sole discretion deems necessary or desirable to assign and transfer title in such new ideas to the Company and / or its nominee and to assist the Company in preserving the property right in such new ideas (including against forfeiture, abandonment, or loss) and to vest the entire right and title and interest therein exclusively in the Company and / or its nominee.

i. **Safe-keeping of Company's property:** You will be responsible for the safe keeping and return in good condition and order of all the properties of the company, which may be in your use, custody, care or charge. For the loss of any property of the company in your possession, the company will have a right to assess on its own basis and recover the damages of all such materials from you and to take such other action as it

Reliance RETAIL

deems proper in the event of your failure to account for such material or property to its satisfaction.

j. **Return of the Company's Property and records:** Upon termination of your employment, you shall forthwith hand over any letter of Authority or Power of Attorney issued to you or any property / material of the company in your possession at the time of cessation of your employment with the company. Also, you shall return to the Company, without condition, all documents, files, records, keys, and other property of the Company in your possession regardless of the media on which such items are stored, and you shall not retain any copies or duplicates thereof.

k. **Authorizations for activities:** 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.

You will avoid any issue which may result in a conflict between your personal interests and the interests of the Company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the Company.

l. **Non-disparagement:** You agree that you shall act with the highest standards of propriety and professionalism and shall not criticize, ridicule or make any statement which disparages or is derogatory of the Company, any of its Group companies or any other employee or business associate of the Company or the Group Company in any public or non-public communication with any customer or member of the investment community or media or in any communication.

m. **Confidential nature of terms of employment:** You agree that, except as may be required by applicable law you shall not disclose the terms of employment to any person other than your close family members.

n. **Model Release:** You hereby consent and authorize the Company and its successors, assigns, nominees, designees or those for whom they are acting, the right to copyright, and/or use, and/or publish photographic portraits or pictures of the employee, or in which the employee may be included in whole or in part, or composite, in conjunction with my own or any other picture, name or reproductions thereof in color or otherwise make through any media at its offices or elsewhere, for art, advertising, business or trade or any other lawful purpose whatsoever. With respect to the foregoing, no promises have been made to employee to secure his / her consent / authorization to this release. You hereby waive any right that you may have to inspect and approve the finished product or the advertising copy that may be used in connection therewith, or the use to which it may be applied. You hereby release, discharge, the Company and its nominees, designees, successors and assigns, or other form whom it is acting, from liability by virtue of any such portraits or pictures, or in any processing tending towards the completion of the finished product.

o. **Enforceability:** You acknowledge and agree that any violation of any of your duties and responsibilities may result in irreparable damage to the Company, and, accordingly, the Company may obtain injunctive and other equitable relief for any breach or threatened breach of such duties and obligations, in addition to any other remedies available to the Company. You and the Company agree that the restrictions and remedies contained hereinabove are reasonable and that it is your intention and the intention of the Company that such restrictions and remedies shall be enforceable to the fullest extent permissible by law. If it shall be found by a court of competent jurisdiction that any such restriction or remedy is unenforceable but would be enforceable if some part thereof were deleted or the period or area of application reduced, then such restriction or remedy shall apply with such modification as shall be necessary to make it enforceable.

p. It shall be your responsibility to initiate legal process and / or lodge complaints in respect of offenses committed against the Company or the Company property or the affairs of the Company, as may be necessary, by virtue of the responsibilities attached to the office or role occupied by you in the course of the employment with the company.

6. TERMINATION OF EMPLOYMENT:

5.2.1. Average percentage of placement of outgoing students during the last five years

Reliance RETAIL

a. **Employment AT-WILL:** You and the Company acknowledge that the employment is and shall continue to be AT-WILL. This means, that you have the right to terminate your employment at any time and for any reason. Likewise, the Company may terminate your employment with or without cause at any time and for any reason. Accordingly, this letter is not to be construed or interpreted as containing any guarantee of continued employment. As such, the recitation of certain time periods in this letter is solely for the purpose of defining your compensation. It is also not to be construed or interpreted as containing any guarantee of any particular level or nature of compensation.

b. **Performance:** Your appointment and subsequent continuation of employment with the Company is strictly based on your delivering consistently on the agreed performance parameters and business targets.

c. **Superannuation:** You will automatically retire from the service of the company on attaining the age of 58 years.

d. **Absenteeism:** 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 terminated your employment without giving any notice unless you:

   i. Return to work within 8 days from the commencement of such absence, and
   ii. Give an explanation to the satisfaction of the Management regarding such absence

e. **Medical Fitness:** 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 may be terminated from employment.

f. **Notice Period:** Notwithstanding anything contained herein, the Company, in its sole discretion, may terminate your employment without cause by giving three months' notice in writing or payment of pro rata three months' Basic Salary, in lieu thereof. Likewise, you may resign from employment without cause by giving three months' notice in writing or by payment of pro rata three months' Basic Salary, in lieu thereof. In the event of your resignation, the Company in its sole discretion will have an option to accept the same and relieve you prior to the completion of the stipulated notice period of 3 months, without any pay in lieu of the notice period.

g. **Termination for Misconduct:** Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term "misconduct" in the case of reasonable suspicion of misconduct, disloyalty, and commission of an act involving moral turpitude, any action of indiscipline or inefficiency.

h. **Suspension:** You may be placed under suspension, without salary, pending enquiry into the charges of misconduct or otherwise. The salary for the suspension period will be paid to you only when you are found not guilty of any of the charges for which you were suspended and not otherwise.

i. **Harassment:** The Establishment considers harassment and discrimination of any nature to be an unacceptable form of Behavior, which is not tolerated under any circumstances. All people have the right to work in an environment that is free from harassment and discrimination. Disciplinary action will be taken against anyone found to be guilty of harassing or discriminating against a fellow employee that may result in termination of employment.

j. **Non-compete:** In the event of your separation from the Company for any reason whatsoever, you will not take up any job or assignment either full time or otherwise, either directly or indirectly, for a period of three months from the date of separation in any industry or business involved in similar/competing business of the company or any of its Group Companies.

k. **Recovery of Payments:** Payments / reimbursements made towards recovery of notice period by your previous employer and relocation expenses by us will be recovered in full in the event of your separation from the company before completion of one year of joining.

5.2.1. Average percentage of placement of outgoing students during the last five years

Reliance RETAIL

7. AUTHORIZATION FOR ANTECEDENT VERIFICATION :

You have hereby given no objection in the Company (Or its group Companies and associates) sharing your personal information and documents, including but not limited to Aadhaar number, other Government issues ID number such as Voter ID, PAN card, DL, name, gender, date of birth, addresses, mobile number, email, education record and employment record with any Reference / Antecedent Verification Organization that company has appointed time being or anytime later for the purpose of background checks and verifications, in order to avail services such as employment / training / management / payment / credit / insurance / house on rent / vehicle on rent, etc.

You have hereby authorized the Company or any agency/ agencies appointed by them from time to time to store your personal information on their platform, which will be accessible to the Company or its service provider for which this consent is being obtained. The Company or its service provider and their authorized users / partners / affiliates / contractors can access and update your digital record on such platform, including data, documents, certificates, verification reports, references, testimonials, etc. and can use related services provided via such agency. You have understood that agency will ensure security and confidentiality of the same.

You also agree that your digital record including references, testimonials and verification reports on such agency platform will only be available to any other users of the platform if/when you provide your explicit consent for the same. You have also understood that you have the option of deleting your digital record from such agency database.

Your No Objection will be coterminous with the arrangement between the Company and any agency / organization engaged by the Company for Reference / Antecedent Verification of your current and past employments.

8. GENERAL:

a. **Training:** You may be selected and sponsored by the Company for familiarization/ training assignments with our technical collaborators or any other institutions/ organizations in India and/or abroad, based on stipulated terms and conditions. You will diligently and beneficially take part in the training and such assignments in accordance with company policies and directives. The cost of any such training shall be borne by the company and you may be required to sign a Service Bond for a minimum time for which you will serve the company. The company can recover the liquidated damages on the event of your voluntary resignation before the time as mutually agreed upon in the bond.

b. **Rules Regulations and Policy on Ethics:** You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such other rules or orders of the company that may come in force from time to time. You must observe the policies that the Company publishes from time to time. These include a requirement that you maintain the highest standards of conduct and act with the highest ethical principles. You must not do anything that may be a conflict of interest with your responsibilities as an employee.

c. **Media Interaction:** You will not interact with the media - electronic, print or otherwise in

i. India or overseas, during or outside work hours, either in your own personal capacity or on behalf of the company unless you have express and direct approval from the Management to interact with the media as the representative of the Company. Only persons duly authorized by the Management are allowed to interact with media on specified subjects. Disclosure of any information other than statutory disclosures or those specifically authorized by the Management is prohibited.

ii. Disclosure of information on proceedings of meetings (board / committee / internal) and disclosure of forward-looking statements is prohibited unless such disclosure is specifically approved by the Management. These will need to be combined with cautionary statements, wherever required.

iii. You shall also not disclose non-public information selectively to any particular group as it may lead to

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unfair advantage / discrimination.

iv. For any outside publication of books, articles or manuscripts which relate specifically to the Company's business, policies and processes, you should take the approval of the Management prior to its release.

v. Any violation of the company's media policy, tantamount to a breach of the terms and conditions of employment and may result in termination of the contract.

d. **Dispute Jurisdiction:** It is hereby expressly agreed and declared that this letter of employment shall be deemed to have been made at Mumbai and that any dispute or suit or action or proceedings whatsoever arising out of or under this letter of appointment or breach thereof or in respect of any matter or thing herein contained and any claim by either party against the other shall be instituted or adjudicated upon or decided by a court of competent jurisdiction at Mumbai.

e. **Entire Agreement:** This contract and the document referred to herein contain the entire agreement and understanding of the parties with respect to the subject matter hereof and shall supersede any and all prior or contemporaneous communications, representations, or agreements between the parties, whether oral or written, regarding the subject matter of this contract.

f. **Age:** Your age mentioned in the Matriculation / Higher Secondary Certificate / Passport will be deemed to be the conclusive proof of your date of birth.

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

h. **Passport:** It is desirable that you have a valid passport at all times and ensure that the same is renewed from time to time.

i. **Travel:** You shall make your own transport arrangements to and fro from the place of work.

In case of one / more clauses of this letter of employment becomes untenable, the same shall not render the letter of employment null and void in its entirety.

The various clauses of this letter are to be read, understood, and interpreted in its entirety, and none of the clauses are severable from the remaining.

I confirm that this contract is in accordance with our mutual understanding and unconditionally and irrevocably accept the above terms and conditions.

Employee Name:

Signature:

Date:

5.2.1. Average percentage of placement of outgoing students during the last five years

Reliance RETAIL

Ref: HR/SEP/21/B1/59284014/60158056/1001027641 **Date: 02 September, 2021**

Mr. Pradeep Pradeep
Karatipallam,
Thuraiyur.
Thuraiyur 621010
Tamil Nadu, India

Dear **Mr. Pradeep**

This is with reference to your application and subsequent interview you had with us.

We are pleased to offer you employment as **Department Manager In Trainee** in **Assistant Manager - B1 grade** in our business on the following terms and conditions:

1. PLACE OF POSTING:

Your initial posting will be at **Chennai,Tamil Nadu**.

However, during employment with the Company, you may be posted at any other location in India or abroad, without any additional remuneration. Further your services may be transferred to any other Reliance Group Company.

This offer is subject to your joining us on or before 10 September, 2021.

2. COMPENSATION:

Your compensation on a Cost to Company (CTC) basis will be **Rs. 2,75,000/- (Rupees Two Lac(s) Seventy Five Thousand Only) per annum** and will be payable as under. Please refer to Annexure 1A for detailed breakup of your CTC.

i. **Fixed Pay: Rs. 2,75,000/- (Rupees Two Lac(s) Seventy Five Thousand Only) per annum.**

This includes Basic Pay and Choice Pay that consists of other allowances, benefits, perquisites etc. as per the compensation policy of the company.

ii. **Retirals: Rs. 25,680/- (Rupees Twenty Five Thousand Six Hundred Eighty Only) per annum.**

This includes:
- Provident Fund @ 12% of PF Wages (i.e. Basic Pay + Personnel Special Allowance, wherever paid) and may be capped at applicable Statutory Wage Limit or actual PF Wages depending on company policy.
- Gratuity @4.81% of Basic Pay and paid as per provisions of The Payment of Gratuity Act 1972.

3. GENERAL:

You may choose components of your CTC as per your requirement, being referred as Choice Pay. In the year of joining and leaving the Company, the CTC will be pro-rated based on the number of days you are in the employment of the Company.

The available CTC components along with limits have been detailed in Annexure 1B.

The components within each category of payment are discretionary and the Company has the right to change these components at any time without notice. Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

5.2.1. Average percentage of placement of outgoing students during the last five years

Reliance RETAIL

The Annexure 1A and the detailed "Terms & Conditions of Employment" in Annexure 2 together sets forth the terms and conditions under which the Company would employ you and become effective from the date you join the Company. Your acceptance of the offer of employment would be on the basis of these terms and conditions of employment.

You are requested to sign and return to the Company a copy of this letter containing Annexure 1A and "Terms & Conditions of Employment" in Annexure 2, as confirmation of your acceptance.

This offer and appointment letter shall automatically stand withdrawn in case we do not receive your acknowledgement and acceptance within ten days from issue of this letter.

We wish you a long and successful association with us.

Sincerely yours,
For Reliance Retail Limited

Ankur Shukla
Head - Human Resources

ACKNOWLEDGEMENT & ACCEPTANCE

I have read and understood all terms and conditions relating to my appointment/ employment and declare that I hereby unconditionally and irrevocably accept the same.

I shall report for duty on _____

SIGNATURE: _____ **DATE:** _____

5.2.1. Average percentage of placement of outgoing students during the last five years

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	Annexure 1A		
	Name: Pradeep Pradeep		
	EARNINGS		
	CTC Components	**Proposed CTC (Rs.)**	
		Monthly	**Annual**
	A. Fixed Pay		
1	Basic Pay	9,838	1,18,058
	Choice Pay		
2	Conveyance	**Refer to Annexure 1B**	
3	Fuel & Maintenance	**Refer to Annexure 1B**	
4	Leave Travel Allowance	**Refer to Annexure 1B**	
5	Medical Reimbursement	**Refer to Annexure 1B**	
6	Bonus*	1,968	23,612
7	Residual Choice Pay	4,052	48,622
	Housing		
8	House Rent Allowance	4,919	59,029
	Retirals		
9	PF - Employer Contribution	1,667	20,002
10	Gratuity (4.81% of Basic)	473	5,679
	Total Fixed Pay [A]	22,917	2,75,000
	Total CTC (A)	22,917	2,75,000

Note: The above amounts are the maximum permissible limits. On joining, you may change the same to suit your needs.

(*) In case of employees that are entitled to Bonus under the Payment of Bonus Act 1965.
(**) For Insurance Premium debits, please refer Annexure 1B

	Insurance (Pay Slip Debit As Per Grade)	**Monthly**	**Annual**
	GPA Insurance Premium		
	Group Term Life Insurance Premium		
	Medical Insurance Premium		

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Annexure - 2

TERMS AND CONDITIONS OF EMPLOYMENT

1. MEDICAL FITNESS & VERIFICATION OF PARTICULARS:

Your appointment is subject to:

a. Medical Fitness: You being declared medically fit by a Medical Officer or by a Doctor specified by the Company and remaining medically fit.

b. Verification of Particulars: In case particulars mentioned in your application and the representations and warranties provided by you are found false or unsatisfactory, your services would be liable for termination at any time without any notice or any compensation in lieu thereof.

2. PROBATION:

You will be initially on probation for a period of Six Months, which may be extended or reduced at the sole discretion of the Management. During the period of probation, the appointment is terminable by giving 30 days' notice in writing by either side or payment of 30 days Basic salary in lieu thereof. On completion of initial probation period till such time that you are intimated in writing regarding your confirmation, you shall continue to be on probation. After confirmation, the employment can end through three months' notice or payment of Basic salary in lieu thereof by either side. You shall attend duties till you are relieved from services in writing. Waiving the Notice Period on resignation is at the sole discretion of the company.

3. TRANSFER

Your employment is transferable to any other place/ establishment/ department/ division/ unit/ branch/ subsidiary of the company. However, such transfer will not entail any increase in your salary and / or adversely affect your emoluments.

4. REPRESENTATIONS AND WARRANTIES:

The Company's agreement to continue to employ you and the compensation and benefits to be paid to you are in consideration of the terms, covenants, and conditions stated herein, and you represent and warrant to the company that:

a. You are under no contractual or other restriction or obligation which is inconsistent with the conditions contained herein, the performance of your duties hereunder, or the other rights of the Company hereunder.

b. You are under no physical or mental disability that would hinder the performance of your duties contained herein.

c. You shall not raise any issue of the reasonableness of the terms, covenants, and/or conditions in any proceeding to enforce these terms, covenants and/or conditions.

d. You have full right and authority to execute this contract and that you are not bound by any contract or arrangement, including any employment contract, bond or covenant not to compete, inconsistent herewith

e. You hereby agree and undertake to indemnify the Company, its affiliates and the directors, officers and employees of each of the foregoing and to hold them harmless from and against any and all third party claims they face, which give rise to any liabilities, damages, claims, costs and expenses (including legal expenses), due to any act, omission, violation or breach of any of your representations, warranties, and covenants.

f. The Company shall indemnify and defend you to the fullest extent permitted by the law of the State of Company's incorporation and the By-Laws of the Company with respect to any claims that may be brought against you arising out of any action taken or not taken in your capacity as an officer or director of the Company; provided, that, the Company shall not indemnify and defend you with respect to any claims brought against you relating to intentional or willful acts, or to other acts as to which indemnification is not allowable under applicable law.

g. These terms, covenants, and/or conditions shall survive the termination of your employment with the Company; and conditions set forth herein are essential for the Company's protection; and the Company has relied on these representations, warranties, and agreements by you.

5. DUTIES AND RESPONSIBILITIES:

a. **Exclusivity:** You agree to perform your duties, responsibilities and obligations efficiently and to the best of your ability. You agree that you will devote all of your working time, care and attention and best efforts to such duties, responsibilities and obligations throughout the term of employment. You also agree that you will not engage in any other employment or business activities. You agree that all of your activities as an employee of the Company shall be in conformity with all the policies, rules and regulations and directions of the Company.

You are required to engage yourself exclusively in the work assigned by the company and shall not take up any independent or individual assignments (whether the same as part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head. You will avoid any such issue which may result in a conflict between your personal interest and the interest of the company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

You shall obey and comply with all the orders and directions given to you by your superior or any other person duly authorized in that behalf. You shall obey all the rules and regulations, either statutory or otherwise, which are in vogue and may be notified from time to time.

b. **Non Solicitation:** You will not, during the course of your employment or at any time thereafter, without the prior written consent of the Company, directly or indirectly, solicit for employment, or employ or otherwise contract for the services of, any person who is employed or engaged (either as an employee or consultant) by any of its associated companies or directly or indirectly induce any such employee to leave his or her employment.

This covenant shall survive the termination of your employment with the Company; and prohibits you from directly or indirectly inducing an employee with whom you have worked with or been in association with during your employment with the company.

c. **Other Interests:** You shall not seek membership of any local or public bodies without first obtaining written permission from the Management.

d. **Controlling Interest:** You agree that, so long as you are employed by the Company, you will not own, directly or indirectly, any controlling or substantial share or other beneficial interest in any business enterprise which is engaged in, or in competition with, any business engaged in by the Company. Notwithstanding the foregoing, you may own, directly or indirectly, up to 5% of the outstanding securities of any business whose securities are traded on any national stock exchanges or in the over-the-counter market.

e. **Work hours:** Your working hours at your place of posting shall be as per the rules and regulations of the company, specified from time to time. However, you may be required to work additional hours, as may be required from time to time, to carry out your duties and responsibilities effectively.

You may be required to work on any day of the year, including festival holidays, in the establishment. You

will be allowed a weekly off in accordance with law on any one of the days in the week, as per the schedule notified.

You shall be entitled to leave and other benefits as per the rules and regulations of the organization.

f. **Non-disclosure:** You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our manufacturing processes, technical know-how, security arrangements, administrative and/or organizational matters of a confidential/secret nature, which you may know by virtue of your being the employee of the Company.

g. **Confidentiality:** You shall keep confidential all the information and material provided to you by the Company concerning their affairs, in order to enable the Company to perform the service. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Company. Your obligation to keep such information confidential shall remain even on termination of this employment.

You shall not at any time, either during your employment or thereafter, except with prior written consent from the company, use for yourself or divulge or disclose, either directly or indirectly, to any person, firm or body corporate, any know-how, drawings or any trade secrets or your user ID and password for various IT applications provided to you or any confidential information as to method or process in connection with any activity of the company or any financial matter of the company which you may acquire during the course of your employment, concerning the business, activity, affairs or property of the company or its subsidiary companies, nor will you keep in your possession or pass on to others without proper written consent of the Management, any documents belonging to the company. You will be solely responsible and accountable for any information loss/sharing or breach of confidentiality in any way which has occurred due to the missing of your credentials.

You are also expected to keep your salary package strictly confidential and not to share any information regarding the salary to anyone except your very close family members.

h. **Proprietary Rights**: You will disclose to us 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 the Company. If and when required to do so by the Company, you shall at the Company's expense, take out or apply for Letter's Patent, Licenses or other rights, privileges or protection as may be directed by the Company in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to us and you will execute and do all instruments, acts, deeds and things, which may be required by us for assigning, transferring or otherwise vesting the same and all benefits arising in respect thereof in favor of the Company or in favor of such other person or persons, firms or companies, as the company may direct as the sole beneficiary thereof.

You will assign (and you hereby do assign) in perpetuity to the Company or its nominee all of your rights to all such new ideas (including all inventions), and to applications for patent or copyrights in all countries, if any, and execute such documents and take such lawful action as may be reasonably required to assign such new ideas to the Company or its nominee.

You will execute and deliver promptly to the Company (without charge to you but at the expense of the Company) such written instruments and cooperate and do such other acts as the Company in its sole discretion deems necessary or desirable to assign and transfer title in such new ideas to the Company and / or its nominee and to assist the Company in preserving the property right in such new ideas (including against forfeiture, abandonment, or loss) and to vest the entire right and title and interest therein exclusively in the Company and / or its nominee.

i. **Safe-keeping of Company's property:** You will be responsible for the safe keeping and return in good condition and order of all the properties of the company, which may be in your use, custody, care or charge. For the loss of any property of the company in your possession, the company will have a right to assess on its own basis and recover the damages of all such materials from you and to take such other action as it

Reliance RETAIL

deems proper in the event of your failure to account for such material or property to its satisfaction.

j. **Return of the Company's Property and records:** Upon termination of your employment, you shall forthwith hand over any letter of Authority or Power of Attorney issued to you or any property / material of the company in your possession at the time of cessation of your employment with the company. Also, you shall return to the Company, without condition, all documents, files, records, keys, and other property of the Company in your possession regardless of the media on which such items are stored, and you shall not retain any copies or duplicates thereof.

k. **Authorizations for activities:** 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.

You will avoid any issue which may result in a conflict between your personal interests and the interests of the Company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the Company.

l. **Non-disparagement:** You agree that you shall act with the highest standards of propriety and professionalism and shall not criticize, ridicule or make any statement which disparages or is derogatory of the Company, any of its Group companies or any other employee or business associate of the Company or the Group Company in any public or non-public communication with any customer or member of the investment community or media or in any communication.

m. **Confidential nature of terms of employment:** You agree that, except as may be required by applicable law you shall not disclose the terms of employment to any person other than your close family members.

n. **Model Release:** You hereby consent and authorize the Company and its successors, assigns, nominees, designees or those for whom they are acting, the right to copyright, and/or use, and/or publish photographic portraits or pictures of the employee, or in which the employee may be included in whole or in part, or composite, in conjunction with my own or any other picture, name or reproductions thereof in color or otherwise make through any media at its offices or elsewhere, for art, advertising, business or trade or any other lawful purpose whatsoever. With respect to the foregoing, no promises have been made to employee to secure his / her consent / authorization to this release. You hereby waive any right that you may have to inspect and approve the finished product or the advertising copy that may be used in connection therewith, or the use to which it may be applied. You hereby release, discharge, the Company and its nominees, designees, successors and assigns, or other form whom it is acting, from liability by virtue of any such portraits or pictures, or in any processing tending towards the completion of the finished product.

o. **Enforceability:** You acknowledge and agree that any violation of any of your duties and responsibilities may result in irreparable damage to the Company, and, accordingly, the Company may obtain injunctive and other equitable relief for any breach or threatened breach of such duties and obligations, in addition to any other remedies available to the Company. You and the Company agree that the restrictions and remedies contained hereinabove are reasonable and that it is your intention and the intention of the Company that such restrictions and remedies shall be enforceable to the fullest extent permissible by law. If it shall be found by a court of competent jurisdiction that any such restriction or remedy is unenforceable but would be enforceable if some part thereof were deleted or the period or area of application reduced, then such restriction or remedy shall apply with such modification as shall be necessary to make it enforceable.

p. It shall be your responsibility to initiate legal process and / or lodge complaints in respect of offenses committed against the Company or the Company property or the affairs of the Company, as may be necessary, by virtue of the responsibilities attached to the office or role occupied by you in the course of the employment with the company.

6. TERMINATION OF EMPLOYMENT:

5.2.1. Average percentage of placement of outgoing students during the last five years

Reliance RETAIL

a. **Employment AT-WILL:** You and the Company acknowledge that the employment is and shall continue to be AT-WILL. This means, that you have the right to terminate your employment at any time and for any reason. Likewise, the Company may terminate your employment with or without cause at any time and for any reason. Accordingly, this letter is not to be construed or interpreted as containing any guarantee of continued employment. As such, the recitation of certain time periods in this letter is solely for the purpose of defining your compensation. It is also not to be construed or interpreted as containing any guarantee of any particular level or nature of compensation.

b. **Performance:** Your appointment and subsequent continuation of employment with the Company is strictly based on your delivering consistently on the agreed performance parameters and business targets.

c. **Superannuation:** You will automatically retire from the service of the company on attaining the age of 58 years.

d. **Absenteeism:** 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 terminated your employment without giving any notice unless you:

   i. Return to work within 8 days from the commencement of such absence, and
   ii. Give an explanation to the satisfaction of the Management regarding such absence

e. **Medical Fitness:** 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 may be terminated from employment.

f. **Notice Period:** Notwithstanding anything contained herein, the Company, in its sole discretion, may terminate your employment without cause by giving three months' notice in writing or payment of pro rata three months' Basic Salary, in lieu thereof. Likewise, you may resign from employment without cause by giving three months' notice in writing or by payment of pro rata three months' Basic Salary, in lieu thereof. In the event of your resignation, the Company in its sole discretion will have an option to accept the same and relieve you prior to the completion of the stipulated notice period of 3 months, without any pay in lieu of the notice period.

g. **Termination for Misconduct:** Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term "misconduct" in the case of reasonable suspicion of misconduct, disloyalty, and commission of an act involving moral turpitude, any action of indiscipline or inefficiency.

h. **Suspension:** You may be placed under suspension, without salary, pending enquiry into the charges of misconduct or otherwise. The salary for the suspension period will be paid to you only when you are found not guilty of any of the charges for which you were suspended and not otherwise.

i. **Harassment:** The Establishment considers harassment and discrimination of any nature to be an unacceptable form of Behavior, which is not tolerated under any circumstances. All people have the right to work in an environment that is free from harassment and discrimination. Disciplinary action will be taken against anyone found to be guilty of harassing or discriminating against a fellow employee that may result in termination of employment.

j. **Non-compete:** In the event of your separation from the Company for any reason whatsoever, you will not take up any job or assignment either full time or otherwise, either directly or indirectly, for a period of three months from the date of separation in any industry or business involved in similar/competing business of the company or any of its Group Companies.

k. **Recovery of Payments:** Payments / reimbursements made towards recovery of notice period by your previous employer and relocation expenses by us will be recovered in full in the event of your separation from the company before completion of one year of joining.

5.2.1. Average percentage of placement of outgoing students during the last five years

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7. AUTHORIZATION FOR ANTECEDENT VERIFICATION :

You have hereby given no objection in the Company (Or its group Companies and associates) sharing your personal information and documents, including but not limited to Aadhaar number, other Government issues ID number such as Voter ID, PAN card, DL, name, gender, date of birth, addresses, mobile number, email, education record and employment record with any Reference / Antecedent Verification Organization that company has appointed time being or anytime later for the purpose of background checks and verifications, in order to avail services such as employment / training / management / payment / credit / insurance / house on rent / vehicle on rent, etc.

You have hereby authorized the Company or any agency/ agencies appointed by them from time to time to store your personal information on their platform, which will be accessible to the Company or its service provider for which this consent is being obtained. The Company or its service provider and their authorized users / partners / affiliates / contractors can access and update your digital record on such platform, including data, documents, certificates, verification reports, references, testimonials, etc. and can use related services provided via such agency. You have understood that agency will ensure security and confidentiality of the same.

You also agree that your digital record including references, testimonials and verification reports on such agency platform will only be available to any other users of the platform if/when you provide your explicit consent for the same. You have also understood that you have the option of deleting your digital record from such agency database.

Your No Objection will be coterminous with the arrangement between the Company and any agency / organization engaged by the Company for Reference / Antecedent Verification of your current and past employments.

8. GENERAL:

a. **Training:** You may be selected and sponsored by the Company for familiarization/ training assignments with our technical collaborators or any other institutions/ organizations in India and/or abroad, based on stipulated terms and conditions. You will diligently and beneficially take part in the training and such assignments in accordance with company policies and directives. The cost of any such training shall be borne by the company and you may be required to sign a Service Bond for a minimum time for which you will serve the company. The company can recover the liquidated damages on the event of your voluntary resignation before the time as mutually agreed upon in the bond.

b. **Rules Regulations and Policy on Ethics:** You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such other rules or orders of the company that may come in force from time to time. You must observe the policies that the Company publishes from time to time. These include a requirement that you maintain the highest standards of conduct and act with the highest ethical principles. You must not do anything that may be a conflict of interest with your responsibilities as an employee.

c. **Media Interaction:** You will not interact with the media - electronic, print or otherwise in

i. India or overseas, during or outside work hours, either in your own personal capacity or on behalf of the company unless you have express and direct approval from the Management to interact with the media as the representative of the Company. Only persons duly authorized by the Management are allowed to interact with media on specified subjects. Disclosure of any information other than statutory disclosures or those specifically authorized by the Management is prohibited.

ii. Disclosure of information on proceedings of meetings (board / committee / internal) and disclosure of forward-looking statements is prohibited unless such disclosure is specifically approved by the Management. These will need to be combined with cautionary statements, wherever required.

iii. You shall also not disclose non-public information selectively to any particular group as it may lead to

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unfair advantage / discrimination.

iv. For any outside publication of books, articles or manuscripts which relate specifically to the Company's business, policies and processes, you should take the approval of the Management prior to its release.

v. Any violation of the company's media policy, tantamount to a breach of the terms and conditions of employment and may result in termination of the contract.

d. **Dispute Jurisdiction:** It is hereby expressly agreed and declared that this letter of employment shall be deemed to have been made at Mumbai and that any dispute or suit or action or proceedings whatsoever arising out of or under this letter of appointment or breach thereof or in respect of any matter or thing herein contained and any claim by either party against the other shall be instituted or adjudicated upon or decided by a court of competent jurisdiction at Mumbai.

e. **Entire Agreement:** This contract and the document referred to herein contain the entire agreement and understanding of the parties with respect to the subject matter hereof and shall supersede any and all prior or contemporaneous communications, representations, or agreements between the parties, whether oral or written, regarding the subject matter of this contract.

f. **Age:** Your age mentioned in the Matriculation / Higher Secondary Certificate / Passport will be deemed to be the conclusive proof of your date of birth.

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

h. **Passport:** It is desirable that you have a valid passport at all times and ensure that the same is renewed from time to time.

i. **Travel:** You shall make your own transport arrangements to and fro from the place of work.

In case of one / more clauses of this letter of employment becomes untenable, the same shall not render the letter of employment null and void in its entirety.

The various clauses of this letter are to be read, understood, and interpreted in its entirety, and none of the clauses are severable from the remaining.

I confirm that this contract is in accordance with our mutual understanding and unconditionally and irrevocably accept the above terms and conditions.

Employee Name:

Signature:

Date:

5.2.1. Average percentage of placement of outgoing students during the last five years

Reliance RETAIL

Ref: HR/SEP/21/B1/59289839/60198415/1001028233 **Date: 04 September, 2021**

Mr. Pugalenthi Pugalenthi
MANGUDI,VILAPPATTY(PO),ILUPPUR(TK),
MANGUDI,VILAPPATTY(PO),ILUPPUR(TK)
Pudukkottai 622504
Tamil Nadu, India

Dear **Mr. Pugalenthi**

This is with reference to your application and subsequent interview you had with us.

We are pleased to offer you employment as **DMIT** in **Assistant Manager - B1 grade** in our business on the following terms and conditions:

1. PLACE OF POSTING:

Your initial posting will be at **Chennai,Tamil Nadu**.

However, during employment with the Company, you may be posted at any other location in India or abroad, without any additional remuneration. Further your services may be transferred to any other Reliance Group Company.

This offer is subject to your joining us on or before 10 September, 2021.

2. COMPENSATION:

Your compensation on a Cost to Company (CTC) basis will be **Rs. 2,75,000/- (Rupees Two Lac(s) Seventy Five Thousand Only) per annum** and will be payable as under. Please refer to Annexure 1A for detailed breakup of your CTC.

i. **Fixed Pay: Rs. 2,75,000/- (Rupees Two Lac(s) Seventy Five Thousand Only) per annum.**

This includes Basic Pay and Choice Pay that consists of other allowances, benefits, perquisites etc. as per the compensation policy of the company.

ii. **Retirals: Rs. 25,680/- (Rupees Twenty Five Thousand Six Hundred Eighty Only) per annum.**

This includes:
- Provident Fund @ 12% of PF Wages (i.e. Basic Pay + Personnel Special Allowance, wherever paid) and may be capped at applicable Statutory Wage Limit or actual PF Wages depending on company policy.
- Gratuity @4.81% of Basic Pay and paid as per provisions of The Payment of Gratuity Act 1972.

3. GENERAL:

You may choose components of your CTC as per your requirement, being referred as Choice Pay. In the year of joining and leaving the Company, the CTC will be pro-rated based on the number of days you are in the employment of the Company.

The available CTC components along with limits have been detailed in Annexure 1B.

The components within each category of payment are discretionary and the Company has the right to change these components at any time without notice. Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

5.2.1. Average percentage of placement of outgoing students during the last five years

Reliance RETAIL

The Annexure 1A and the detailed "Terms & Conditions of Employment" in Annexure 2 together sets forth the terms and conditions under which the Company would employ you and become effective from the date you join the Company. Your acceptance of the offer of employment would be on the basis of these terms and conditions of employment.

You are requested to sign and return to the Company a copy of this letter containing Annexure 1A and "Terms & Conditions of Employment" in Annexure 2, as confirmation of your acceptance.

This offer and appointment letter shall automatically stand withdrawn in case we do not receive your acknowledgement and acceptance within ten days from issue of this letter.

We wish you a long and successful association with us.

Sincerely yours,
For Reliance Retail Limited

Ankur Shukla
Head - Human Resources

ACKNOWLEDGEMENT & ACCEPTANCE

I have read and understood all terms and conditions relating to my appointment/ employment and declare that I hereby unconditionally and irrevocably accept the same.

I shall report for duty on _____

SIGNATURE: _____ **DATE:** _____

5.2.1. Average percentage of placement of outgoing students during the last five years

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	Annexure 1A		
	Name: Pugalenthi Pugalenthi		
	EARNINGS		
	CTC Components	**Proposed CTC (Rs.)**	
		Monthly	**Annual**
	A. Fixed Pay		
1	Basic Pay	9,838	1,18,058
	Choice Pay		
2	Conveyance	**Refer to Annexure 1B**	
3	Fuel & Maintenance	**Refer to Annexure 1B**	
4	Leave Travel Allowance	**Refer to Annexure 1B**	
5	Medical Reimbursement	**Refer to Annexure 1B**	
6	Bonus*	1,968	23,612
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	Retirals		
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	Total Fixed Pay [A]	22,917	2,75,000
	Total CTC (A)	22,917	2,75,000

Note: The above amounts are the maximum permissible limits. On joining, you may change the same to suit your needs.

(*) In case of employees that are entitled to Bonus under the Payment of Bonus Act 1965.
(**) For Insurance Premium debits, please refer Annexure 1B

	Insurance (Pay Slip Debit As Per Grade)	**Monthly**	**Annual**
	GPA Insurance Premium		
	Group Term Life Insurance Premium		
	Medical Insurance Premium		

Reliance RETAIL

Annexure - 2

TERMS AND CONDITIONS OF EMPLOYMENT

1. MEDICAL FITNESS & VERIFICATION OF PARTICULARS:

Your appointment is subject to:

a. Medical Fitness: You being declared medically fit by a Medical Officer or by a Doctor specified by the Company and remaining medically fit.

b. Verification of Particulars: In case particulars mentioned in your application and the representations and warranties provided by you are found false or unsatisfactory, your services would be liable for termination at any time without any notice or any compensation in lieu thereof.

2. PROBATION:

You will be initially on probation for a period of Six Months, which may be extended or reduced at the sole discretion of the Management. During the period of probation, the appointment is terminable by giving 30 days' notice in writing by either side or payment of 30 days Basic salary in lieu thereof. On completion of initial probation period till such time that you are intimated in writing regarding your confirmation, you shall continue to be on probation. After confirmation, the employment can end through three months' notice or payment of Basic salary in lieu thereof by either side. You shall attend duties till you are relieved from services in writing. Waiving the Notice Period on resignation is at the sole discretion of the company.

3. TRANSFER

Your employment is transferable to any other place/ establishment/ department/ division/ unit/ branch/ subsidiary of the company. However, such transfer will not entail any increase in your salary and / or adversely affect your emoluments.

4. REPRESENTATIONS AND WARRANTIES:

The Company's agreement to continue to employ you and the compensation and benefits to be paid to you are in consideration of the terms, covenants, and conditions stated herein, and you represent and warrant to the company that:

a. You are under no contractual or other restriction or obligation which is inconsistent with the conditions contained herein, the performance of your duties hereunder, or the other rights of the Company hereunder.

b. You are under no physical or mental disability that would hinder the performance of your duties contained herein.

c. You shall not raise any issue of the reasonableness of the terms, covenants, and/or conditions in any proceeding to enforce these terms, covenants and/or conditions.

d. You have full right and authority to execute this contract and that you are not bound by any contract or arrangement, including any employment contract, bond or covenant not to compete, inconsistent herewith

e. You hereby agree and undertake to indemnify the Company, its affiliates and the directors, officers and employees of each of the foregoing and to hold them harmless from and against any and all third party claims they face, which give rise to any liabilities, damages, claims, costs and expenses (including legal expenses), due to any act, omission, violation or breach of any of your representations, warranties, and covenants.

f. The Company shall indemnify and defend you to the fullest extent permitted by the law of the State of Company's incorporation and the By-Laws of the Company with respect to any claims that may be brought against you arising out of any action taken or not taken in your capacity as an officer or director of the Company; provided, that, the Company shall not indemnify and defend you with respect to any claims brought against you relating to intentional or willful acts, or to other acts as to which indemnification is not allowable under applicable law.

g. These terms, covenants, and/or conditions shall survive the termination of your employment with the Company; and conditions set forth herein are essential for the Company's protection; and the Company has relied on these representations, warranties, and agreements by you.

5. DUTIES AND RESPONSIBILITIES:

a. **Exclusivity:** You agree to perform your duties, responsibilities and obligations efficiently and to the best of your ability. You agree that you will devote all of your working time, care and attention and best efforts to such duties, responsibilities and obligations throughout the term of employment. You also agree that you will not engage in any other employment or business activities. You agree that all of your activities as an employee of the Company shall be in conformity with all the policies, rules and regulations and directions of the Company.

You are required to engage yourself exclusively in the work assigned by the company and shall not take up any independent or individual assignments (whether the same as part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head. You will avoid any such issue which may result in a conflict between your personal interest and the interest of the company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

You shall obey and comply with all the orders and directions given to you by your superior or any other person duly authorized in that behalf. You shall obey all the rules and regulations, either statutory or otherwise, which are in vogue and may be notified from time to time.

b. **Non Solicitation:** You will not, during the course of your employment or at any time thereafter, without the prior written consent of the Company, directly or indirectly, solicit for employment, or employ or otherwise contract for the services of, any person who is employed or engaged (either as an employee or consultant) by any of its associated companies or directly or indirectly induce any such employee to leave his or her employment.

This covenant shall survive the termination of your employment with the Company; and prohibits you from directly or indirectly inducing an employee with whom you have worked with or been in association with during your employment with the company.

c. **Other Interests:** You shall not seek membership of any local or public bodies without first obtaining written permission from the Management.

d. **Controlling Interest:** You agree that, so long as you are employed by the Company, you will not own, directly or indirectly, any controlling or substantial share or other beneficial interest in any business enterprise which is engaged in, or in competition with, any business engaged in by the Company. Notwithstanding the foregoing, you may own, directly or indirectly, up to 5% of the outstanding securities of any business whose securities are traded on any national stock exchanges or in the over-the-counter market.

e. **Work hours:** Your working hours at your place of posting shall be as per the rules and regulations of the company, specified from time to time. However, you may be required to work additional hours, as may be required from time to time, to carry out your duties and responsibilities effectively.

You may be required to work on any day of the year, including festival holidays, in the establishment. You

will be allowed a weekly off in accordance with law on any one of the days in the week, as per the schedule notified.

You shall be entitled to leave and other benefits as per the rules and regulations of the organization.

f. **Non-disclosure:** You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our manufacturing processes, technical know-how, security arrangements, administrative and/or organizational matters of a confidential/secret nature, which you may know by virtue of your being the employee of the Company.

g. **Confidentiality:** You shall keep confidential all the information and material provided to you by the Company concerning their affairs, in order to enable the Company to perform the service. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Company. Your obligation to keep such information confidential shall remain even on termination of this employment.

You shall not at any time, either during your employment or thereafter, except with prior written consent from the company, use for yourself or divulge or disclose, either directly or indirectly, to any person, firm or body corporate, any know-how, drawings or any trade secrets or your user ID and password for various IT applications provided to you or any confidential information as to method or process in connection with any activity of the company or any financial matter of the company which you may acquire during the course of your employment, concerning the business, activity, affairs or property of the company or its subsidiary companies, nor will you keep in your possession or pass on to others without proper written consent of the Management, any documents belonging to the company. You will be solely responsible and accountable for any information loss/sharing or breach of confidentiality in any way which has occurred due to the missing of your credentials.

You are also expected to keep your salary package strictly confidential and not to share any information regarding the salary to anyone except your very close family members.

h. **Proprietary Rights**: You will disclose to us 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 the Company. If and when required to do so by the Company, you shall at the Company's expense, take out or apply for Letter's Patent, Licenses or other rights, privileges or protection as may be directed by the Company in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to us and you will execute and do all instruments, acts, deeds and things, which may be required by us for assigning, transferring or otherwise vesting the same and all benefits arising in respect thereof in favor of the Company or in favor of such other person or persons, firms or companies, as the company may direct as the sole beneficiary thereof.

You will assign (and you hereby do assign) in perpetuity to the Company or its nominee all of your rights to all such new ideas (including all inventions), and to applications for patent or copyrights in all countries, if any, and execute such documents and take such lawful action as may be reasonably required to assign such new ideas to the Company or its nominee.

You will execute and deliver promptly to the Company (without charge to you but at the expense of the Company) such written instruments and cooperate and do such other acts as the Company in its sole discretion deems necessary or desirable to assign and transfer title in such new ideas to the Company and / or its nominee and to assist the Company in preserving the property right in such new ideas (including against forfeiture, abandonment, or loss) and to vest the entire right and title and interest therein exclusively in the Company and / or its nominee.

i. **Safe-keeping of Company's property:** You will be responsible for the safe keeping and return in good condition and order of all the properties of the company, which may be in your use, custody, care or charge. For the loss of any property of the company in your possession, the company will have a right to assess on its own basis and recover the damages of all such materials from you and to take such other action as it

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deems proper in the event of your failure to account for such material or property to its satisfaction.

j. **Return of the Company's Property and records:** Upon termination of your employment, you shall forthwith hand over any letter of Authority or Power of Attorney issued to you or any property / material of the company in your possession at the time of cessation of your employment with the company. Also, you shall return to the Company, without condition, all documents, files, records, keys, and other property of the Company in your possession regardless of the media on which such items are stored, and you shall not retain any copies or duplicates thereof.

k. **Authorizations for activities:** 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.

You will avoid any issue which may result in a conflict between your personal interests and the interests of the Company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the Company.

l. **Non-disparagement:** You agree that you shall act with the highest standards of propriety and professionalism and shall not criticize, ridicule or make any statement which disparages or is derogatory of the Company, any of its Group companies or any other employee or business associate of the Company or the Group Company in any public or non-public communication with any customer or member of the investment community or media or in any communication.

m. **Confidential nature of terms of employment:** You agree that, except as may be required by applicable law you shall not disclose the terms of employment to any person other than your close family members.

n. **Model Release:** You hereby consent and authorize the Company and its successors, assigns, nominees, designees or those for whom they are acting, the right to copyright, and/or use, and/or publish photographic portraits or pictures of the employee, or in which the employee may be included in whole or in part, or composite, in conjunction with my own or any other picture, name or reproductions thereof in color or otherwise make through any media at its offices or elsewhere, for art, advertising, business or trade or any other lawful purpose whatsoever. With respect to the foregoing, no promises have been made to employee to secure his / her consent / authorization to this release. You hereby waive any right that you may have to inspect and approve the finished product or the advertising copy that may be used in connection therewith, or the use to which it may be applied. You hereby release, discharge, the Company and its nominees, designees, successors and assigns, or other form whom it is acting, from liability by virtue of any such portraits or pictures, or in any processing tending towards the completion of the finished product.

o. **Enforceability:** You acknowledge and agree that any violation of any of your duties and responsibilities may result in irreparable damage to the Company, and, accordingly, the Company may obtain injunctive and other equitable relief for any breach or threatened breach of such duties and obligations, in addition to any other remedies available to the Company. You and the Company agree that the restrictions and remedies contained hereinabove are reasonable and that it is your intention and the intention of the Company that such restrictions and remedies shall be enforceable to the fullest extent permissible by law. If it shall be found by a court of competent jurisdiction that any such restriction or remedy is unenforceable but would be enforceable if some part thereof were deleted or the period or area of application reduced, then such restriction or remedy shall apply with such modification as shall be necessary to make it enforceable.

p. It shall be your responsibility to initiate legal process and / or lodge complaints in respect of offenses committed against the Company or the Company property or the affairs of the Company, as may be necessary, by virtue of the responsibilities attached to the office or role occupied by you in the course of the employment with the company.

6. TERMINATION OF EMPLOYMENT:

5.2.1. Average percentage of placement of outgoing students during the last five years

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a. **Employment AT-WILL:** You and the Company acknowledge that the employment is and shall continue to be AT-WILL. This means, that you have the right to terminate your employment at any time and for any reason. Likewise, the Company may terminate your employment with or without cause at any time and for any reason. Accordingly, this letter is not to be construed or interpreted as containing any guarantee of continued employment. As such, the recitation of certain time periods in this letter is solely for the purpose of defining your compensation. It is also not to be construed or interpreted as containing any guarantee of any particular level or nature of compensation.

b. **Performance:** Your appointment and subsequent continuation of employment with the Company is strictly based on your delivering consistently on the agreed performance parameters and business targets.

c. **Superannuation:** You will automatically retire from the service of the company on attaining the age of 58 years.

d. **Absenteeism:** 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 terminated your employment without giving any notice unless you:

   i. Return to work within 8 days from the commencement of such absence, and
   ii. Give an explanation to the satisfaction of the Management regarding such absence

e. **Medical Fitness:** 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 may be terminated from employment.

f. **Notice Period:** Notwithstanding anything contained herein, the Company, in its sole discretion, may terminate your employment without cause by giving three months' notice in writing or payment of pro rata three months' Basic Salary, in lieu thereof. Likewise, you may resign from employment without cause by giving three months' notice in writing or by payment of pro rata three months' Basic Salary, in lieu thereof. In the event of your resignation, the Company in its sole discretion will have an option to accept the same and relieve you prior to the completion of the stipulated notice period of 3 months, without any pay in lieu of the notice period.

g. **Termination for Misconduct:** Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term "misconduct" in the case of reasonable suspicion of misconduct, disloyalty, and commission of an act involving moral turpitude, any action of indiscipline or inefficiency.

h. **Suspension:** You may be placed under suspension, without salary, pending enquiry into the charges of misconduct or otherwise. The salary for the suspension period will be paid to you only when you are found not guilty of any of the charges for which you were suspended and not otherwise.

i. **Harassment:** The Establishment considers harassment and discrimination of any nature to be an unacceptable form of Behavior, which is not tolerated under any circumstances. All people have the right to work in an environment that is free from harassment and discrimination. Disciplinary action will be taken against anyone found to be guilty of harassing or discriminating against a fellow employee that may result in termination of employment.

j. **Non-compete:** In the event of your separation from the Company for any reason whatsoever, you will not take up any job or assignment either full time or otherwise, either directly or indirectly, for a period of three months from the date of separation in any industry or business involved in similar/competing business of the company or any of its Group Companies.

k. **Recovery of Payments:** Payments / reimbursements made towards recovery of notice period by your previous employer and relocation expenses by us will be recovered in full in the event of your separation from the company before completion of one year of joining.

5.2.1. Average percentage of placement of outgoing students during the last five years

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7. AUTHORIZATION FOR ANTECEDENT VERIFICATION :

You have hereby given no objection in the Company (Or its group Companies and associates) sharing your personal information and documents, including but not limited to Aadhaar number, other Government issues ID number such as Voter ID, PAN card, DL, name, gender, date of birth, addresses, mobile number, email, education record and employment record with any Reference / Antecedent Verification Organization that company has appointed time being or anytime later for the purpose of background checks and verifications, in order to avail services such as employment / training / management / payment / credit / insurance / house on rent / vehicle on rent, etc.

You have hereby authorized the Company or any agency/ agencies appointed by them from time to time to store your personal information on their platform, which will be accessible to the Company or its service provider for which this consent is being obtained. The Company or its service provider and their authorized users / partners / affiliates / contractors can access and update your digital record on such platform, including data, documents, certificates, verification reports, references, testimonials, etc. and can use related services provided via such agency. You have understood that agency will ensure security and confidentiality of the same.

You also agree that your digital record including references, testimonials and verification reports on such agency platform will only be available to any other users of the platform if/when you provide your explicit consent for the same. You have also understood that you have the option of deleting your digital record from such agency database.

Your No Objection will be coterminous with the arrangement between the Company and any agency / organization engaged by the Company for Reference / Antecedent Verification of your current and past employments.

8. GENERAL:

a. **Training:** You may be selected and sponsored by the Company for familiarization/ training assignments with our technical collaborators or any other institutions/ organizations in India and/or abroad, based on stipulated terms and conditions. You will diligently and beneficially take part in the training and such assignments in accordance with company policies and directives. The cost of any such training shall be borne by the company and you may be required to sign a Service Bond for a minimum time for which you will serve the company. The company can recover the liquidated damages on the event of your voluntary resignation before the time as mutually agreed upon in the bond.

b. **Rules Regulations and Policy on Ethics:** You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such other rules or orders of the company that may come in force from time to time. You must observe the policies that the Company publishes from time to time. These include a requirement that you maintain the highest standards of conduct and act with the highest ethical principles. You must not do anything that may be a conflict of interest with your responsibilities as an employee.

c. **Media Interaction:** You will not interact with the media - electronic, print or otherwise in

i. India or overseas, during or outside work hours, either in your own personal capacity or on behalf of the company unless you have express and direct approval from the Management to interact with the media as the representative of the Company. Only persons duly authorized by the Management are allowed to interact with media on specified subjects. Disclosure of any information other than statutory disclosures or those specifically authorized by the Management is prohibited.

ii. Disclosure of information on proceedings of meetings (board / committee / internal) and disclosure of forward-looking statements is prohibited unless such disclosure is specifically approved by the Management. These will need to be combined with cautionary statements, wherever required.

iii. You shall also not disclose non-public information selectively to any particular group as it may lead to

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unfair advantage / discrimination.

iv. For any outside publication of books, articles or manuscripts which relate specifically to the Company's business, policies and processes, you should take the approval of the Management prior to its release.

v. Any violation of the company's media policy, tantamount to a breach of the terms and conditions of employment and may result in termination of the contract.

d. **Dispute Jurisdiction:** It is hereby expressly agreed and declared that this letter of employment shall be deemed to have been made at Mumbai and that any dispute or suit or action or proceedings whatsoever arising out of or under this letter of appointment or breach thereof or in respect of any matter or thing herein contained and any claim by either party against the other shall be instituted or adjudicated upon or decided by a court of competent jurisdiction at Mumbai.

e. **Entire Agreement:** This contract and the document referred to herein contain the entire agreement and understanding of the parties with respect to the subject matter hereof and shall supersede any and all prior or contemporaneous communications, representations, or agreements between the parties, whether oral or written, regarding the subject matter of this contract.

f. **Age:** Your age mentioned in the Matriculation / Higher Secondary Certificate / Passport will be deemed to be the conclusive proof of your date of birth.

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

h. **Passport:** It is desirable that you have a valid passport at all times and ensure that the same is renewed from time to time.

i. **Travel:** You shall make your own transport arrangements to and fro from the place of work.

In case of one / more clauses of this letter of employment becomes untenable, the same shall not render the letter of employment null and void in its entirety.

The various clauses of this letter are to be read, understood, and interpreted in its entirety, and none of the clauses are severable from the remaining.

I confirm that this contract is in accordance with our mutual understanding and unconditionally and irrevocably accept the above terms and conditions.

Employee Name:

Signature:

Date:

5.2.1. Average percentage of placement of outgoing students during the last five years

Reliance RETAIL

Ref: HR/SEP/21/B1/59306569/60185976/1001030284 **Date: 08 September, 2021**

Mr. Richard Francis
Mela street,Nathamadipatti,
Kilukaruchy.
Kilukaruchy 620011
Tamil Nadu, India

Dear **Mr. Richard**

This is with reference to your application and subsequent interview you had with us.

We are pleased to offer you employment as **DMIT** in **Assistant Manager - B1 grade** in our business on the following terms and conditions:

1. PLACE OF POSTING:

Your initial posting will be at **Chennai,Tamil Nadu**.

However, during employment with the Company, you may be posted at any other location in India or abroad, without any additional remuneration. Further your services may be transferred to any other Reliance Group Company.

This offer is subject to your joining us on or before 14 September, 2021.

2. COMPENSATION:

Your compensation on a Cost to Company (CTC) basis will be **Rs. 2,75,000/- (Rupees Two Lac(s) Seventy Five Thousand Only) per annum** and will be payable as under. Please refer to Annexure 1A for detailed breakup of your CTC.

i. **Fixed Pay: Rs. 2,75,000/- (Rupees Two Lac(s) Seventy Five Thousand Only) per annum.**

This includes Basic Pay and Choice Pay that consists of other allowances, benefits, perquisites etc. as per the compensation policy of the company.

ii. **Retirals: Rs. 25,680/- (Rupees Twenty Five Thousand Six Hundred Eighty Only) per annum.**

This includes:
- Provident Fund @ 12% of PF Wages (i.e. Basic Pay + Personnel Special Allowance, wherever paid) and may be capped at applicable Statutory Wage Limit or actual PF Wages depending on company policy.
- Gratuity @4.81% of Basic Pay and paid as per provisions of The Payment of Gratuity Act 1972.

3. GENERAL:

You may choose components of your CTC as per your requirement, being referred as Choice Pay. In the year of joining and leaving the Company, the CTC will be pro-rated based on the number of days you are in the employment of the Company.

The available CTC components along with limits have been detailed in Annexure 1B.

The components within each category of payment are discretionary and the Company has the right to change these components at any time without notice. Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

5.2.1. Average percentage of placement of outgoing students during the last five years

Reliance RETAIL

The Annexure 1A and the detailed "Terms & Conditions of Employment" in Annexure 2 together sets forth the terms and conditions under which the Company would employ you and become effective from the date you join the Company. Your acceptance of the offer of employment would be on the basis of these terms and conditions of employment.

You are requested to sign and return to the Company a copy of this letter containing Annexure 1A and "Terms & Conditions of Employment" in Annexure 2, as confirmation of your acceptance.

This offer and appointment letter shall automatically stand withdrawn in case we do not receive your acknowledgement and acceptance within ten days from issue of this letter.

We wish you a long and successful association with us.

Sincerely yours,
For Reliance Retail Limited

Ankur Shukla
Head - Human Resources

ACKNOWLEDGEMENT & ACCEPTANCE

I have read and understood all terms and conditions relating to my appointment/ employment and declare that I hereby unconditionally and irrevocably accept the same.

I shall report for duty on _____

SIGNATURE: _____ **DATE:** _____

5.2.1. Average percentage of placement of outgoing students during the last five years

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	Annexure 1A		
	Name: Richard Francis		
	EARNINGS		
	CTC Components	**Proposed CTC (Rs.)**	
		Monthly	**Annual**
	A. Fixed Pay		
1	Basic Pay	9,838	1,18,058
	Choice Pay		
2	Conveyance	**Refer to Annexure 1B**	
3	Fuel & Maintenance	**Refer to Annexure 1B**	
4	Leave Travel Allowance	**Refer to Annexure 1B**	
5	Medical Reimbursement	**Refer to Annexure 1B**	
6	Bonus*	1,968	23,612
7	Residual Choice Pay	4,052	48,622
	Housing		
8	House Rent Allowance	4,919	59,029
	Retirals		
9	PF - Employer Contribution	1,667	20,002
10	Gratuity (4.81% of Basic)	473	5,679
	Total Fixed Pay [A]	22,917	2,75,000
	Total CTC (A)	22,917	2,75,000

Note: The above amounts are the maximum permissible limits. On joining, you may change the same to suit your needs.

(*) In case of employees that are entitled to Bonus under the Payment of Bonus Act 1965.
(**) For Insurance Premium debits, please refer Annexure 1B

	Insurance (Pay Slip Debit As Per Grade)	**Monthly**	**Annual**
	GPA Insurance Premium		
	Group Term Life Insurance Premium		
	Medical Insurance Premium		

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Annexure - 2

TERMS AND CONDITIONS OF EMPLOYMENT

1. MEDICAL FITNESS & VERIFICATION OF PARTICULARS:

Your appointment is subject to:

a. Medical Fitness: You being declared medically fit by a Medical Officer or by a Doctor specified by the Company and remaining medically fit.

b. Verification of Particulars: In case particulars mentioned in your application and the representations and warranties provided by you are found false or unsatisfactory, your services would be liable for termination at any time without any notice or any compensation in lieu thereof.

2. PROBATION:

You will be initially on probation for a period of Six Months, which may be extended or reduced at the sole discretion of the Management. During the period of probation, the appointment is terminable by giving 30 days' notice in writing by either side or payment of 30 days Basic salary in lieu thereof. On completion of initial probation period till such time that you are intimated in writing regarding your confirmation, you shall continue to be on probation. After confirmation, the employment can end through three months' notice or payment of Basic salary in lieu thereof by either side. You shall attend duties till you are relieved from services in writing. Waiving the Notice Period on resignation is at the sole discretion of the company.

3. TRANSFER

Your employment is transferable to any other place/ establishment/ department/ division/ unit/ branch/ subsidiary of the company. However, such transfer will not entail any increase in your salary and / or adversely affect your emoluments.

4. REPRESENTATIONS AND WARRANTIES:

The Company's agreement to continue to employ you and the compensation and benefits to be paid to you are in consideration of the terms, covenants, and conditions stated herein, and you represent and warrant to the company that:

a. You are under no contractual or other restriction or obligation which is inconsistent with the conditions contained herein, the performance of your duties hereunder, or the other rights of the Company hereunder.

b. You are under no physical or mental disability that would hinder the performance of your duties contained herein.

c. You shall not raise any issue of the reasonableness of the terms, covenants, and/or conditions in any proceeding to enforce these terms, covenants and/or conditions.

d. You have full right and authority to execute this contract and that you are not bound by any contract or arrangement, including any employment contract, bond or covenant not to compete, inconsistent herewith

e. You hereby agree and undertake to indemnify the Company, its affiliates and the directors, officers and employees of each of the foregoing and to hold them harmless from and against any and all third party claims they face, which give rise to any liabilities, damages, claims, costs and expenses (including legal expenses), due to any act, omission, violation or breach of any of your representations, warranties, and covenants.

f. The Company shall indemnify and defend you to the fullest extent permitted by the law of the State of Company's incorporation and the By-Laws of the Company with respect to any claims that may be brought against you arising out of any action taken or not taken in your capacity as an officer or director of the Company; provided, that, the Company shall not indemnify and defend you with respect to any claims brought against you relating to intentional or willful acts, or to other acts as to which indemnification is not allowable under applicable law.

g. These terms, covenants, and/or conditions shall survive the termination of your employment with the Company; and conditions set forth herein are essential for the Company's protection; and the Company has relied on these representations, warranties, and agreements by you.

5. DUTIES AND RESPONSIBILITIES:

a. **Exclusivity:** You agree to perform your duties, responsibilities and obligations efficiently and to the best of your ability. You agree that you will devote all of your working time, care and attention and best efforts to such duties, responsibilities and obligations throughout the term of employment. You also agree that you will not engage in any other employment or business activities. You agree that all of your activities as an employee of the Company shall be in conformity with all the policies, rules and regulations and directions of the Company.

You are required to engage yourself exclusively in the work assigned by the company and shall not take up any independent or individual assignments (whether the same as part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head. You will avoid any such issue which may result in a conflict between your personal interest and the interest of the company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

You shall obey and comply with all the orders and directions given to you by your superior or any other person duly authorized in that behalf. You shall obey all the rules and regulations, either statutory or otherwise, which are in vogue and may be notified from time to time.

b. **Non Solicitation:** You will not, during the course of your employment or at any time thereafter, without the prior written consent of the Company, directly or indirectly, solicit for employment, or employ or otherwise contract for the services of, any person who is employed or engaged (either as an employee or consultant) by any of its associated companies or directly or indirectly induce any such employee to leave his or her employment.

This covenant shall survive the termination of your employment with the Company; and prohibits you from directly or indirectly inducing an employee with whom you have worked with or been in association with during your employment with the company.

c. **Other Interests:** You shall not seek membership of any local or public bodies without first obtaining written permission from the Management.

d. **Controlling Interest:** You agree that, so long as you are employed by the Company, you will not own, directly or indirectly, any controlling or substantial share or other beneficial interest in any business enterprise which is engaged in, or in competition with, any business engaged in by the Company. Notwithstanding the foregoing, you may own, directly or indirectly, up to 5% of the outstanding securities of any business whose securities are traded on any national stock exchanges or in the over-the-counter market.

e. **Work hours:** Your working hours at your place of posting shall be as per the rules and regulations of the company, specified from time to time. However, you may be required to work additional hours, as may be required from time to time, to carry out your duties and responsibilities effectively.

You may be required to work on any day of the year, including festival holidays, in the establishment. You

will be allowed a weekly off in accordance with law on any one of the days in the week, as per the schedule notified.

You shall be entitled to leave and other benefits as per the rules and regulations of the organization.

f. **Non-disclosure:** You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our manufacturing processes, technical know-how, security arrangements, administrative and/or organizational matters of a confidential/secret nature, which you may know by virtue of your being the employee of the Company.

g. **Confidentiality:** You shall keep confidential all the information and material provided to you by the Company concerning their affairs, in order to enable the Company to perform the service. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Company. Your obligation to keep such information confidential shall remain even on termination of this employment.

You shall not at any time, either during your employment or thereafter, except with prior written consent from the company, use for yourself or divulge or disclose, either directly or indirectly, to any person, firm or body corporate, any know-how, drawings or any trade secrets or your user ID and password for various IT applications provided to you or any confidential information as to method or process in connection with any activity of the company or any financial matter of the company which you may acquire during the course of your employment, concerning the business, activity, affairs or property of the company or its subsidiary companies, nor will you keep in your possession or pass on to others without proper written consent of the Management, any documents belonging to the company. You will be solely responsible and accountable for any information loss/sharing or breach of confidentiality in any way which has occurred due to the missing of your credentials.

You are also expected to keep your salary package strictly confidential and not to share any information regarding the salary to anyone except your very close family members.

h. **Proprietary Rights**: You will disclose to us 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 the Company. If and when required to do so by the Company, you shall at the Company's expense, take out or apply for Letter's Patent, Licenses or other rights, privileges or protection as may be directed by the Company in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to us and you will execute and do all instruments, acts, deeds and things, which may be required by us for assigning, transferring or otherwise vesting the same and all benefits arising in respect thereof in favor of the Company or in favor of such other person or persons, firms or companies, as the company may direct as the sole beneficiary thereof.

You will assign (and you hereby do assign) in perpetuity to the Company or its nominee all of your rights to all such new ideas (including all inventions), and to applications for patent or copyrights in all countries, if any, and execute such documents and take such lawful action as may be reasonably required to assign such new ideas to the Company or its nominee.

You will execute and deliver promptly to the Company (without charge to you but at the expense of the Company) such written instruments and cooperate and do such other acts as the Company in its sole discretion deems necessary or desirable to assign and transfer title in such new ideas to the Company and / or its nominee and to assist the Company in preserving the property right in such new ideas (including against forfeiture, abandonment, or loss) and to vest the entire right and title and interest therein exclusively in the Company and / or its nominee.

i. **Safe-keeping of Company's property:** You will be responsible for the safe keeping and return in good condition and order of all the properties of the company, which may be in your use, custody, care or charge. For the loss of any property of the company in your possession, the company will have a right to assess on its own basis and recover the damages of all such materials from you and to take such other action as it

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deems proper in the event of your failure to account for such material or property to its satisfaction.

j. **Return of the Company's Property and records:** Upon termination of your employment, you shall forthwith hand over any letter of Authority or Power of Attorney issued to you or any property / material of the company in your possession at the time of cessation of your employment with the company. Also, you shall return to the Company, without condition, all documents, files, records, keys, and other property of the Company in your possession regardless of the media on which such items are stored, and you shall not retain any copies or duplicates thereof.

k. **Authorizations for activities:** 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.

You will avoid any issue which may result in a conflict between your personal interests and the interests of the Company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the Company.

l. **Non-disparagement:** You agree that you shall act with the highest standards of propriety and professionalism and shall not criticize, ridicule or make any statement which disparages or is derogatory of the Company, any of its Group companies or any other employee or business associate of the Company or the Group Company in any public or non-public communication with any customer or member of the investment community or media or in any communication.

m. **Confidential nature of terms of employment:** You agree that, except as may be required by applicable law you shall not disclose the terms of employment to any person other than your close family members.

n. **Model Release:** You hereby consent and authorize the Company and its successors, assigns, nominees, designees or those for whom they are acting, the right to copyright, and/or use, and/or publish photographic portraits or pictures of the employee, or in which the employee may be included in whole or in part, or composite, in conjunction with my own or any other picture, name or reproductions thereof in color or otherwise make through any media at its offices or elsewhere, for art, advertising, business or trade or any other lawful purpose whatsoever. With respect to the foregoing, no promises have been made to employee to secure his / her consent / authorization to this release. You hereby waive any right that you may have to inspect and approve the finished product or the advertising copy that may be used in connection therewith, or the use to which it may be applied. You hereby release, discharge, the Company and its nominees, designees, successors and assigns, or other form whom it is acting, from liability by virtue of any such portraits or pictures, or in any processing tending towards the completion of the finished product.

o. **Enforceability:** You acknowledge and agree that any violation of any of your duties and responsibilities may result in irreparable damage to the Company, and, accordingly, the Company may obtain injunctive and other equitable relief for any breach or threatened breach of such duties and obligations, in addition to any other remedies available to the Company. You and the Company agree that the restrictions and remedies contained hereinabove are reasonable and that it is your intention and the intention of the Company that such restrictions and remedies shall be enforceable to the fullest extent permissible by law. If it shall be found by a court of competent jurisdiction that any such restriction or remedy is unenforceable but would be enforceable if some part thereof were deleted or the period or area of application reduced, then such restriction or remedy shall apply with such modification as shall be necessary to make it enforceable.

p. It shall be your responsibility to initiate legal process and / or lodge complaints in respect of offenses committed against the Company or the Company property or the affairs of the Company, as may be necessary, by virtue of the responsibilities attached to the office or role occupied by you in the course of the employment with the company.

6. TERMINATION OF EMPLOYMENT:

5.2.1. Average percentage of placement of outgoing students during the last five years

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a. **Employment AT-WILL:** You and the Company acknowledge that the employment is and shall continue to be AT-WILL. This means, that you have the right to terminate your employment at any time and for any reason. Likewise, the Company may terminate your employment with or without cause at any time and for any reason. Accordingly, this letter is not to be construed or interpreted as containing any guarantee of continued employment. As such, the recitation of certain time periods in this letter is solely for the purpose of defining your compensation. It is also not to be construed or interpreted as containing any guarantee of any particular level or nature of compensation.

b. **Performance:** Your appointment and subsequent continuation of employment with the Company is strictly based on your delivering consistently on the agreed performance parameters and business targets.

c. **Superannuation:** You will automatically retire from the service of the company on attaining the age of 58 years.

d. **Absenteeism:** 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 terminated your employment without giving any notice unless you:

   i. Return to work within 8 days from the commencement of such absence, and
   ii. Give an explanation to the satisfaction of the Management regarding such absence

e. **Medical Fitness:** 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 may be terminated from employment.

f. **Notice Period:** Notwithstanding anything contained herein, the Company, in its sole discretion, may terminate your employment without cause by giving three months' notice in writing or payment of pro rata three months' Basic Salary, in lieu thereof. Likewise, you may resign from employment without cause by giving three months' notice in writing or by payment of pro rata three months' Basic Salary, in lieu thereof. In the event of your resignation, the Company in its sole discretion will have an option to accept the same and relieve you prior to the completion of the stipulated notice period of 3 months, without any pay in lieu of the notice period.

g. **Termination for Misconduct:** Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term "misconduct" in the case of reasonable suspicion of misconduct, disloyalty, and commission of an act involving moral turpitude, any action of indiscipline or inefficiency.

h. **Suspension:** You may be placed under suspension, without salary, pending enquiry into the charges of misconduct or otherwise. The salary for the suspension period will be paid to you only when you are found not guilty of any of the charges for which you were suspended and not otherwise.

i. **Harassment:** The Establishment considers harassment and discrimination of any nature to be an unacceptable form of Behavior, which is not tolerated under any circumstances. All people have the right to work in an environment that is free from harassment and discrimination. Disciplinary action will be taken against anyone found to be guilty of harassing or discriminating against a fellow employee that may result in termination of employment.

j. **Non-compete:** In the event of your separation from the Company for any reason whatsoever, you will not take up any job or assignment either full time or otherwise, either directly or indirectly, for a period of three months from the date of separation in any industry or business involved in similar/competing business of the company or any of its Group Companies.

k. **Recovery of Payments:** Payments / reimbursements made towards recovery of notice period by your previous employer and relocation expenses by us will be recovered in full in the event of your separation from the company before completion of one year of joining.

5.2.1. Average percentage of placement of outgoing students during the last five years

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7. AUTHORIZATION FOR ANTECEDENT VERIFICATION :

You have hereby given no objection in the Company (Or its group Companies and associates) sharing your personal information and documents, including but not limited to Aadhaar number, other Government issues ID number such as Voter ID, PAN card, DL, name, gender, date of birth, addresses, mobile number, email, education record and employment record with any Reference / Antecedent Verification Organization that company has appointed time being or anytime later for the purpose of background checks and verifications, in order to avail services such as employment / training / management / payment / credit / insurance / house on rent / vehicle on rent, etc.

You have hereby authorized the Company or any agency/ agencies appointed by them from time to time to store your personal information on their platform, which will be accessible to the Company or its service provider for which this consent is being obtained. The Company or its service provider and their authorized users / partners / affiliates / contractors can access and update your digital record on such platform, including data, documents, certificates, verification reports, references, testimonials, etc. and can use related services provided via such agency. You have understood that agency will ensure security and confidentiality of the same.

You also agree that your digital record including references, testimonials and verification reports on such agency platform will only be available to any other users of the platform if/when you provide your explicit consent for the same. You have also understood that you have the option of deleting your digital record from such agency database.

Your No Objection will be coterminous with the arrangement between the Company and any agency / organization engaged by the Company for Reference / Antecedent Verification of your current and past employments.

8. GENERAL:

a. **Training:** You may be selected and sponsored by the Company for familiarization/ training assignments with our technical collaborators or any other institutions/ organizations in India and/or abroad, based on stipulated terms and conditions. You will diligently and beneficially take part in the training and such assignments in accordance with company policies and directives. The cost of any such training shall be borne by the company and you may be required to sign a Service Bond for a minimum time for which you will serve the company. The company can recover the liquidated damages on the event of your voluntary resignation before the time as mutually agreed upon in the bond.

b. **Rules Regulations and Policy on Ethics:** You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such other rules or orders of the company that may come in force from time to time. You must observe the policies that the Company publishes from time to time. These include a requirement that you maintain the highest standards of conduct and act with the highest ethical principles. You must not do anything that may be a conflict of interest with your responsibilities as an employee.

c. **Media Interaction:** You will not interact with the media - electronic, print or otherwise in

i. India or overseas, during or outside work hours, either in your own personal capacity or on behalf of the company unless you have express and direct approval from the Management to interact with the media as the representative of the Company. Only persons duly authorized by the Management are allowed to interact with media on specified subjects. Disclosure of any information other than statutory disclosures or those specifically authorized by the Management is prohibited.

ii. Disclosure of information on proceedings of meetings (board / committee / internal) and disclosure of forward-looking statements is prohibited unless such disclosure is specifically approved by the Management. These will need to be combined with cautionary statements, wherever required.

iii. You shall also not disclose non-public information selectively to any particular group as it may lead to

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unfair advantage / discrimination.

iv. For any outside publication of books, articles or manuscripts which relate specifically to the Company's business, policies and processes, you should take the approval of the Management prior to its release.

v. Any violation of the company's media policy, tantamount to a breach of the terms and conditions of employment and may result in termination of the contract.

d. **Dispute Jurisdiction:** It is hereby expressly agreed and declared that this letter of employment shall be deemed to have been made at Mumbai and that any dispute or suit or action or proceedings whatsoever arising out of or under this letter of appointment or breach thereof or in respect of any matter or thing herein contained and any claim by either party against the other shall be instituted or adjudicated upon or decided by a court of competent jurisdiction at Mumbai.

e. **Entire Agreement:** This contract and the document referred to herein contain the entire agreement and understanding of the parties with respect to the subject matter hereof and shall supersede any and all prior or contemporaneous communications, representations, or agreements between the parties, whether oral or written, regarding the subject matter of this contract.

f. **Age:** Your age mentioned in the Matriculation / Higher Secondary Certificate / Passport will be deemed to be the conclusive proof of your date of birth.

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

h. **Passport:** It is desirable that you have a valid passport at all times and ensure that the same is renewed from time to time.

i. **Travel:** You shall make your own transport arrangements to and fro from the place of work.

In case of one / more clauses of this letter of employment becomes untenable, the same shall not render the letter of employment null and void in its entirety.

The various clauses of this letter are to be read, understood, and interpreted in its entirety, and none of the clauses are severable from the remaining.

I confirm that this contract is in accordance with our mutual understanding and unconditionally and irrevocably accept the above terms and conditions.

Employee Name:

Signature:

Date:

5.2.1. Average percentage of placement of outgoing students during the last five years

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Ref: HR/SEP/21/B1/59319220/60185947/1001028232 **Date: 03 September, 2021**

Mr. Vetrivel V
North theru,Chettitrukkonam,
ARIYALUR.
ARIYALUR 621701
Tamil Nadu, India

Dear **Mr. Vetrivel**

This is with reference to your application and subsequent interview you had with us.

We are pleased to offer you employment as **DMIT** in **Assistant Manager - B1 grade** in our business on the following terms and conditions:

1. PLACE OF POSTING:

Your initial posting will be at **Chennai,Tamil Nadu**.

However, during employment with the Company, you may be posted at any other location in India or abroad, without any additional remuneration. Further your services may be transferred to any other Reliance Group Company.

This offer is subject to your joining us on or before 10 September, 2021.

2. COMPENSATION:

Your compensation on a Cost to Company (CTC) basis will be **Rs. 2,75,000/- (Rupees Two Lac(s) Seventy Five Thousand Only) per annum** and will be payable as under. Please refer to Annexure 1A for detailed breakup of your CTC.

i. **Fixed Pay: Rs. 2,75,000/- (Rupees Two Lac(s) Seventy Five Thousand Only) per annum.**

This includes Basic Pay and Choice Pay that consists of other allowances, benefits, perquisites etc. as per the compensation policy of the company.

ii. **Retirals: Rs. 25,680/- (Rupees Twenty Five Thousand Six Hundred Eighty Only) per annum.**

This includes:
- Provident Fund @ 12% of PF Wages (i.e. Basic Pay + Personnel Special Allowance, wherever paid) and may be capped at applicable Statutory Wage Limit or actual PF Wages depending on company policy.
- Gratuity @4.81% of Basic Pay and paid as per provisions of The Payment of Gratuity Act 1972.

3. GENERAL:

You may choose components of your CTC as per your requirement, being referred as Choice Pay. In the year of joining and leaving the Company, the CTC will be pro-rated based on the number of days you are in the employment of the Company.

The available CTC components along with limits have been detailed in Annexure 1B.

The components within each category of payment are discretionary and the Company has the right to change these components at any time without notice. Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

5.2.1. Average percentage of placement of outgoing students during the last five years

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The Annexure 1A and the detailed "Terms & Conditions of Employment" in Annexure 2 together sets forth the terms and conditions under which the Company would employ you and become effective from the date you join the Company. Your acceptance of the offer of employment would be on the basis of these terms and conditions of employment.

You are requested to sign and return to the Company a copy of this letter containing Annexure 1A and "Terms & Conditions of Employment" in Annexure 2, as confirmation of your acceptance.

This offer and appointment letter shall automatically stand withdrawn in case we do not receive your acknowledgement and acceptance within ten days from issue of this letter.

We wish you a long and successful association with us.

Sincerely yours,
For Reliance Retail Limited

Ankur Shukla
Head - Human Resources

ACKNOWLEDGEMENT & ACCEPTANCE

I have read and understood all terms and conditions relating to my appointment/ employment and declare that I hereby unconditionally and irrevocably accept the same.

I shall report for duty on _____

SIGNATURE: _____ **DATE:** _____

5.2.1. Average percentage of placement of outgoing students during the last five years

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Annexure 1A			
Name: Vetrivel V			
EARNINGS			
CTC Components		**Proposed CTC (Rs.)**	
		Monthly	**Annual**
	A. Fixed Pay		
1	Basic Pay	9,838	1,18,058
	Choice Pay		
2	Conveyance	**Refer to Annexure 1B**	
3	Fuel & Maintenance	**Refer to Annexure 1B**	
4	Leave Travel Allowance	**Refer to Annexure 1B**	
5	Medical Reimbursement	**Refer to Annexure 1B**	
6	Bonus*	1,968	23,612
7	Residual Choice Pay	4,052	48,622
	Housing		
8	House Rent Allowance	4,919	59,029
	Retirals		
9	PF - Employer Contribution	1,667	20,002
10	Gratuity (4.81% of Basic)	473	5,679
	Total Fixed Pay [A]	22,917	2,75,000
	Total CTC (A)	22,917	2,75,000

Note: The above amounts are the maximum permissible limits. On joining, you may change the same to suit your needs.

(*) In case of employees that are entitled to Bonus under the Payment of Bonus Act 1965.
(**) For Insurance Premium debits, please refer Annexure 1B

	Insurance (Pay Slip Debit As Per Grade)	**Monthly**	**Annual**
	GPA Insurance Premium		
	Group Term Life Insurance Premium		
	Medical Insurance Premium		

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Annexure - 2

TERMS AND CONDITIONS OF EMPLOYMENT

1. MEDICAL FITNESS & VERIFICATION OF PARTICULARS:

Your appointment is subject to:

a. Medical Fitness: You being declared medically fit by a Medical Officer or by a Doctor specified by the Company and remaining medically fit.

b. Verification of Particulars: In case particulars mentioned in your application and the representations and warranties provided by you are found false or unsatisfactory, your services would be liable for termination at any time without any notice or any compensation in lieu thereof.

2. PROBATION:

You will be initially on probation for a period of Six Months, which may be extended or reduced at the sole discretion of the Management. During the period of probation, the appointment is terminable by giving 30 days' notice in writing by either side or payment of 30 days Basic salary in lieu thereof. On completion of initial probation period till such time that you are intimated in writing regarding your confirmation, you shall continue to be on probation. After confirmation, the employment can end through three months' notice or payment of Basic salary in lieu thereof by either side. You shall attend duties till you are relieved from services in writing. Waiving the Notice Period on resignation is at the sole discretion of the company.

3. TRANSFER

Your employment is transferable to any other place/ establishment/ department/ division/ unit/ branch/ subsidiary of the company. However, such transfer will not entail any increase in your salary and / or adversely affect your emoluments.

4. REPRESENTATIONS AND WARRANTIES:

The Company's agreement to continue to employ you and the compensation and benefits to be paid to you are in consideration of the terms, covenants, and conditions stated herein, and you represent and warrant to the company that:

a. You are under no contractual or other restriction or obligation which is inconsistent with the conditions contained herein, the performance of your duties hereunder, or the other rights of the Company hereunder.

b. You are under no physical or mental disability that would hinder the performance of your duties contained herein.

c. You shall not raise any issue of the reasonableness of the terms, covenants, and/or conditions in any proceeding to enforce these terms, covenants and/or conditions.

d. You have full right and authority to execute this contract and that you are not bound by any contract or arrangement, including any employment contract, bond or covenant not to compete, inconsistent herewith

e. You hereby agree and undertake to indemnify the Company, its affiliates and the directors, officers and employees of each of the foregoing and to hold them harmless from and against any and all third party claims they face, which give rise to any liabilities, damages, claims, costs and expenses (including legal expenses), due to any act, omission, violation or breach of any of your representations, warranties, and covenants.

f. The Company shall indemnify and defend you to the fullest extent permitted by the law of the State of Company's incorporation and the By-Laws of the Company with respect to any claims that may be brought against you arising out of any action taken or not taken in your capacity as an officer or director of the Company; provided, that, the Company shall not indemnify and defend you with respect to any claims brought against you relating to intentional or willful acts, or to other acts as to which indemnification is not allowable under applicable law.

g. These terms, covenants, and/or conditions shall survive the termination of your employment with the Company; and conditions set forth herein are essential for the Company's protection; and the Company has relied on these representations, warranties, and agreements by you.

5. DUTIES AND RESPONSIBILITIES:

a. **Exclusivity:** You agree to perform your duties, responsibilities and obligations efficiently and to the best of your ability. You agree that you will devote all of your working time, care and attention and best efforts to such duties, responsibilities and obligations throughout the term of employment. You also agree that you will not engage in any other employment or business activities. You agree that all of your activities as an employee of the Company shall be in conformity with all the policies, rules and regulations and directions of the Company.

You are required to engage yourself exclusively in the work assigned by the company and shall not take up any independent or individual assignments (whether the same as part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head. You will avoid any such issue which may result in a conflict between your personal interest and the interest of the company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

You shall obey and comply with all the orders and directions given to you by your superior or any other person duly authorized in that behalf. You shall obey all the rules and regulations, either statutory or otherwise, which are in vogue and may be notified from time to time.

b. **Non Solicitation:** You will not, during the course of your employment or at any time thereafter, without the prior written consent of the Company, directly or indirectly, solicit for employment, or employ or otherwise contract for the services of, any person who is employed or engaged (either as an employee or consultant) by any of its associated companies or directly or indirectly induce any such employee to leave his or her employment.

This covenant shall survive the termination of your employment with the Company; and prohibits you from directly or indirectly inducing an employee with whom you have worked with or been in association with during your employment with the company.

c. **Other Interests:** You shall not seek membership of any local or public bodies without first obtaining written permission from the Management.

d. **Controlling Interest:** You agree that, so long as you are employed by the Company, you will not own, directly or indirectly, any controlling or substantial share or other beneficial interest in any business enterprise which is engaged in, or in competition with, any business engaged in by the Company. Notwithstanding the foregoing, you may own, directly or indirectly, up to 5% of the outstanding securities of any business whose securities are traded on any national stock exchanges or in the over-the-counter market.

e. **Work hours:** Your working hours at your place of posting shall be as per the rules and regulations of the company, specified from time to time. However, you may be required to work additional hours, as may be required from time to time, to carry out your duties and responsibilities effectively.

You may be required to work on any day of the year, including festival holidays, in the establishment. You

will be allowed a weekly off in accordance with law on any one of the days in the week, as per the schedule notified.

You shall be entitled to leave and other benefits as per the rules and regulations of the organization.

f. **Non-disclosure:** You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our manufacturing processes, technical know-how, security arrangements, administrative and/or organizational matters of a confidential/secret nature, which you may know by virtue of your being the employee of the Company.

g. **Confidentiality:** You shall keep confidential all the information and material provided to you by the Company concerning their affairs, in order to enable the Company to perform the service. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Company. Your obligation to keep such information confidential shall remain even on termination of this employment.

You shall not at any time, either during your employment or thereafter, except with prior written consent from the company, use for yourself or divulge or disclose, either directly or indirectly, to any person, firm or body corporate, any know-how, drawings or any trade secrets or your user ID and password for various IT applications provided to you or any confidential information as to method or process in connection with any activity of the company or any financial matter of the company which you may acquire during the course of your employment, concerning the business, activity, affairs or property of the company or its subsidiary companies, nor will you keep in your possession or pass on to others without proper written consent of the Management, any documents belonging to the company. You will be solely responsible and accountable for any information loss/sharing or breach of confidentiality in any way which has occurred due to the missing of your credentials.

You are also expected to keep your salary package strictly confidential and not to share any information regarding the salary to anyone except your very close family members.

h. **Proprietary Rights**: You will disclose to us 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 the Company. If and when required to do so by the Company, you shall at the Company's expense, take out or apply for Letter's Patent, Licenses or other rights, privileges or protection as may be directed by the Company in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to us and you will execute and do all instruments, acts, deeds and things, which may be required by us for assigning, transferring or otherwise vesting the same and all benefits arising in respect thereof in favor of the Company or in favor of such other person or persons, firms or companies, as the company may direct as the sole beneficiary thereof.

You will assign (and you hereby do assign) in perpetuity to the Company or its nominee all of your rights to all such new ideas (including all inventions), and to applications for patent or copyrights in all countries, if any, and execute such documents and take such lawful action as may be reasonably required to assign such new ideas to the Company or its nominee.

You will execute and deliver promptly to the Company (without charge to you but at the expense of the Company) such written instruments and cooperate and do such other acts as the Company in its sole discretion deems necessary or desirable to assign and transfer title in such new ideas to the Company and / or its nominee and to assist the Company in preserving the property right in such new ideas (including against forfeiture, abandonment, or loss) and to vest the entire right and title and interest therein exclusively in the Company and / or its nominee.

i. **Safe-keeping of Company's property:** You will be responsible for the safe keeping and return in good condition and order of all the properties of the company, which may be in your use, custody, care or charge. For the loss of any property of the company in your possession, the company will have a right to assess on its own basis and recover the damages of all such materials from you and to take such other action as it

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deems proper in the event of your failure to account for such material or property to its satisfaction.

j. **Return of the Company's Property and records:** Upon termination of your employment, you shall forthwith hand over any letter of Authority or Power of Attorney issued to you or any property / material of the company in your possession at the time of cessation of your employment with the company. Also, you shall return to the Company, without condition, all documents, files, records, keys, and other property of the Company in your possession regardless of the media on which such items are stored, and you shall not retain any copies or duplicates thereof.

k. **Authorizations for activities:** 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.

You will avoid any issue which may result in a conflict between your personal interests and the interests of the Company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the Company.

l. **Non-disparagement:** You agree that you shall act with the highest standards of propriety and professionalism and shall not criticize, ridicule or make any statement which disparages or is derogatory of the Company, any of its Group companies or any other employee or business associate of the Company or the Group Company in any public or non-public communication with any customer or member of the investment community or media or in any communication.

m. **Confidential nature of terms of employment:** You agree that, except as may be required by applicable law you shall not disclose the terms of employment to any person other than your close family members.

n. **Model Release:** You hereby consent and authorize the Company and its successors, assigns, nominees, designees or those for whom they are acting, the right to copyright, and/or use, and/or publish photographic portraits or pictures of the employee, or in which the employee may be included in whole or in part, or composite, in conjunction with my own or any other picture, name or reproductions thereof in color or otherwise make through any media at its offices or elsewhere, for art, advertising, business or trade or any other lawful purpose whatsoever. With respect to the foregoing, no promises have been made to employee to secure his / her consent / authorization to this release. You hereby waive any right that you may have to inspect and approve the finished product or the advertising copy that may be used in connection therewith, or the use to which it may be applied. You hereby release, discharge, the Company and its nominees, designees, successors and assigns, or other form whom it is acting, from liability by virtue of any such portraits or pictures, or in any processing tending towards the completion of the finished product.

o. **Enforceability:** You acknowledge and agree that any violation of any of your duties and responsibilities may result in irreparable damage to the Company, and, accordingly, the Company may obtain injunctive and other equitable relief for any breach or threatened breach of such duties and obligations, in addition to any other remedies available to the Company. You and the Company agree that the restrictions and remedies contained hereinabove are reasonable and that it is your intention and the intention of the Company that such restrictions and remedies shall be enforceable to the fullest extent permissible by law. If it shall be found by a court of competent jurisdiction that any such restriction or remedy is unenforceable but would be enforceable if some part thereof were deleted or the period or area of application reduced, then such restriction or remedy shall apply with such modification as shall be necessary to make it enforceable.

p. It shall be your responsibility to initiate legal process and / or lodge complaints in respect of offenses committed against the Company or the Company property or the affairs of the Company, as may be necessary, by virtue of the responsibilities attached to the office or role occupied by you in the course of the employment with the company.

6. TERMINATION OF EMPLOYMENT:

5.2.1. Average percentage of placement of outgoing students during the last five years

Reliance RETAIL

a. **Employment AT-WILL:** You and the Company acknowledge that the employment is and shall continue to be AT-WILL. This means, that you have the right to terminate your employment at any time and for any reason. Likewise, the Company may terminate your employment with or without cause at any time and for any reason. Accordingly, this letter is not to be construed or interpreted as containing any guarantee of continued employment. As such, the recitation of certain time periods in this letter is solely for the purpose of defining your compensation. It is also not to be construed or interpreted as containing any guarantee of any particular level or nature of compensation.

b. **Performance:** Your appointment and subsequent continuation of employment with the Company is strictly based on your delivering consistently on the agreed performance parameters and business targets.

c. **Superannuation:** You will automatically retire from the service of the company on attaining the age of 58 years.

d. **Absenteeism:** 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 terminated your employment without giving any notice unless you:

   i. Return to work within 8 days from the commencement of such absence, and
   ii. Give an explanation to the satisfaction of the Management regarding such absence

e. **Medical Fitness:** 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 may be terminated from employment.

f. **Notice Period:** Notwithstanding anything contained herein, the Company, in its sole discretion, may terminate your employment without cause by giving three months' notice in writing or payment of pro rata three months' Basic Salary, in lieu thereof. Likewise, you may resign from employment without cause by giving three months' notice in writing or by payment of pro rata three months' Basic Salary, in lieu thereof. In the event of your resignation, the Company in its sole discretion will have an option to accept the same and relieve you prior to the completion of the stipulated notice period of 3 months, without any pay in lieu of the notice period.

g. **Termination for Misconduct:** Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term "misconduct" in the case of reasonable suspicion of misconduct, disloyalty, and commission of an act involving moral turpitude, any action of indiscipline or inefficiency.

h. **Suspension:** You may be placed under suspension, without salary, pending enquiry into the charges of misconduct or otherwise. The salary for the suspension period will be paid to you only when you are found not guilty of any of the charges for which you were suspended and not otherwise.

i. **Harassment:** The Establishment considers harassment and discrimination of any nature to be an unacceptable form of Behavior, which is not tolerated under any circumstances. All people have the right to work in an environment that is free from harassment and discrimination. Disciplinary action will be taken against anyone found to be guilty of harassing or discriminating against a fellow employee that may result in termination of employment.

j. **Non-compete:** In the event of your separation from the Company for any reason whatsoever, you will not take up any job or assignment either full time or otherwise, either directly or indirectly, for a period of three months from the date of separation in any industry or business involved in similar/competing business of the company or any of its Group Companies.

k. **Recovery of Payments:** Payments / reimbursements made towards recovery of notice period by your previous employer and relocation expenses by us will be recovered in full in the event of your separation from the company before completion of one year of joining.

5.2.1. Average percentage of placement of outgoing students during the last five years

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7. AUTHORIZATION FOR ANTECEDENT VERIFICATION :

You have hereby given no objection in the Company (Or its group Companies and associates) sharing your personal information and documents, including but not limited to Aadhaar number, other Government issues ID number such as Voter ID, PAN card, DL, name, gender, date of birth, addresses, mobile number, email, education record and employment record with any Reference / Antecedent Verification Organization that company has appointed time being or anytime later for the purpose of background checks and verifications, in order to avail services such as employment / training / management / payment / credit / insurance / house on rent / vehicle on rent, etc.

You have hereby authorized the Company or any agency/ agencies appointed by them from time to time to store your personal information on their platform, which will be accessible to the Company or its service provider for which this consent is being obtained. The Company or its service provider and their authorized users / partners / affiliates / contractors can access and update your digital record on such platform, including data, documents, certificates, verification reports, references, testimonials, etc. and can use related services provided via such agency. You have understood that agency will ensure security and confidentiality of the same.

You also agree that your digital record including references, testimonials and verification reports on such agency platform will only be available to any other users of the platform if/when you provide your explicit consent for the same. You have also understood that you have the option of deleting your digital record from such agency database.

Your No Objection will be coterminous with the arrangement between the Company and any agency / organization engaged by the Company for Reference / Antecedent Verification of your current and past employments.

8. GENERAL:

a. **Training:** You may be selected and sponsored by the Company for familiarization/ training assignments with our technical collaborators or any other institutions/ organizations in India and/or abroad, based on stipulated terms and conditions. You will diligently and beneficially take part in the training and such assignments in accordance with company policies and directives. The cost of any such training shall be borne by the company and you may be required to sign a Service Bond for a minimum time for which you will serve the company. The company can recover the liquidated damages on the event of your voluntary resignation before the time as mutually agreed upon in the bond.

b. **Rules Regulations and Policy on Ethics:** You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such other rules or orders of the company that may come in force from time to time. You must observe the policies that the Company publishes from time to time. These include a requirement that you maintain the highest standards of conduct and act with the highest ethical principles. You must not do anything that may be a conflict of interest with your responsibilities as an employee.

c. **Media Interaction:** You will not interact with the media - electronic, print or otherwise in

i. India or overseas, during or outside work hours, either in your own personal capacity or on behalf of the company unless you have express and direct approval from the Management to interact with the media as the representative of the Company. Only persons duly authorized by the Management are allowed to interact with media on specified subjects. Disclosure of any information other than statutory disclosures or those specifically authorized by the Management is prohibited.

ii. Disclosure of information on proceedings of meetings (board / committee / internal) and disclosure of forward-looking statements is prohibited unless such disclosure is specifically approved by the Management. These will need to be combined with cautionary statements, wherever required.

iii. You shall also not disclose non-public information selectively to any particular group as it may lead to

Reliance RETAIL

unfair advantage / discrimination.

iv. For any outside publication of books, articles or manuscripts which relate specifically to the Company's business, policies and processes, you should take the approval of the Management prior to its release.

v. Any violation of the company's media policy, tantamount to a breach of the terms and conditions of employment and may result in termination of the contract.

d. **Dispute Jurisdiction:** It is hereby expressly agreed and declared that this letter of employment shall be deemed to have been made at Mumbai and that any dispute or suit or action or proceedings whatsoever arising out of or under this letter of appointment or breach thereof or in respect of any matter or thing herein contained and any claim by either party against the other shall be instituted or adjudicated upon or decided by a court of competent jurisdiction at Mumbai.

e. **Entire Agreement:** This contract and the document referred to herein contain the entire agreement and understanding of the parties with respect to the subject matter hereof and shall supersede any and all prior or contemporaneous communications, representations, or agreements between the parties, whether oral or written, regarding the subject matter of this contract.

f. **Age:** Your age mentioned in the Matriculation / Higher Secondary Certificate / Passport will be deemed to be the conclusive proof of your date of birth.

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

h. **Passport:** It is desirable that you have a valid passport at all times and ensure that the same is renewed from time to time.

i. **Travel:** You shall make your own transport arrangements to and fro from the place of work.

In case of one / more clauses of this letter of employment becomes untenable, the same shall not render the letter of employment null and void in its entirety.

The various clauses of this letter are to be read, understood, and interpreted in its entirety, and none of the clauses are severable from the remaining.

I confirm that this contract is in accordance with our mutual understanding and unconditionally and irrevocably accept the above terms and conditions.

Employee Name:

Signature:

Date:

5.2.1. Average percentage of placement of outgoing students during the last five years

Jamal Mohamed <placement@jmc.edu>

2021 - Selected students in Reliance Retail Ltd., - MBA- Reg.

A. Kumaraguru A <kg@jmc.edu> Mon, Apr 5, 2021 at 10:18 AM
To: NIRMAL GUIDANCE AND COUNSELLING <nirmal@jmc.edu>, Jamal Mohamed <placement@jmc.edu>

FYI

Thanks & Regards
A. Kumaraguru
Placement Officer
Jamal Institute of Management
Jamal Mohamed College (Autonomous)
Trichy
9176601822

---------- Forwarded message ---------
From: **Venkataraghavan J** <Venkataraghavan.J@ril.com>
Date: Mon, Mar 8, 2021 at 3:05 PM
Subject: RE: [External]Re: Shortlisted Students - For Store Visit Observation (Jamal Mohamed College)
To: A. Kumaraguru A <kg@jmc.edu>

Dear Sir,

We are pleased to inform that the below listed students are shortlisted:

NAME	Location
ARAVINDAN B	Trichy
KALIRAJAN S	Trichy
MOHAMED PAZURUL RAHMAN Z	Ilayangudi
MOHAMED MAFAZ B	Mettupalayam
MOHAMED YASIN N	Musiri
MOHAMMED ABDUL SATHAR M	Trichy
NOOR AHAMED Z	Palladam
PRABAHARAN C	Trichy
THARIQ AJEES H	Manamadurai
ZIYAUL HAQ A	Perambalur

5.2.1. Average percentage of placement of outgoing students during the last five years

MOHAMMED ARABATH ALI K	Thondi
HAMSAVARDHINI T	Thanjavur
NABISHA THASLIMA A K	Thanjavur
NILAVARASU K T	Trichy
SAMEERKHAN. S	Manamadurai

Shall connect with you shortly on taking this forward.

Warm Regards,

Raghavan

Follow us on Reliance RETAIL LinkedIn

5.2.1. Average percentage of placement of outgoing students during the last five years

Reliance SMSL Limited

Ref : SMSL/66173918/14278259/091021/1529

Date : 9 Oct 2021

Abdul Rahman Anwar

No 76/4, Natharsha Pallivasal,,
Madhurai Road , Trichy,
Trichy, Tamil Nadu - 620008

Offer cum Appointment Letter

Dear **Abdul Rahman Anwar**,

This is with reference to your application and subsequent test / Interviews you had with us, we are pleased to offer you employment in the **Executive Family** as **Executive** in the Job Role **Advisor Voice.** Your base location would be **Mysore 1 - Nazarbad Mohal**. You will be working from home.

You will join us on or before **12 Oct 2021**.

You will receive an Annual Gross Compensation (including Basic and allowances) of **INR 1,93,200 /- per annum (INR ONE LAKH NINETY THREE THOUSAND TWO HUNDRED only)** .
Details are mentioned in **Annexure - I.** Disbursement shall be as per the prevailing rules and guidelines.

You will also be entitled to Provident Fund and E.S.I.C. benefits as per applicable rules. Please note that salaries, allowances, facilities and other sums payable under this appointment are subject to Income Tax and other statutory deductions and you shall be liable for the same.

Your appointment and subsequent continuation of employment with the Company is strictly based on your consistent delivery on the agreed performance parameters and compliance with the values and guidelines of the organization.

Please review, acknowledge and accept the offer cum appointment letter with annexures including **"Terms & Conditions of Employment"** at Annexure II. These employment terms will be effective from the date of your joining the company, and sets forth the terms and conditions under which Company would employ you and your acceptance of the offer of employment would be on the basis of these terms and conditions of employment.

This offer cum appointment letter shall automatically stand withdrawn, in case we do not receive your acknowledgement and acceptance within **ten days** from issue of this letter.

Your joining is subject to your timely accepting the offer cum appointment letter, verification of your pre-boarding documents and you being declared medically fit by authorized Medical Officer.

We wish you a long successful association with us.
Sincerely yours,

Reliance SMSL Limited

Authorized Signatory

Signature of the Employee:

Date: 9 Oct 2021

Reliance SMSL Limited (formerly Strategic Manpower Solutions Limited)
CIN: U74999MH2007PLC167704
Registered Office: 3rd Floor, Court House, Lokmanya Tilak Marg, Dhobi Talao, Mumbai 400 002, India. Phone: +91 22 67673600

5.2.1. Average percentage of placement of outgoing students during the last five years

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Annexure - I

Name : **Abdul Rahman Anwar**		
Grade : **K3**		
Designation : **Executive**		
Payments	**Monthly (INR)**	**Annual (INR)**
Basic	9,660	1,15,920
House Rent Allowance	6,440	77,280
Conveyance Allowance	0	0
Gross Compensation	16,100	1,93,200
Provident Fund (Employer Contribution - As per Act)	1,159	13,910
Bonus (As per Act)	805	9,660
ESIC (Employer Contribution - As per Act)**	523	6,279

Note :

**All the above emoluments should be reduced to the extent of absence without leave or leave without pay.*

** It is further clarified that HRA and Conveyance shall not be reckoned for the purpose of contribution to the Provident Fund.*

Signature :

Date: 9 Oct 2021

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5.2.1. Average percentage of placement of outgoing students during the last five years

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Annexure – II

TERMS & CONDITIONS OF EMPLOYMENT

1. The word 'establishment / office' used in offer-cum-appointment letter and / or any other communications from the Company should be construed to encompass workplace while working from home / office / facility / field, unless context means or specifies otherwise.

2. Your employment is subject to being declared and remaining medically fit by a Medical Officer or by a Doctor specified by the Establishment. The Establishment 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 and your employment will come to end on the day you are found medically unfit by the Medical Officer

3. You are assigned to work and perform duties that are assigned to you by our Company / client from time to time.

4. Your appointment is based on the basis of the particulars such as qualifications etc. given by you in the application for employment. In case any information given by you is found false or incorrect, your appointment will be liable for termination without any notice or salary in lieu of notice.

5. The address and email ID as indicated in your application for appointment shall deem to be correct for sending any future communication to you. Every communication addressed to you at the given address / email ID shall be deemed to have been served upon you. You will immediately notify change of address / email ID, if any.

6. You are required to submit the following documents, if the same have not been submitted earlier a) Certificates in support of Educational / Professional Qualifications, Experience, Date of Birth and other testimonials in original together with copies thereof; b) copies of your passport photographs with blue background; and c) Copy of Aadhar Card / Passport / Voter ID/ License or any other document as proof of your residence and photo identity.

7. In order to ensure the uniformity and maintenance of a good ambience before the Customers of the Establishment, the Establishment may at its option provide you with some standard dress code. You shall be present at all the times in a neat and tidy manner.

8. You are expected to keep your salary package strictly confidential and not to share any information regarding the salary.

9. During your tenure with the company and based on your job profile, you might be granted access to various IT assets & applications with a unique user id and password. These credentials will be unique to you and cannot be shared with anyone. You will be solely responsible and accountable for any information loss/sharing or breach of confidentiality in any way which has occurred due to the misuse of your credentials.

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5.2.1. Average percentage of placement of outgoing students during the last five years

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10. You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such other rules or orders of the Company / client as the case may be that may come in force from time to time. You shall observe discipline and rules of conduct applicable at the base location of your posting. The tenure of your employment shall be subject to requirement of the services provided by us to our client and shall also be subject to the requirement of deputation or completion of project with the client.

11. You shall be entitled to leave and other benefits as per the rules and regulations governing the base / home location where you will be working. You will be entitled to a weekly off as may be notified from time to time. The weekly off may be staggered and determined as per the roaster.

12. You will be governed by the working hours prevailing at the establishment of your working. You will be notified your actual duty timings from time to time. You shall report and be present, accordingly at the Company / client's designated location. You will be required to work in any of the shifts during the day or night. Your working hours may be staggered, and you may be required to work in spells in the morning and evening.

13. You will be required to work on any day of the year, including festival holidays, in the establishment of your posting. You will be allowed a weekly off in accordance with law on any one of the days in the week, as per the schedule notified.

14. Your employment is transferable to any other place / establishment / department / division / unit / branch / subsidiary / affiliate of our client / associate. You may be asked to work from office / facility / field / home. However, such transfer will not entail any increase in your salary and / or adversely affect your emoluments.

15. If advised to work from home, 'Home' means current residential premises declared by you in the employment application data furnished to the company at the time of joining. Any change thereof must be promptly communicated to the company. Any temporary change of residence because of any emergency should be communicated to the reporting manager at the earliest. Work from home does not permit working from public places, restaurants, markets, shops and malls, transport stations or vehicles or private premises belonging to unconnected individuals and organizations.

16. If advised to work from home, you must ensure availability of prescribed infrastructure, space, internet connectivity and equipment required to discharge your duties as specified by the organization from time to time. The cost of the infrastructure at home shall be borne by you.

17. If advised to work from home, your inability to login for part or whole shift and / or fulfil corresponding target output for any reason whatsoever, including but not limited to outage of power / data connectivity issues or any other circumstances beyond control of either or both parties will be treated as absence for part / whole day as may be applicable.

18. The company reserves right to advise employees to proceed on leave on loss of pay or implement lay-off or retrenchment of any employees, in the unlikely event of business environment or financial sustenance of the company being adversely impacted.

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Reliance SMSL Limited

19. In normal course you shall retire from the services of the organization on attaining the age of 58 years.

20. 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 terminated your employment without giving any notice unless you:
    a. Return to work within 8 days from the commencement of such absence
    b. Give an explanation to the satisfaction of the Management regarding such absence.

21. You will initially be on probation for a period of Six months, which may be extended or reduced at the sole discretion of the Management. During the period of probation, the appointment is terminable by giving seven days' notice in writing by either side or payment of seven days Basic salary in lieu thereof. Unless extended in writing, you will deemed to be confirmed on completion of initial probation period or extended probation period, as the case may be. After confirmation, yourservices are liable to be terminated at any time without assigning any reason by giving 30 days' notice in writing by either side or payment of 30 days basic salary in lieu thereof. You shall attend duties till you are relieved from service in writing. Waiving the Notice Period on resignation is at the sole discretion of the company.

22. Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term "misconduct" in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of in-discipline or inefficiency. You may be placed under suspension pending enquiry into the charges of misconduct or otherwise. The salary for the suspension period will be paid to you only when you are found not guilty of any of the charges for which you were suspended and not otherwise.

23. You shall extend all cooperation to the Company / client's employees, customers, representatives, etc. and do all such things diligently, faithfully and to the best of yourskill and ability as may be necessary to serve the Company / client and perform all the duties entrusted to you from time to time. We expect you to work with the high standard of initiative, efficiency and economy.

24. You shall engage yourself exclusively in the work assigned by the Company / client, where you are posted for the time being and shall not take up any independent or individual assignments (whether the same as part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head. You will avoid any such issue which may result in a conflict between your personal interest and the interest of the Company / client in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the Company / client. You shall obey and comply with all the orders and directions given to you by your superior or any other person duly authorized in that behalf at the place of your posting. You shall obey all the rules and regulations, either statutory or otherwise, which are in vogue and may be notified from time to time.

25. You shall not seek membership of any local or public bodies without first obtaining written permission from the Management. Seeking membership of any local or public bodies would include:
    a) Holding any position, whether honorary or otherwise, in any legislature or local authority.
    b) Being an office bearer of any political party or organization which takes part in political or other collective activities.

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c) To take part in or assist in any manner in any movement / agitation or demonstrations of a political nature or other collective nature.
d) To canvas or take part in an election to any legislature or local authority

26. You shall not at any time either during the contract of your employment or at any time thereafter divulge any information that came to you during the course of your employment without prior permission in writing.

27. You will not enter into any commitments or dealings on behalf of the Company / client for which you have no express authority nor alter or be a party to any alteration of any principle or policy of the Company / client or exceed the authority or discretion vested in you without the previous sanction of the Company / client or those in authority over you.

28. You will scrupulously follow company's social media policy. Any deviation may make you liable for strict disciplinary action.

29. You may be selected and sponsored by the Company / client for familiarization / training assignments with our technical collaborators or any other institutions / organizations in India and/or abroad. You will diligently and beneficially take part in the training and such assignments. The cost of any such training shall be borne by the company and you may be required to sign a Service Bond for a minimum time for which you will serve the company. The company can recover the liquidated damages on the event of your voluntary resignation before the time as mutually agreed upon in the bond.

30. The Establishment considers harassment and discrimination of any nature to be an unacceptable form of behavior, which is not tolerated under any circumstances. All people have the right to work in an environment that is free from harassment and discrimination. Disciplinary action will be taken against anyone found to be guilty of harassing or discriminating against a fellow employee that may result in termination of employment.

31. You will be responsible for the safe keeping and return in good condition and order of all the properties of the company that may be in your use, custody, care or charge. For the loss of any property of the Company / client in your possession, the company will have a right to assess on its own basis and recover the damages of all such materials from you and to take such other action as it deems proper in the event of your failure to account for such material or property to its satisfaction. You will hand over the charge of letter of Authority or Power of Attorney issued to you or any property / material of the company in your possession at the time of cessation of your employment with the Company.

32. All proprietary information and material of the Company / client that is made known to you during the term of work assignment shall be received in confidence and you shall not disclose or, except in performing the services, use any such information / material. You agree that all information, correspondence, documents, material or items provided to you by the Company / client are provided to you in trust and on completion of project / assignment or termination of the service, you shall promptly return all such material to the Company / client, as the case may be.

33. You shall be required to sign and abide by the Policy on Ethics & Code of Conduct with the Company and shall undertake to sign such declarations that the Policy may demand from time to time.

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5.2.1. Average percentage of placement of outgoing students during the last five years

Reliance SMSL Limited

34. It is hereby expressly agreed and declared that this letter of employment shall be deemed to have been made at Mumbai and that any dispute or suit or action or proceedings whatsoever arising out of or under this letter of appointment or breach thereof or in respect of any matter or thing herein contained and any claim by either party against the other shall be instituted or adjudicated upon or decided by a court of competent jurisdiction at Mumbai.

35. In case of one / more clauses of this letter of employment becomes untenable, the same shall not render the letter of employment null and void in its entirety.

36. The various clauses of this letter are to be read, understood and interpreted in its entirety and none of the clauses are severable from the remaining.

I have read and / or have been explained the contents of the above contract of employment in _____ (language) and I hereby declare that I have fully understood the above terms and conditions and declare the same to be binding on me in its entirety and also give my consent to the clause no. 9 & 10 specifically.

Name : Abdul Rahman Anwar

Signature :

Date: 9 Oct 2021

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5.2.1. Average percentage of placement of outgoing students during the last five years

RIVIGO

Date: 09/02/2021

EMPLOYMENT LETTER

Dear **Vinith S**,

With reference to your application and subsequent interview for employment with us, we are glad to formalize our offer of appointment to you in **"Rivigo Services Private Limited"** on the terms and conditions mentioned below:

Designation: Process Associate

Date of Joining: 10 February 2021

Base Location: Bangalore

Business Unit: Zoom

1. Your Cost to Company (**CTC**) and other benefits would be as per **Annexure-'A'**, subject to policies prevalent from time to time and as per business needs. You acknowledge and undertake that your CTC/remuneration is a matter purely between you and the Company and you are under obligation to keep this information and any changes thereto, strictly confidential.
2. You may be posted/ transferred to any other place or offices of the Company or its subsidiaries, affiliates or any other group Company as the Company may, from time to time, deem necessary. On such posting, you will be governed by the terms and conditions of service applicable to the new assignment.
3. You will carry out all the instructions of your superiors as regard to your work and carry out diligently and earnestly all duties or work that may be assigned to you from time to time. Your hours of work, shift and timings shall be governed by the exigencies of work and as determined by the Management from time to time at its discretion. Your entitlement and availing of leaves shall be governed as per Company Policies.
4. You will be governed by and will abide by the Company's Guidelines/Code of Conduct/Directives, Policies, etc., which are in force and as may be modified from time to time. These are deemed to be incorporated herein by reference. You will also abide and be governed by the Company's expected standards of discipline as understood by convention and Company norms.

RIVIGO SERVICES PRIVATE LIMITED
(Formerly known as Trucksfirst Services Private Limited)
Registered Office: Plot No. 90, Sector-44, Near HUDA City Center
Gurugram, Haryana - 122003
Tel: +91 124 435 4300, **Email:** info@rivigo.com, **Web:** www.rivigo.com
CIN: U74999HR2014PTC053030

MAKING LOGISTICS HUMAN

5.2.1. Average percentage of placement of outgoing students during the last five years

RIVIGO

5. Your employment with the Company is on a full-time basis. While you are in the services of the Company, you are not permitted to directly or indirectly engage yourself or devote any time or attention to any full time or part time employment, trade, business or occupation, with or without remuneration, for any third person or concern (including self-employment). You shall also not undertake or be interested, either directly or indirectly, in any activities, which are contrary to or inconsistent with your employment with the Company or the Company's interest. You shall devote yourself exclusively to the business of the Company. Any breach of this condition on your part may lead to immediate termination of your employment with the Company, without prejudice to any other remedies available to the Company.

6. During the course of your employment with the Company, you may be privy to confidential information of the Company and/or its affiliates, customers, clients, suppliers, partners etc. You shall, at all times, keep in strictest confidence and trust such confidential information, including that which you may have created.

7. During the course of your employment, if you conceive of any new or advanced methods, inventions, designs or improvements, processes/systems or prepare any reports, tables or collection of data in which copyright may subsist, or any other form of intellectual property, in relation to your work and operation of the Company, all such developments shall be communicated to the Company and shall remain the sole right/property of the Company and you shall execute documents and do all things necessary to enable the Company to obtain all rights to the same.

8. The continuation of your employment will be subject to you being physically and mentally fit. During the tenure of your service, you may be required to undergo a medical check-up at the instance of the Company.

9. Unless you separate earlier either voluntarily or by the Company, you shall retire from the employment of the Company on last day of the month in which you attain the age of sixty years.

10. You will be responsible for safe keeping and return in good condition all the office properties including equipment, material, documents, data etc. in physical, electronic or any other form, which may be given to you or to which you may have gained access by virtue of your role and responsibilities in the Company. After the termination of your employment, you shall immediately return all the above referred properties of the Company which are in your possession or custody. You will also be responsible for efficient, satisfactory, and economical operations in areas of your responsibility that may be assigned to you from time to time.

11. You have been appointed based on the details submitted by you. You shall inform the Company in writing of any changes in such details promptly. If at any time, it emerges that such details were false or incorrect or that any material or relevant information had been suppressed or concealed or exaggerated, your employment will be liable to be terminated by the Company forthwith, without notice or salary in lieu of notice. This shall be without prejudice to the right of the Company to take such action against you as deemed appropriate in the given facts and circumstances. Please also note that the Company reserves its right to conduct background verification and reference checks, subject to all applicable laws and norms.

RIVIGO SERVICES PRIVATE LIMITED
(Formerly known as Trucksfirst Services Private Limited)
Registered Office: Plot No. 90, Sector-44, Near HUDA City Center
Gurugram, Haryana - 122003
Tel: +91 124 435 4300, **Email:** info@rivigo.com, **Web:** www.rivigo.com
CIN: U74999HR2014PTC053030

MAKING LOGISTICS HUMAN

5.2.1. Average percentage of placement of outgoing students during the last five years

RIVIGO

12. During the term of your employment and for a period of 1 (one) year thereafter, you shall not induce or attempt to induce/solicit any employee of the Company to leave the employment of the Company.

13. You covenant and agree that at any time during your employment and for a period of (one) year thereafter (whether as an officer, director, partner, proprietor, investor, shareholder, manager, associate, employee, consultant, representative, adviser, agent or otherwise), you will not and will not permit any related party to, for yourself or jointly with any other person, directly or indirectly, own, conduct, engage, manage, operate, join, control, finance, invest in, bid for, advise or otherwise participate in, or be connected with, any business, individual, partnership, firm, corporation, limited liability Company or other entity in any geography that is in the same or similar business as the Company ("**Competing Business**").

14. You shall at all times during the course of your employment in the Company (and even after the termination of this Employment Letter with respect to the terms contained herein) indemnify and keep indemnified and hold harmless the Company, as the case may be, from and against all losses, damages, claims, interests, costs, expenses, liabilities, suits, 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 or your breach of the terms hereof.

15. You will be on probation for a period of six months. During the probation period, your employment is terminable by either of us i.e. by the Company or by yourself, by giving a written notice of at least 15 (fifteen) days or salary in lieu thereof. Post completion of probation, your employment is terminable by the Company, without cause, by giving **one** month's prior written notice or salary in lieu thereof. In case you decide to terminate your employment with the Company, you are liable to serve **one** month's notice. However, Management, at it's sole discretion, may accept any request from your side for early relieving with deduction of salary in lieu of shortfall in notice period served. The notice period referred to in this clause shall be subject to the Company policy applicable to your role/band, as applicable from time to time.

16. Your employment is liable to be terminated for cause, at Management's sole discretion and without any notice or salary in lieu thereof, if you breach any of the provisions of this Employment Letter, Guidelines/Code of Conduct and Policies of the Company or if you indulge in any illegal /unlawful activities.

17. This Employment Letter, read with the documents referred to herein, shall be the sole document governing our relationship and supersedes all other letters of appointment previously issued and/or all other Letters, memoranda, documents and discussions. Our relationship will be governed only by the terms herein.

18. The terms and conditions set out herein shall be deemed to be severable and, in the event of any of the terms and conditions being held by a court of competent jurisdiction to be invalid or unenforceable, the remaining terms and conditions shall nevertheless continue to be fully valid, binding and enforceable.

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5.2.1. Average percentage of placement of outgoing students during the last five years

RIVIGO

19. Any notice that maybe required to be given to you shall be deemed to be duly and properly given, if hand delivered to you personally, sent by registered post to you at your address or emailed to your personal and/or official email address as per the records available with the Company.

20. The courts at Gurugram, Haryana, India shall have exclusive jurisdiction over all disputes or claims between you and the Company under this Employment Letter.

21. In acceptance of the terms and conditions of employment set herein, please acknowledge your acceptance of the same by way of a return email within 3 days of issuance of this Employment Letter, failing which this Employment Letter shall stand automatically withdrawn without any further obligation on the Company unless the Company agrees for an extension. Post acceptance, you would be asked to provide personal, educational, employment, family and other details for Company records and compliance purposes. You are requested to provide the required details at the earliest in the requested manner.

Yours sincerely,

For **Rivigo Services Pvt. Ltd.**

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ANNEXURE-A

Component	INR per Month	INR per Annum
Basic Salary	9,500	114,000
House Rent Allowance (**HRA**)	3,536	42,431
Advance Statutory Bonus	791	9,496
Employer Contribution - Provident Fund (**PF**)	1,140	13,680
Employer Contribution - Employees State Insurance (**ESI**)	449	5,393
Cost to Company (CTC)	**15,417**	**185,000**

Other Benefits/Notes

1. Gratuity would be payable as per applicable laws and Company Policies.

2. Group Health Insurance (GMC), life insurance (GTL) and personal accident insurance (GPA) coverage would be applicable as per Company Policy.

3. CTC, salary/benefits structure and allied rules are subject to revision from time to time.

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MAKING LOGISTICS HUMAN

5.2.1. Average percentage of placement of outgoing students during the last five years

Samsaj Info Tech
Mobile : (+91) 9629152145
Email : info@samsaj.com
Web : www.samsaj.com

Letter of Appointment for the position of Marketing Executive

Dear **S Asif Hussain** ,

This letter is in context to your interview held on [**March 10, 2021**] which you have successfully cleared. We are pleased to inform you that you have been selected for **Marketing Executive** position in our **SAMSAJ INFO TECH**, Trichy.

We are sending you this Appointment Letter for the **Marketing Executive** role with our prestigious **SAMSAJ INFO TECH**, and we want you to join us on **03/06/2021**.

Your working hours will be from **9:00 a.m. to 6:00 p.m.**, and you will be working on all days except Sunday. Your annual CTC will be [Rs.2,52,000/- p.a.]

Provided below are some terms and conditions concerning your employment:

1. As stated above, you will be provided with a salary [Rs.2,52,000]. The incentives will be added once you satisfactorily complete your working hours.

2. You have to learn new traditions of work and coordinate with other team members.

3. You will be trained for four weeks and be given several instructions during that period which you must follow at all times.

4. There will be specific targets that will be provided to you by the team leader. It may get challenging with your experience ahead. Those targets must be completed within the instructed time.

5. If unable to do so, you will be given another opportunity to complete all the targets and present the required results to your team leader.

No : 6, Arasamara Street, Near Joseph Eye Hospital, Melapudur, Trichy - 620001

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5.2.1. Average percentage of placement of outgoing students during the last five years

Samsaj Info Tech
Mobile : (+91) 9629152145
Email : info@samsaj.com
Web : www.samsaj.com

Letter of Appointment for the position of Marketing Executive

Dear **V Vinoth Kumar** ,

This letter is in context to your interview held on [**March 10, 2021**] which you have successfully cleared. We are pleased to inform you that you have been selected for **Marketing Executive** position in our **SAMSAJ INFO TECH**, Trichy.

We are sending you this Appointment Letter for the **Marketing Executive** role with our prestigious **SAMSAJ INFO TECH**, and we want you to join us on **03/06/2021**.

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Letter of Appointment for the position of Marketing Executive

Dear **S Imran Ali** ,

This letter is in context to your interview held on [**March 10, 2021**] which you have successfully cleared. We are pleased to inform you that you have been selected for **Marketing Executive** position in our **SAMSAJ INFO TECH**, Trichy.

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Letter of Appointment for the position of Marketing Executive

Dear K Amjath Khan,

This letter is in context to your interview held on [**March 10, 2021**] which you have successfully cleared. We are pleased to inform you that you have been selected for **Marketing Executive** position in our **SAMSAJ INFO TECH**, Trichy.

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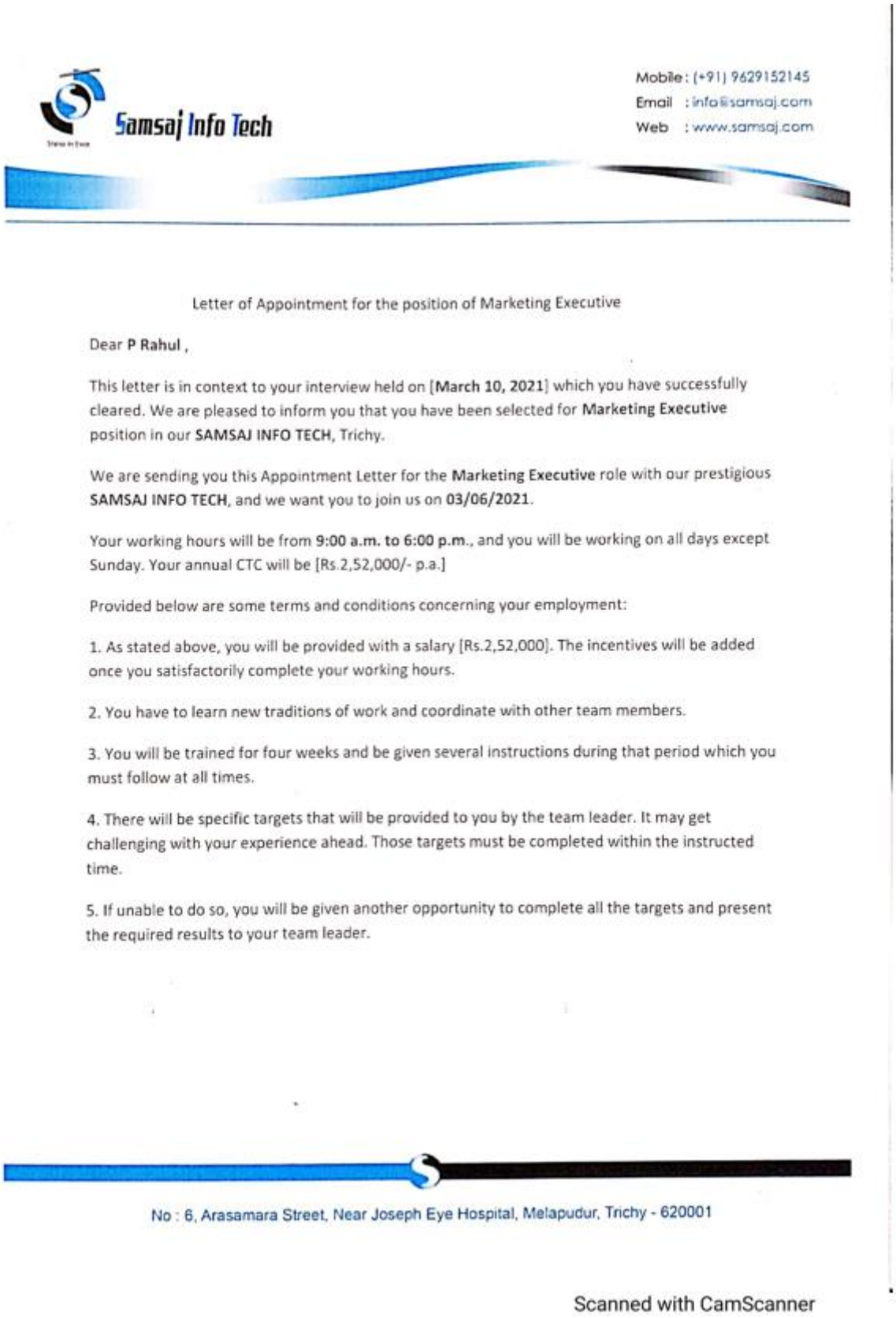
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Letter of Appointment for the position of Marketing Executive

Dear **P Rahul** ,

This letter is in context to your interview held on [**March 10, 2021**] which you have successfully cleared. We are pleased to inform you that you have been selected for **Marketing Executive** position in our **SAMSAJ INFO TECH**, Trichy.

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Letter of Appointment for the position of Marketing Executive

Dear **K Anbarasu** ,

This letter is in context to your interview held on [**March 10, 2021**] which you have successfully cleared. We are pleased to inform you that you have been selected for **Marketing Executive** position in our **SAMSAJ INFO TECH**, Trichy.

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Letter of Appointment for the position of Marketing Executive

Dear **A Riyaz Khan**,

This letter is in context to your interview held on [**March 10, 2021**] which you have successfully cleared. We are pleased to inform you that you have been selected for **Marketing Executive** position in our **SAMSAJ INFO TECH**, Trichy.

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5.2.1. Average percentage of placement of outgoing students during the last five years



Letter of Appointment for the position of Marketing Executive

Dear **B A Saalim**,

This letter is in context to your interview held on [**March 10, 2021**] which you have successfully cleared. We are pleased to inform you that you have been selected for **Marketing Executive** position in our **SAMSAJ INFO TECH**, Trichy.

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Letter of Appointment for the position of Marketing Executive

Dear **G Satish Kumar,**

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Mobile: (+91) 9629152145
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Letter of Appointment for the position of Marketing Executive

Dear **M Mohamed Taj** ,

This letter is in context to your interview held on [**March 10, 2021**] which you have successfully cleared. We are pleased to inform you that you have been selected for **Marketing Executive** position in our **SAMSAJ INFO TECH**, Trichy.

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5.2.1. Average percentage of placement of outgoing students during the last five years

Jamal Mohamed <placement@jmc.edu>

2021 - Selected student in Sixth Star Technologies - MBA - Reg.

2 messages

JAMAL INSTITUTE OF MANAGEMENT TRICHY <jimplacement@gmail.com> Mon, Apr 5, 2021 at 10:11 AM
To: jamal guidance jamal <guidancejmc@yahoo.co.in>, Jamal Mohamed <placement@jmc.edu>

FYI

Thanks & Regards,
Kumaraguru A
Placement Officer
Jamal Institute of Management,
Jamal Mohamed College (Autonomous),
Trichy
91766-01822

---------- Forwarded message ---------
From: **hr** <hr@sixthstar.in>
Date: Wed, Feb 24, 2021 at 7:08 PM
Subject: Re: Student Base - Jamal - Campus Drive - Reg.
To: jimplacement <jimplacement@gmail.com>
Cc: nasheer-sixthstar <nasheer@sixthstar.in>

Dear Sir,

Greetings from Sixth Star Technologies!

As per our discussion, herewith I'm sharing the Selected Candidate Name:

1). **S. SHAMEER.**

Warm Regards,
Gopi M
HR
Mobile:+91-9383996666
Landline: (044) 43869199

Disclaimer: This email and its attachments are confidential and are intended solely for the use of the individual or entity to whom they are addressed. If you are not the intended addressee please notify the sender immediately and remove all copies of the original message. Distribution or disclose its contents to anyone is strictly prohibited.
Note: Sixth Star Technologies cannot guarantee that this e-mail and its attachments are free of viruses and you must ensure that you carry out your own virus checks. We accept no liability for any loss or damage caused by software viruses.

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47K

5.2.1. Average percentage of placement of outgoing students during the last five years

Our Innovation Serves you Better

jamal guidance jamal <guidancejmc@yahoo.co.in> Sat, Nov 13, 2021 at 3:27 PM
To: Jamal Mohamed <placement@jmc.edu>

Co-Ordinator
Placement Cell
Jamal Mohamed College
Tiruchirappalli - 620 020
Mobile: 98431-15771

[Quoted text hidden]

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47K

Our Innovation Serves you Better

5.2.1. Average percentage of placement of outgoing students during the last five years

College 04322-242183
Mobile 97509 28020, 97509 28026
e-mail srbharathicollege@gmail.com

SRI BHARATHI
ARTS & SCIENCE COLLEGE FOR WOMEN
G.O.No. 226 (Per) 18.7.2005
[Affiliated to Bharathidasan University]
KAIKKURICHI, PUDUKKOTTAI - 622 303.

Date : 22.09.2021

APPOINTMENT ORDER

To

Ms. S. Jainisha, M.Sc.,
D/o. J. Somasundharam,
Door No. 230/1, Mookudi road,
Agree office opposite,
Aranthangi, Pudukkottai (Dist) - 614 616.
Mobile No : 78069 65154.

Sub: **Faculty recruitment – Sri Bharathi Arts & Science College for Women, Kaikkurichi, Pudukkottai – 622 303.**

Ref: **Proceedings of the Staff Selection Committee Meeting held on 20.09.2021.**

Based on the recommendations of the Staff Selection Committee, I, the undersigned, the Chairman, Sri Bharathi Arts & Science College for Women, Kaikkurichi, Alangudi Taluk, Pudukkottai District, is pleased to appoint you as **Assistant Professor in Fashion Technology and Costume Designing** in our College. You are requested to submit your Original Certificates on joining the College.

You should abide by the rules and regulations of the college and execute an agreement with the management assuring that you will work for two full academic years. The appointment is subject to the condition of approval by the Bharathidasan University.

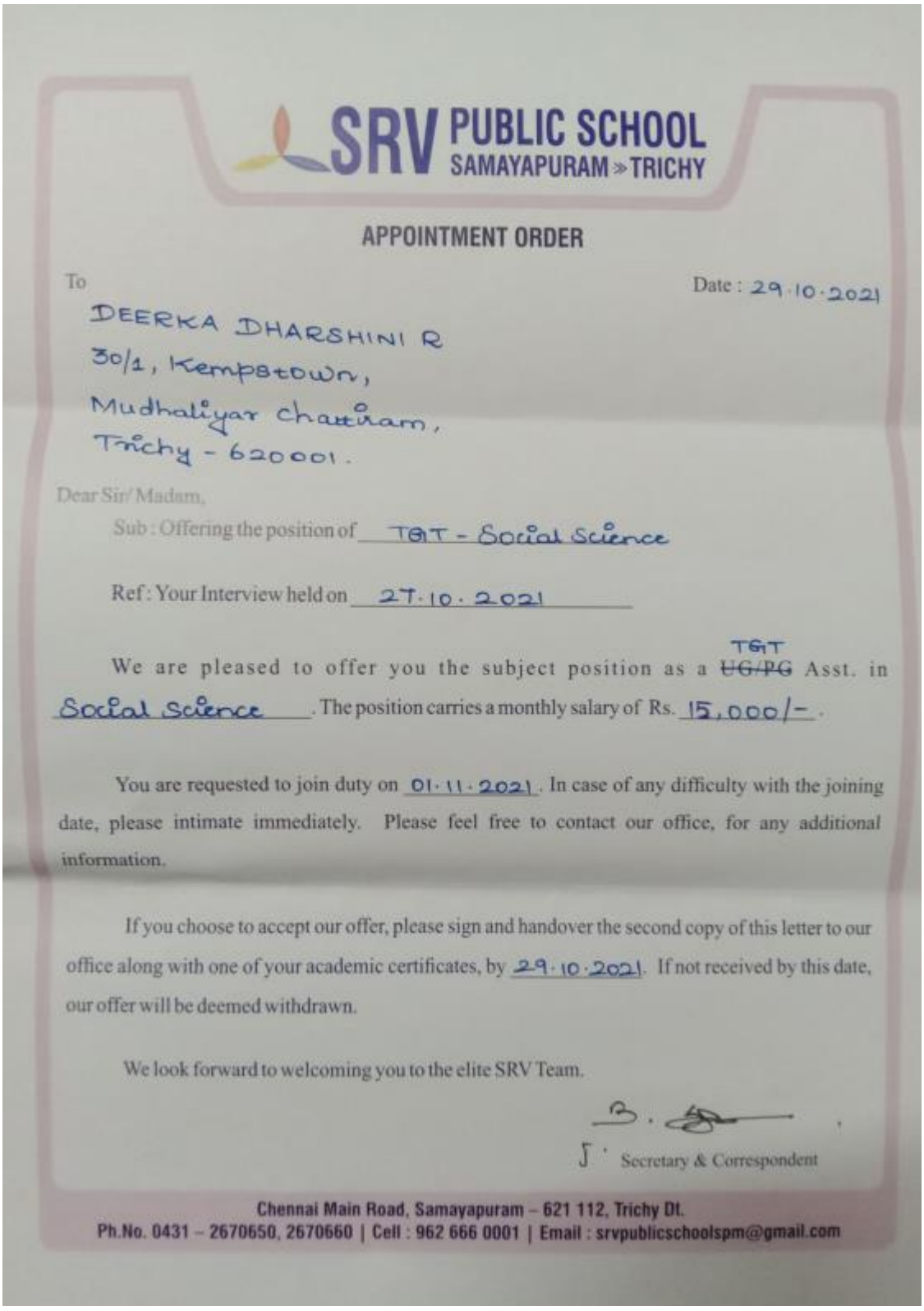
You are requested to join duty on **22.09.2021 FN.**

22/9/21
Chairman
G. DHANASEKARAN
CHAIRMAN
SRI BHARATHI ARTS & SCIENCE COLLEGE FOR WOMEN
KAIKKURICHI - 622 303
PUDUKKOTTAI DIST. Cell No. 9942226918

5.2.1. Average percentage of placement of outgoing students during the last five years



5.2.1. Average percentage of placement of outgoing students during the last five years



SRV PUBLIC SCHOOL
SAMAYAPURAM » TRICHY

APPOINTMENT ORDER

To

DEERKA DHARSHINI R
30/1, Kempstown,
Mudhaliyar chattiram,
Trichy - 620001.

Date : 29.10.2021

Dear Sir/Madam,

Sub : Offering the position of TGT - Social Science

Ref : Your Interview held on 27.10.2021

We are pleased to offer you the subject position as a ~~UG/PG~~ TGT Asst. in Social Science. The position carries a monthly salary of Rs. 15,000/-.

You are requested to join duty on 01.11.2021. In case of any difficulty with the joining date, please intimate immediately. Please feel free to contact our office, for any additional information.

If you choose to accept our offer, please sign and handover the second copy of this letter to our office along with one of your academic certificates, by 29.10.2021. If not received by this date, our offer will be deemed withdrawn.

We look forward to welcoming you to the elite SRV Team.

Secretary & Correspondent

Chennai Main Road, Samayapuram – 621 112, Trichy Dt.
Ph.No. 0431 – 2670650, 2670660 | Cell : 962 666 0001 | Email : srvpublicschoolspm@gmail.com

5.2.1. Average percentage of placement of outgoing students during the last five years



5.2.1. Average percentage of placement of outgoing students during the last five years

Straive™

01 December, 2021

Ms. Geetha K
No 9/4, MMK Colony,
2nd street,Trichy, 620020.

Dear Geetha,

Offer Letter

This has reference to your application and subsequent interview you had with us. Further, we are pleased to offer you the post of **Trainee.**

Kindly make a note that your tentative date of joining would be **02 December, 2021** and the Company may be constrained to change your joining date due to the prevailing unprecedented situation. In that event, the Company shall duly inform you of the revised Date of Joining".

In case of any changes to the date of joining please inform us before the expected date of onboard. Failure to inform us and no-show on the expected date of joining will efface this employment offer.

You shall be on probation for a period of six months starting from the date of your joining. Your performance during the probation will be appraised and, if found satisfactory, you will be confirmed in services. However, in the event of your performance found not to be satisfactory, your probation period could be further extended.

On Joining, your all-inclusive Cost to the Company (CTC) will be **INR 13,604** per month (subject to deduction of tax and other statutory payments, as may be applicable) as per CTC Annexure. You will also be eligible for all the benefits introduced in the Company policies.

During the probationary period, either party will be entitled to terminate this contract of employment by issuing 15 Days prior notice in writing to the other. After confirmation the termination of employment by either party shall be by issuing 60 Days notice in writing to the other or salary in lieu thereof. In the event of you issuing a notice of termination shorter than the above period, the Company shall have its own discretion to adjust any leave due to you or recover from you such amount from your dues towards the shortfall in notice period. **However, acceptance of salary in lieu of notice period is at the sole discretion of the Company**.

If in case, you resign within a year from the date of your joining, you will be liable to refund the reimbursements such as relocation expenses, joining bonus, travel expenses [including air & road], accommodation expenses and any other special benefits as per your eligibility, whichever was provided by the Company.

Please note that this employment is subject to **professional reference checks and documentary evidence of your previous employment.**

We look forward to having you onboard.
for Scientific Publishing Limited Private Limited

Manoj P
Authorized Signatory
Received the offer of employment and shall report for duty on the expected Date of Joining, as mentioned above.

(Signature with date)

5.2.1. Average percentage of placement of outgoing students during the last five years

Straive™

Cost to the Company (CTC) Structure

Name : Ms. Geetha K

Designation : Trainee

Department : Copy Editing

Components	Per Month (INR)	Per Annum (INR)
Basic Pay	5,350	64,200
House Rent Allowance	1,070	12,840
Special Allowance	4,280	51,360
Gross Salary	**10,700**	**1,28,400**
PF	1,156	13,872
ESI	348	4,176
Statutory Bonus	1,400	16,800
Total CTC	**13,604**	**1,63,248**

for Scientific Publishing Limited Private Limited

Manoj P
Authorized Signatory

I accept the above CTC structure breakup and I am aware that this is confidential and shall not disclose this information to others.

Signature of Acceptance with date

5.2.1. Average percentage of placement of outgoing students during the last five years

Straive™

20 November, 2021

Ms. Indumathi V
NO 1/85, Sivan Kovil Street,
Keela kalkandar kottai,
Trichy, 620011.

Dear Indumathi,

Offer Letter

This has reference to your application and subsequent interview you had with us. Further, we are pleased to offer you the post of **Trainee.**

Kindly make a note that your tentative date of joining would be **22 November, 2021** and the Company may be constrained to change your joining date due to the prevailing unprecedented situation. In that event, the Company shall duly inform you of the revised Date of Joining".

In case of any changes to the date of joining please inform us before the expected date of onboard. Failure to inform us and no-show on the expected date of joining will efface this employment offer.

You shall be on probation for a period of six months starting from the date of your joining. Your performance during the probation will be appraised and, if found satisfactory, you will be confirmed in services. However, in the event of your performance found not to be satisfactory, your probation period could be further extended.

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We look forward to having you onboard.
for Scientific Publishing Limited Private Limited

Manoj P
Authorized Signatory
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(Signature with date)

5.2.1. Average percentage of placement of outgoing students during the last five years

Straive™

Cost to the Company (CTC) Structure

Name : Ms. Indumathi V

Designation : Trainee

Department : Copy Editing

Components	Per Month (INR)	Per Annum (INR)
Basic Pay	5,350	64,200
House Rent Allowance	1,070	12,840
Special Allowance	4,280	51,360
Gross Salary	**10,700**	**1,28,400**
PF	1,156	13,872
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for Scientific Publishing Limited Private Limited

Manoj P
Authorized Signatory

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Signature of Acceptance with date

5.2.1. Average percentage of placement of outgoing students during the last five years

Straive™

20 November, 2021

Ms. Durga P
No 45/C, Pensioner Colony,
Jail Corner,
Trichy, 620023.

Dear Durga,

Offer Letter

This has reference to your application and subsequent interview you had with us. Further, we are pleased to offer you the post of **Trainee.**

Kindly make a note that your tentative date of joining would be **22 November, 2021** and the Company may be constrained to change your joining date due to the prevailing unprecedented situation. In that event, the Company shall duly inform you of the revised Date of Joining".

In case of any changes to the date of joining please inform us before the expected date of onboard. Failure to inform us and no-show on the expected date of joining will efface this employment offer.

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Please note that this employment is subject to **professional reference checks and documentary evidence of your previous employment.**

We look forward to having you onboard.
for Scientific Publishing Limited Private Limited

Manoj P
Authorized Signatory
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(Signature with date)

5.2.1. Average percentage of placement of outgoing students during the last five years

Straive™

Cost to the Company (CTC) Structure

Name : Ms. Durga P

Designation : Trainee

Department : Copy Editing

Components	Per Month (INR)	Per Annum (INR)
Basic Pay	5,350	64,200
House Rent Allowance	1,070	12,840
Special Allowance	4,280	51,360
Gross Salary	**10,700**	**1,28,400**
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Manoj P
Authorized Signatory

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Signature of Acceptance with date

5.2.1. Average percentage of placement of outgoing students during the last five years

Straive™

01 December, 2021

Ms. Mohanapriya R
No 3/4, Anna Street Main Road, West Ambikapuram,
Ponmalai,Trichy, 620004.

Dear Mohanapriya,

Offer Letter

This has reference to your application and subsequent interview you had with us. Further, we are pleased to offer you the post of **Trainee.**

Kindly make a note that your tentative date of joining would be **02 December, 2021** and the Company may be constrained to change your joining date due to the prevailing unprecedented situation. In that event, the Company shall duly inform you of the revised Date of Joining".

In case of any changes to the date of joining please inform us before the expected date of onboard. Failure to inform us and no-show on the expected date of joining will efface this employment offer.

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Please note that this employment is subject to **professional reference checks and documentary evidence of your previous employment.**

We look forward to having you onboard.
for Scientific Publishing Limited Private Limited

Manoj P
Authorized Signatory
Received the offer of employment and shall report for duty on the expected Date of Joining, as mentioned above.

(Signature with date)

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Straive™

Cost to the Company (CTC) Structure

Name : Ms. Mohanapriya R

Designation : Trainee

Department : Copy Editing

Components	Per Month (INR)	Per Annum (INR)
Basic Pay	5,350	64,200
House Rent Allowance	1,070	12,840
Special Allowance	4,280	51,360
Gross Salary	**10,700**	**1,28,400**
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Total CTC	**13,604**	**1,63,248**

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Signature of Acceptance with date

5.2.1. Average percentage of placement of outgoing students during the last five years

TATA

Offer: Computer Consultancy
Ref: TCSL/DT20217856976/Chennai
Date: 07/07/2021

Mr. Sv Sv Dharani
42/AKajapet New Street Trichy,
Sabari Hospital,
Trichy-620001,
Tamilnadu.
Tel# -8526645939

Dear Sv Sv Dharani,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course and you meeting the TCS eligibility criteria.

You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY
You will be eligible for a basic salary of **₹7,950/-** per month.

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Tata Consultancy Services Limited
415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

5.2.1. Average percentage of placement of outgoing students during the last five years

TATA

BOUQUET OF BENEFITS (BoB)

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

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

1. **House Rent Allowance (HRA)**
   Your HRA will be **₹3,180/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

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

3. **Personal Allowance**
   You will be eligible for a monthly personal allowance of of **₹0/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

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

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of **₹1,500/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

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

OTHER BENEFITS

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

HIS offers the following benefits:

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

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

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

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

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

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

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

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)
You will become a member of the TWT, on completion of continuous association of one year

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from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

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

RETIRALS

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

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

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**
   Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

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

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

2. **Training Period**
   You will be required to undergo class room and on the job training in the first twelve

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

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

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

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

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

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

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

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

7. **Alternative Occupation / Employment**
Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

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5.2.1. Average percentage of placement of outgoing students during the last five years

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

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

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

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

11. **Terms and Conditions**
The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

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12. TATA Code of Conduct

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

13. Notice Period

During your tenure with TCSL, either you or TCSL may terminate your traineeship / employment under this Agreement by providing 90 days written notice. The company reserves the right, to ask you to complete the notice period or adjust the earned vacation in lieu of entire or partial notice period. If your services, behaviour and/ or performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above. No notice or payment in lieu thereof shall be applicable if your services are discontinued/terminated on account of any misconduct either during your traineeship period or upon completion of the traineeship period.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

14. Retirement

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

15. Pre-employment Medical Certificate

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

16. Employment of Non Indian Citizens

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

17. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action

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including termination of traineeship/service without notice.

18. Submission of Documents

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

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

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
  *There is no criminal offence registered/pending against you
  *There is no disciplinary case pending against you in the university

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

The original documents will be returned to you after verification.

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

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Tata Consultancy Services Limited
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documents

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

19. TCS Xperience Program

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

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

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

20. Letter of Appointment

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

21. Rules and Regulations of the Company

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

22. Compliance to all clauses

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

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23. Data Privacy Clause:

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

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

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

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

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

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

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5.2.1. Average percentage of placement of outgoing students during the last five years

TATA

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

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

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5.2.1. Average percentage of placement of outgoing students during the last five years

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GROSS SALARY SHEET **Annexure 1**

Name	**Sv Sv Dharani**
Designation	**Graduate Trainee**
Institute Name	**Jamal Mohd. College ,Trichy**

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	7,950	95,400
Bouquet Of Benefits #	4,343	52,110
2) Performance Pay		
Monthly Performance Pay	1,500	18,000
3) Annual Components/Retirals		
Health Insurance***	NA	4,000
Provident Fund	954	11,448
Gratuity	382	4,589
ESI Contribution##		5,379
Total of Annual Components & Retirals	1,336	20,037
TOTAL GROSS	15,129	1,90,926

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

##Contribution towards Employees' State Insurance borne by TCS.

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

Component Category	Monthly	Annual
House Rent Allowance	3,180	38,160
Leave Travel Assistance	663	7,950
Food Card	500	6,000
Personal Allowance	0	0
GROSS BOUQUET OF BENEFITS	4,343	52,110

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5.2.1. Average percentage of placement of outgoing students during the last five years

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Annexure 2

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

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Annexure 3

Confidentiality and IP Terms and Conditions

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

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

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

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

(d) Customer and prospective customer lists, and

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

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

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

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

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

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

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

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

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9. Equitable Rights

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

10. General

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

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

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

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

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

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

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5.2.1. Average percentage of placement of outgoing students during the last five years



5.2.1. Average percentage of placement of outgoing students during the last five years

Tech ZAR Info

Recruiter Trainee Offer Letter 12 March 2021

Dear ASHWIN K,

Congratulations! Greetings from the Tech ZAR Info. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

You would undergo eight weeks of Training in Day Shift and two weeks of Budding in US shift, during training period you are not eligible for any Stipend / Remuneration. On Successful Completion of Training, you will be hired as a Trainee Recruiter on rolls of Tech ZAR Info and your Annual CTC will be Rs 1,44,000/- per annum, (One Lakh Forty-Four Thousand Only).

Training period may extend time to time considering the current pandemic situation.

On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training, and the contractual obligation to be with Tech ZAR Info.

This is the Provisional Trainee Offer letter and the Formal Offer / Appointment Order with terms of your employment will be sent to you on your joining date.

We congratulate you and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

Please sign the duplicate copy of the papers as a token of your acceptance and return it to us for the use of employee records.

For TechZarInfo Software and Consulting Services

Mohammed Ziya.M

M.S Tower, Convent Rd, Tiruchirappalli – 620001, PH – 0431 355 2323

5.2.1. Average percentage of placement of outgoing students during the last five years

Tech ZAR Info

Recruiter Trainee Offer Letter 12 March 2021

Dear BALAGURU K,

Congratulations! Greetings from the Tech ZAR Info. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

You would undergo eight weeks of Training in Day Shift and two weeks of Budding in US shift, during training period you are not eligible for any Stipend / Remuneration. On Successful Completion of Training, you will be hired as a Trainee Recruiter on rolls of Tech ZAR Info and your Annual CTC will be Rs 1,44,000/- per annum, (One Lakh Forty-Four Thousand Only).

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For TechZarInfo Software and Consulting Services

Mohammed Ziya.M

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5.2.1. Average percentage of placement of outgoing students during the last five years

Tech ZAR Info

Recruiter Trainee Offer Letter 12 March 2021

Dear ARSHAD M,

Congratulations! Greetings from the Tech ZAR Info. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

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Mohammed Ziya.M

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5.2.1. Average percentage of placement of outgoing students during the last five years

Tech ZAR Info

Recruiter Trainee Offer Letter 12 March 2021

Dear MUGILAN R,

Congratulations! Greetings from the Tech ZAR Info. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

You would undergo eight weeks of Training in Day Shift and two weeks of Budding in US shift, during training period you are not eligible for any Stipend / Remuneration. On Successful Completion of Training, you will be hired as a Trainee Recruiter on rolls of Tech ZAR Info and your Annual CTC will be Rs 1,44,000/- per annum, (One Lakh Forty-Four Thousand Only).

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For TechZarInfo Software and Consulting Services

Mohammed Ziya.M

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5.2.1. Average percentage of placement of outgoing students during the last five years

Tech ZAR Info

Recruiter Trainee Offer Letter 12 March 2021

Dear MURALI P,

Congratulations! Greetings from the Tech ZAR Info. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

You would undergo eight weeks of Training in Day Shift and two weeks of Budding in US shift, during training period you are not eligible for any Stipend / Remuneration. On Successful Completion of Training, you will be hired as a Trainee Recruiter on rolls of Tech ZAR Info and your Annual CTC will be Rs 1,44,000/- per annum, (One Lakh Forty-Four Thousand Only).

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For TechZarInfo Software and Consulting Services

Mohammed Ziya.M

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5.2.1. Average percentage of placement of outgoing students during the last five years

Tech ZAR Info

Recruiter Trainee Offer Letter 12 March 2021

Dear PRAVEENKUMAR P,

Congratulations! Greetings from the Tech ZAR Info. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

You would undergo eight weeks of Training in Day Shift and two weeks of Budding in US shift, during training period you are not eligible for any Stipend / Remuneration. On Successful Completion of Training, you will be hired as a Trainee Recruiter on rolls of Tech ZAR Info and your Annual CTC will be Rs 1,44,000/- per annum, (One Lakh Forty-Four Thousand Only).

Training period may extend time to time considering the current pandemic situation.

On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training, and the contractual obligation to be with Tech ZAR Info.

This is the Provisional Trainee Offer letter and the Formal Offer / Appointment Order with terms of your employment will be sent to you on your joining date.

We congratulate you and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

Please sign the duplicate copy of the papers as a token of your acceptance and return it to us for the use of employee records.

For TechZarInfo Software and Consulting Services

Mohammed Ziya.M

M.S Tower, Convent Rd, Tiruchirappalli – 620001, PH – 0431 355 2323

5.2.1. Average percentage of placement of outgoing students during the last five years

Tech ZAR Info

Recruiter Trainee Offer Letter 12 March 2021

Dear ABARNA K,

Congratulations! Greetings from the Tech ZAR Info. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

You would undergo eight weeks of Training in Day Shift and two weeks of Budding in US shift, during training period you are not eligible for any Stipend / Remuneration. On Successful Completion of Training, you will be hired as a Trainee Recruiter on rolls of Tech ZAR Info and your Annual CTC will be Rs 1,44,000/- per annum, (One Lakh Forty-Four Thousand Only).

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On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training, and the contractual obligation to be with Tech ZAR Info.

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We congratulate you and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

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For TechZarInfo Software and Consulting Services

Mohammed Ziya.M

M.S Tower, Convent Rd, Tiruchirappalli – 620001, PH – 0431 355 2323

5.2.1. Average percentage of placement of outgoing students during the last five years

Tech ZAR Info

Recruiter Trainee Offer Letter 12 March 2021

Dear AFIYA BEGUM A BEGUM A,

Congratulations! Greetings from the Tech ZAR Info. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

You would undergo eight weeks of Training in Day Shift and two weeks of Budding in US shift, during training period you are not eligible for any Stipend / Remuneration. On Successful Completion of Training, you will be hired as a Trainee Recruiter on rolls of Tech ZAR Info and your Annual CTC will be Rs 1,44,000/- per annum, (One Lakh Forty-Four Thousand Only).

Training period may extend time to time considering the current pandemic situation.

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For TechZarInfo Software and Consulting Services

Mohammed Ziya.M

M.S Tower, Convent Rd, Tiruchirappalli – 620001, PH – 0431 355 2323

5.2.1. Average percentage of placement of outgoing students during the last five years

Tech ZAR Info

Recruiter Trainee Offer Letter 12 March 2021

Dear DHARANI R,

Congratulations! Greetings from the Tech ZAR Info. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

You would undergo eight weeks of Training in Day Shift and two weeks of Budding in US shift, during training period you are not eligible for any Stipend / Remuneration. On Successful Completion of Training, you will be hired as a Trainee Recruiter on rolls of Tech ZAR Info and your Annual CTC will be Rs 1,44,000/- per annum, (One Lakh Forty-Four Thousand Only).

Training period may extend time to time considering the current pandemic situation.

On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training, and the contractual obligation to be with Tech ZAR Info.

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For TechZarInfo Software and Consulting Services

Mohammed Ziya.M

M.S Tower, Convent Rd, Tiruchirappalli – 620001, PH – 0431 355 2323

5.2.1. Average percentage of placement of outgoing students during the last five years

Tech ZAR Info

Recruiter Trainee Offer Letter 12 March 2021

Dear KAYALVIZHI P,

Congratulations! Greetings from the Tech ZAR Info. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

You would undergo eight weeks of Training in Day Shift and two weeks of Budding in US shift, during training period you are not eligible for any Stipend / Remuneration. On Successful Completion of Training, you will be hired as a Trainee Recruiter on rolls of Tech ZAR Info and your Annual CTC will be Rs 1,44,000/- per annum, (One Lakh Forty-Four Thousand Only).

Training period may extend time to time considering the current pandemic situation.

On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training, and the contractual obligation to be with Tech ZAR Info.

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Please sign the duplicate copy of the papers as a token of your acceptance and return it to us for the use of employee records.

For TechZarInfo Software and Consulting Services

Mohammed Ziya.M

M.S Tower, Convent Rd, Tiruchirappalli – 620001, PH – 0431 355 2323

5.2.1. Average percentage of placement of outgoing students during the last five years



5.2.1. Average percentage of placement of outgoing students during the last five years



5.2.1. Average percentage of placement of outgoing students during the last five years

THE NEW COLLEGE
(AUTONOMOUS)

Sponsored by : THE MUSLIM EDUCATIONAL ASSOCIATION OF SOUTHERN INDIA
(AFFILIATED TO THE UNIVERSITY OF MADRAS & ACCREDITED BY NAAC WITH 'A' GRADE)

NAWAB MOHAMMED ABDUL ALI AZIMJAH
Prince of Arcot
Chairman

ELIAS SAIT
Hon. Secretary & Correspondent

Dt 13.08.2021

(Shift-II)

ORDER OF APPOINTMENT

Mr. M. Mohammed Rukman is hereby appointed as Assistant Professor of **Tamil** in The New College **(Shift-II)** on Probation with effect from **16.08.2021**. He will be paid a consolidated salary of Rs. 20,000/- (Rupees twenty thousand only) per month, applicable to the teaching staff of the college under Management staff category. He shall report for duty on 16.08.2021 at 1.30. p.m.

He shall conform to all the rules and regulations of the College and obey all lawful orders that he may receive from the College authorities. He must maintain proper discipline in his classes on his own interest and in the interest of the College.

He is informed that the Management is entitled to terminate his service, either by giving him one month's notice in writing or by paying him one month's salary in lieu of such notice.

He is entitled to have his service terminated by giving the Management one month's notice in writing or by paying it one month's salary in lieu of such notice.

This appointment is subject to the approval of the University of Madras.

He will not be eligible for any leave on loss of pay to go to abroad for employment. If he desires to accept such employment, he has to resign after giving one month's notice or paying the college one month's salary in lieu of such notice.

Hon. Secretary & Correspondent
Hony. Secretary & Correspondent
THE NEW COLLEGE
CHENNAI-600 014.

To
Mr. M. Mohammed Rukman

Copy to:
1. The Principal
2. Vice-Principals (Academic & Admin)
3. The HOD of Tamil
4. The Accounts Section
5. File

"ASSOCIATION GARDENS", 147, Peters Road, Royapettah, Chennai - 600 014. India.
Phone : 044 - 2835 1269 / 2835 0386 / 2835 0297

5.2.1. Average percentage of placement of outgoing students during the last five years



APPOINTMENT LETTER

Date: 02/02/2021

Place: Chennai

Dear Mr.Ashiq Abubakar,

We are pleased to offer you, the position of **Software Intern** with T-Machine Software Solutions Pvt Ltd on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of **February 8th 2021** and the reporting time is **9 AM.**

2. Job Title

Designation during internship: **Software Intern**
Designation as a Permanent employee: **Associate Software Engineer**

3. Salary

As **Software Intern**, you will be entitled to a remuneration of **Rs. 5000 per month (Rupees Five Thousand only)** for the first **six months**. On Successful completion of the internship program, you will be entitled to a remuneration of **Rs.1.5** lakhs Per Annum **(Rupees One lakh fifty thousand)**

4. Probation:

You will be on a probation period for first six months. Regular performance review will be conducted to assess your performance and suitability. Your employment shall be made permanent after successful completion of internship program.

Your appraisal at T-Machine depends on your individual performance.

5. Job Location:

During the internship period you will be working from the incubation cell of Jamal Mohammed College. The laptops shall be provided to you by the institution. On successful completion of internship your will be deployed at any of the T-Machine Offices in and around Chennai.

6. Hours of Work

The normal working days are **Monday to Saturday (9 AM to 6 PM)**

You will be required to work for such hours as necessary for the proper discharge of duties to the Company. You are expected to work not less than 40 hours each week, and if necessary, for additional hours depending on your responsibilities.

5.2.1. Average percentage of placement of outgoing students during the last five years

7. Leave/Holidays

You have one day as weekly holiday as per the schedule. The company shall notify a list of declared holidays in the beginning of each year.

On successful completion of probation period,

- You are entitled to a casual leave of one day per month. Casual leave shall not be carried forward to the next financial year.
- You are entitled to a sick leave of one day every two months.

8. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

9. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

10. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

11. Termination

T-Machine reserves the right to terminate you during the training as well as the full-time employment for any of the below mentioned reasons.

- Breach of the terms and conditions of the New Graduate Program.
- Inability to follow the pace of the training and has poor learning ability and performance.
- Breach of trust by sharing confidential information with outsiders.

During the period of services, either party will be entitled to terminate the contract of employment by giving 3 months' notice in writing or salary in lieu of the same.

12. Confidential Information

12. 1 During your employment with the Company you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.

12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers 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 organization, its customer lists, employment policies, personnel, and information about the Company's products,

processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

13. Notices

Notices may be given by you to the Company at its registered office address. Notices may be given by the Company to you at the address intimated by you in the official records.

14. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to manners like leave entitlement, maternity leave, employee's benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

15. Governing Law/Jurisdiction

Your employment with the Company is subject to Indian laws. All disputes shall be subject to the jurisdiction of High Court of Tamil Nadu only.

16. Offer Acceptance

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Sincerely,

For T-MACHINE SOFTWARE SOLUTIONS PVT LTD

Applicant Name : Ashiq Abubakar

Applicant Signature :

T-MACHINE SOFTWARE SOLUTIONS PRIVATE LIMITED
No. 280, 2nd Floor, Ring Road, Housing Sector, Madhavaram, Chennai-60.

Human Resource Manager
Authorized Signatory

Date :02/02/2021

Place : CHENNAI

5.2.1. Average percentage of placement of outgoing students during the last five years

CTC Annexure
(During Permanent employment)

Monthly Components	Per Month(Rs.)	Annualized (Rs.)
Basic	5,625.00	67,500.00
HRA	2,812.00	33,750.00
Conveyance Allowance	1,687.00	20,250.00
Medical Allowance	1,250.00	15,000.00
Special Allowance	1,125.00	13,500.00
Cost to Company	**12500.00**	**1,50,000.00**

Deductions	Per Month (Rs)
PF (Employee Contribution @12% of basic pay)	675.00
ESIC (Employee Contribution @ 1.75% of gross pay)	-
Professional Tax (As per slab)	208.00
Total Deduction	**883.00**

Monthly Net Pay	**11,617.00**

5.2.1. Average percentage of placement of outgoing students during the last five years

T-MACHINE
ARTIFICIAL INTELLIGENCE

APPOINTMENT LETTER

Date: 02/02/2021

Place: Chennai

Dear Mr. Ameerdeen,

We are pleased to offer you, the position of **Software Intern** with T-Machine Software Solutions Pvt Ltd on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of **February 8th 2021** and the reporting time is **9 AM.**

2. Job Title

Designation during internship: **Software Intern**
Designation as a Permanent employee: **Associate Software Engineer**

3. Salary

As **Software Intern**, you will be entitled to a remuneration of **Rs. 5000 per month (Rupees Five Thousand only)** for the first **six months**. On Successful completion of the internship program, you will be entitled to a remuneration of **Rs.1.5 lakhs Per Annum (Rupees One lakh fifty thousand Only)**

4. Probation:

You will be on a probation period for first six months. Regular performance review will be conducted to assess your performance and suitability. Your employment shall be made permanent after successful completion of internship program.

Your appraisal at T-Machine depends on your individual performance.

5. Job Location:

During the internship period you will be working from the incubation cell of Jamal Mohammed College. The laptops shall be provided to you by the institution. On successful completion of internship your will be deployed at any of the T-Machine Offices in and around Chennai.

6. Hours of Work

The normal working days are **Monday to Saturday (9 AM to 6 PM)**

You will be required to work for such hours as necessary for the proper discharge of duties to the Company. You are expected to work not less than 40 hours each week, and if necessary, for additional hours depending on your responsibilities.

5.2.1. Average percentage of placement of outgoing students during the last five years

7. Leave/Holidays

You have one day as weekly holiday as per the schedule. The company shall notify a list of declared holidays in the beginning of each year.

On successful completion of probation period,

- You are entitled to a casual leave of one day per month. Casual leave shall not be carried forward to the next financial year.
- You are entitled to a sick leave of one day every two months.

8. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

9. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

10. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

11. Termination

T-Machine reserves the right to terminate you during the training as well as the full-time employment for any of the below mentioned reasons.

- Breach of the terms and conditions of the New Graduate Program.
- Inability to follow the pace of the training and has poor learning ability and performance.
- Breach of trust by sharing confidential information with outsiders.

During the period of services, either party will be entitled to terminate the contract of employment by giving 3 months' notice in writing or salary in lieu of the same.

12. Confidential Information

12. 1 During your employment with the Company you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.

12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers 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 organization, its customer lists, employment policies, personnel, and information about the Company's products,

processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

13. Notices

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14. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to manners like leave entitlement, maternity leave, employee's benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

15. Governing Law/Jurisdiction

Your employment with the Company is subject to Indian laws. All disputes shall be subject to the jurisdiction of High Court of Tamil Nadu only.

16. Offer Acceptance

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Sincerely,

For T-MACHINE SOFTWARE SOLUTIONS PVT LTD

Human Resource Manager
Authorized Signatory

Applicant Name	: Ameerdeen.H
Applicant Signature	:
Date	:2/02/2021
Place	: CHENNAI

T-MACHINE SOFTWARE SOLUTIONS PRIVATE LIMITED
No. 280, 2nd Floor, Ring Road, Housing Sector, Madhavaram, Chennai-60.

5.2.1. Average percentage of placement of outgoing students during the last five years

CTC Annexure
(During Permanent employment)

Monthly Components	Per Month(Rs.)	Annualized (Rs.)
Basic	5,625.00	67,500.00
HRA	2,812.00	33,750.00
Conveyance Allowance	1,687.00	20,250.00
Medical Allowance	1,250.00	15,000.00
Special Allowance	1,125.00	13,500.00
Cost to Company	**12500.00**	**1,50,000.00**

Deductions	Per Month (Rs)
PF (Employee Contribution @12% of basic pay)	675.00
ESIC (Employee Contribution @ 1.75% of gross pay)	-
Professional Tax (As per slab)	208.00
Total Deduction	**883.00**

Monthly Net Pay	**11,617.00**

5.2.1. Average percentage of placement of outgoing students during the last five years



APPOINTMENT LETTER

Date: 02/02/2021

Place: Chennai

Dear Mr.Gopinath,

We are pleased to offer you, the position of **Software Intern** with T-Machine Software Solutions Pvt Ltd on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of **February 8th 2021** and the reporting time is **9 AM.**

2. Job Title

Designation during internship: **Software Intern**
Designation as a Permanent employee: **Associate Software Engineer**

3. Salary

As **Software Intern**, you will be entitled to a remuneration of **Rs. 5000 per month (Rupees Five Thousand only)** for the first **six months**. On Successful completion of the internship program, you will be entitled to a remuneration of **Rs.1.5 lakhs Per Annum (Rupees One lakh fifty thousand)**

4. Probation:

You will be on a probation period for first six months. Regular performance review will be conducted to assess your performance and suitability. Your employment shall be made permanent after successful completion of internship program.

Your appraisal at T-Machine depends on your individual performance.

5. Job Location:

During the internship period you will be working from the incubation cell of Jamal Mohammed College. The laptops shall be provided to you by the institution. On successful completion of internship your will be deployed at any of the T-Machine Offices in and around Chennai.

6. Hours of Work

The normal working days are **Monday to Saturday (9 AM to 6 PM)**

You will be required to work for such hours as necessary for the proper discharge of duties to the Company. You are expected to work not less than 40 hours each week, and if necessary, for additional hours depending on your responsibilities.

7. Leave/Holidays

You have one day as weekly holiday as per the schedule. The company shall notify a list of declared holidays in the beginning of each year.

On successful completion of probation period,

- You are entitled to a casual leave of one day per month. Casual leave shall not be carried forward to the next financial year.
- You are entitled to a sick leave of one day every two months.

8. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

9. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

10. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

11. Termination

T-Machine reserves the right to terminate you during the training as well as the full-time employment for any of the below mentioned reasons.

- Breach of the terms and conditions of the New Graduate Program.
- Inability to follow the pace of the training and has poor learning ability and performance.
- Breach of trust by sharing confidential information with outsiders.

During the period of services, either party will be entitled to terminate the contract of employment by giving 3 months' notice in writing or salary in lieu of the same.

12. Confidential Information

12. 1 During your employment with the Company you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.

12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers 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 organization, its customer lists, employment policies, personnel, and information about the Company's products,

processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

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12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

13. Notices

Notices may be given by you to the Company at its registered office address. Notices may be given by the Company to you at the address intimated by you in the official records.

14. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to manners like leave entitlement, maternity leave, employee's benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

15. Governing Law/Jurisdiction

Your employment with the Company is subject to Indian laws. All disputes shall be subject to the jurisdiction of High Court of Tamil Nadu only.

16. Offer Acceptance

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Applicant Name	: Gopinath.S
Applicant Signature	:
Date	: 02/02/2021
Place	: CHENNAI

T-MACHINE SOFTWARE SOLUTIONS PRIVATE LIMITED No. 280, 2nd Floor, Ring Road, Housing Sector, Madhavaram, Chennai-60.

For T-MACHINE SOFTWARE SOLUTIONS PVT LTD.

Human Resource Manager
Authorized Signatory

5.2.1. Average percentage of placement of outgoing students during the last five years

CTC Annexure
(During Permanent employment)

Monthly Components	Per Month(Rs.)	Annualized (Rs.)
Basic	5,625.00	67,500.00
HRA	2,812.00	33,750.00
Conveyance Allowance	1,687.00	20,250.00
Medical Allowance	1,250.00	15,000.00
Special Allowance	1,125.00	13,500.00
Cost to Company	**12500.00**	**1,50,000.00**

Deductions	Per Month (Rs)
PF (Employee Contribution @12% of basic pay)	675.00
ESIC (Employee Contribution @ 1.75% of gross pay)	-
Professional Tax (As per slab)	208.00
Total Deduction	**883.00**

Monthly Net Pay	**11,617.00**

5.2.1. Average percentage of placement of outgoing students during the last five years



APPOINTMENT LETTER

Date: 02/02/2021

Place: Chennai

Dear Mr.Kumaresan,

We are pleased to offer you, the position of **Software Intern** with T-Machine Software Solutions Pvt Ltd on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of **February 8th 2021** and the reporting time is **9 AM.**

2. Job Title

Designation during internship: **Software Intern**
Designation as a Permanent employee: **Associate Software Engineer**

3. Salary

As **Software Intern**, you will be entitled to a remuneration of **Rs. 5000 per month (Rupees Five Thousand only)** for the first **six months**. On Successful completion of the internship program, you will be entitled to a remuneration of **Rs.1.5 lakhs Per Annum (Rupees One lakh fifty thousand)**

4. Probation:

You will be on a probation period for first six months. Regular performance review will be conducted to assess your performance and suitability. Your employment shall be made permanent after successful completion of internship program.

Your appraisal at T-Machine depends on your individual performance.

5. Job Location:

During the internship period you will be working from the incubation cell of Jamal Mohammed College. The laptops shall be provided to you by the institution. On successful completion of internship your will be deployed at any of the T-Machine Offices in and around Chennai.

6. Hours of Work

The normal working days are **Monday to Saturday (9 AM to 6 PM)**

You will be required to work for such hours as necessary for the proper discharge of duties to the Company. You are expected to work not less than 40 hours each week, and if necessary, for additional hours depending on your responsibilities.

7. Leave/Holidays

You have one day as weekly holiday as per the schedule. The company shall notify a list of declared holidays in the beginning of each year.

On successful completion of probation period,

- You are entitled to a casual leave of one day per month. Casual leave shall not be carried forward to the next financial year.
- You are entitled to a sick leave of one day every two months.

8. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

9. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

10. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

11. Termination

T-Machine reserves the right to terminate you during the training as well as the full-time employment for any of the below mentioned reasons.

- Breach of the terms and conditions of the New Graduate Program.
- Inability to follow the pace of the training and has poor learning ability and performance.
- Breach of trust by sharing confidential information with outsiders.

During the period of services, either party will be entitled to terminate the contract of employment by giving 3 months' notice in writing or salary in lieu of the same.

12. Confidential Information

12. 1 During your employment with the Company you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.

12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers 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 organization, its customer lists, employment policies, personnel, and information about the Company's products,

processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

13. Notices

Notices may be given by you to the Company at its registered office address. Notices may be given by the Company to you at the address intimated by you in the official records.

14. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to manners like leave entitlement, maternity leave, employee's benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

15. Governing Law/Jurisdiction

Your employment with the Company is subject to Indian laws. All disputes shall be subject to the jurisdiction of High Court of Tamil Nadu only.

16. Offer Acceptance

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Sincerely,

For T-MACHINE SOFTWARE SOLUTIONS PVT LTD

Applicant Name : Kumaresan.M

Applicant Signature :

Date : 02/02/2021

Place : CHENNAI

T-MACHINE SOFTWARE SOLUTIONS PRIVATE LIMITED
No. 280, 2nd Floor, Ring Road, Housing Sector, Madhavaram, Chennai-60.

Human Resource Manager
Authorized Signatory

5.2.1. Average percentage of placement of outgoing students during the last five years

CTC Annexure
(During Permanent employment)

Monthly Components	Per Month(Rs.)	Annualized (Rs.)
Basic	5,625.00	67,500.00
HRA	2,812.00	33,750.00
Conveyance Allowance	1,687.00	20,250.00
Medical Allowance	1,250.00	15,000.00
Special Allowance	1,125.00	13,500.00
Cost to Company	**12500.00**	**1,50,000.00**

Deductions	Per Month (Rs)
PF (Employee Contribution @12% of basic pay)	675.00
ESIC (Employee Contribution @ 1.75% of gross pay)	-
Professional Tax (As per slab)	208.00
Total Deduction	**883.00**

Monthly Net Pay	**11,617.00**

5.2.1. Average percentage of placement of outgoing students during the last five years



APPOINTMENT LETTER

Date: 02/02/2021

Place: Chennai

Dear Mr.Mohamed Abuhanifa,

We are pleased to offer you, the position of **Software Intern** with T-Machine Software Solutions Pvt Ltd on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of **February 8th 2021** and the reporting time is **9 AM.**

2. Job Title

Designation during internship: **Software Intern**
Designation as a Permanent employee: **Associate Software Engineer**

3. Salary

As **Software Intern**, you will be entitled to a remuneration of **Rs. 5000 per month (Rupees Five Thousand only)** for the first **six months**. On Successful completion of the internship program, you will be entitled to a remuneration of **Rs.1.5 lakhs Per Annum (Rupees One lakh fifty thousand)**

4. Probation:

You will be on a probation period for first six months. Regular performance review will be conducted to assess your performance and suitability. Your employment shall be made permanent after successful completion of internship program.

Your appraisal at T-Machine depends on your individual performance.

5. Job Location:

During the internship period you will be working from the incubation cell of Jamal Mohammed College. The laptops shall be provided to you by the institution. On successful completion of internship your will be deployed at any of the T-Machine Offices in and around Chennai.

6. Hours of Work

The normal working days are **Monday to Saturday (9 AM to 6 PM)**

You will be required to work for such hours as necessary for the proper discharge of duties to the Company. You are expected to work not less than 40 hours each week, and if necessary, for additional hours depending on your responsibilities.

7. Leave/Holidays

You have one day as weekly holiday as per the schedule. The company shall notify a list of declared holidays in the beginning of each year.

On successful completion of probation period,

- You are entitled to a casual leave of one day per month. Casual leave shall not be carried forward to the next financial year.
- You are entitled to a sick leave of one day every two months.

8. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

9. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

10. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

11. Termination

T-Machine reserves the right to terminate you during the training as well as the full-time employment for any of the below mentioned reasons.

- Breach of the terms and conditions of the New Graduate Program.
- Inability to follow the pace of the training and has poor learning ability and performance.
- Breach of trust by sharing confidential information with outsiders.

During the period of services, either party will be entitled to terminate the contract of employment by giving 3 months' notice in writing or salary in lieu of the same.

12. Confidential Information

12. 1 During your employment with the Company you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.

12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers 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 organization, its customer lists, employment policies, personnel, and information about the Company's products,

processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

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14. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to manners like leave entitlement, maternity leave, employee's benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

15. Governing Law/Jurisdiction

Your employment with the Company is subject to Indian laws. All disputes shall be subject to the jurisdiction of High Court of Tamil Nadu only.

16. Offer Acceptance

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Applicant Name : Mohamed AbuHanifa.M

Applicant Signature :

Date :02/02/2021

Place : CHENNAI

For T-MACHINE SOFTWARE SOLUTIONS PVT LTD

Human Resource Manager
Authorized Signatory

5.2.1. Average percentage of placement of outgoing students during the last five years

CTC Annexure
(During Permanent employment)

Monthly Components	Per Month(Rs.)	Annualized (Rs.)
Basic	5,625.00	67,500.00
HRA	2,812.00	33,750.00
Conveyance Allowance	1,687.00	20,250.00
Medical Allowance	1,250.00	15,000.00
Special Allowance	1,125.00	13,500.00
Cost to Company	**12500.00**	**1,50,000.00**

Deductions	Per Month (Rs)
PF (Employee Contribution @12% of basic pay)	675.00
ESIC (Employee Contribution @ 1.75% of gross pay)	-
Professional Tax (As per slab)	208.00
Total Deduction	**883.00**

Monthly Net Pay	**11,617.00**

5.2.1. Average percentage of placement of outgoing students during the last five years

TMMC MANAGEMENT CONSULTANCY
It's Time To change

ترانس الشرق الأوسط للاستشارات الإدارية
Trans Middle East Management Consultancy

Ref: LOI/1221/13
Date: 9th December 2021

Sub: Letter Of Intent

Dear **Mr. Abdul Hakeem. A,**

This is with the subsequent interview you had with us, you are hereby shortlisted for the position of **"Arabic Typist"** with a consolidated salary of AED 2,500/- (AED. Two Thousand and Five Hundred only) All Inclusive per month.

A detailed Job offer Letter with salary breakup of Basic, HRA & Allowances, will be issued to you subject to the approval from the Ministry of Human Resources & Emiratisation along with the Annexure letter.

You will be initially posted in Dubai, but are liable for a transfer from one division to another or from one place to another within the country or abroad.

You shall acknowledge this letter as a sign of your acceptance to our offer and willingness to join our company.

With best regards, and looking forward to your joining soon as a member of **M/s. Trans Middle East Management Consultancy** family.

Sincerely,
For **Trans Middle East Management Consultancy**

W. A. Faruqui
General Manager – HR

I hereby accept the above Letter of Intent and signed 09 day of DECEMBER 2021.

Name. A. ABDUL HAKEEM Sign. A. Abdul Hakeem

Please contact Mr. Usman Nizamdeen from Corporate HR Office at Contact No.00 971 56 422 8771, for any queries.

5.2.1. Average percentage of placement of outgoing students during the last five years

TMMC MANAGEMENT CONSULTANCY *It's Time to change*

ترانس الشرق الأوسط للإستشارات الإدارية
Trans Middle East Management Consultancy

Ref: LOI/1221/12
Date: 9th **December 2021**

Sub: Letter Of Intent

Dear **Mr. Abrar Munawar,**

This is with the subsequent interview you had with us, you are hereby shortlisted for the position of **"Arabic Typist"** with a consolidated salary of AED 2,500/- (AED. Two Thousand and Five Hundred only) All Inclusive per month.

A detailed Job offer Letter with salary breakup of Basic, HRA & Allowances, will be issued to you subject to the approval from the Ministry of Human Resources & Emiratisation along with the Annexure letter.

You will be initially posted in Dubai, but are liable for a transfer from one division to another or from one place to another within the country or abroad.

You shall acknowledge this letter as a sign of your acceptance to our offer and willingness to join our company.

With best regards, and looking forward to your joining soon as a member of **M/s. Trans Middle East Management Consultancy** family.

Sincerely,
For **Trans Middle East Management Consultancy**

W. A. Faruqui
General Manager – HR

I hereby accept the above Letter of Intent and signed 10 day of December, 2021.

Name M. ABRAR Sign

Please contact Mr. Usman Nizamdeen from Corporate HR Office at Contact No.00 971 56 422 8771, for any queries.

5.2.1. Average percentage of placement of outgoing students during the last five years

TRITECH

TRITECH SYSTEMS

E-Waste - Certified by Tamilnadu Pollution Control Board

Date: 25.01.2021

Dear **VEERAPANDIYAN P,**

Congratulations! We are pleased to confirm that you have been selected to work for **TRITECH SYSTEMS**, Chennai. We are delighted to make you the following job offer:

The position we are offering you is that of **Inspection Engineer** with an annual cost to company of **Rs. 2,64,000/-.**

We would like you to start work on **10th June 2021.** Please report to Admin Manager for documentation and orientation. If this date is not acceptable, please contact me immediately. On joining, you will be invited to our HR tool (XPayroll) in which you may be required to upload your documents.

Please sign the enclosed copy of this letter and return it to me by **16th February 2021** to indicate your acceptance of this offer.

We are confident you will be able to make a significant contribution to the success of **TRITECH SYSTEMS,** Chennai and look forward to working with you.

Authorized Signatory
TRITECH SYSTEMS,
CHENNAI.

For TRITECH SYSTEMS
Proprietor

TRITECH SYSTEMS Chennai-11

55/AP 941, 66th Street, 11th Sector, K.K. Nagar, Chennai - 78. Mobile : 94440 36557, 9444 05910, 90030 77866
E-mail : tri_abdullah@yahoo.com, abdulla@ewastetritech.com, raman@ewastetritech.com visit : www.ewastetritech.com

Scanned with CamScanner

5.2.1. Average percentage of placement of outgoing students during the last five years

TRITECH

TRITECH SYSTEMS

E-Waste - Certified by Tamilnadu Pollution Control Board

Date: 25.01.2021

Dear **SHEIK ABDULLA S**,

Congratulations! We are pleased to confirm that you have been selected to work for **TRITECH SYSTEMS**, Chennai. We are delighted to make you the following job offer:

The position we are offering you is that of **Inspection Engineer** with an annual cost to company of **Rs. 2,64,000/-**.

We would like you to start work on **10th June 2021**. Please report to Admin Manager for documentation and orientation. If this date is not acceptable, please contact me immediately. On joining, you will be invited to our HR tool (XPayroll) in which you may be required to upload your documents.

Please sign the enclosed copy of this letter and return it to me by **16th February 2021** to indicate your acceptance of this offer.

We are confident you will be able to make a significant contribution to the success of **TRITECH SYSTEMS**, Chennai and look forward to working with you.

Authorized Signatory
TRITECH SYSTEMS,
CHENNAI.

For TRITECH SYSTEMS
Proprietor

TRITECH SYSTEMS Chennai-17

55/AP 941, 66th Street, 11th Sector, K.K. Nagar, Chennai - 78. Mobile : 94440 36557, 9444 05910, 90030 77866
E-mail : tri_abdullah@yahoo.com, abdulla@ewastetritech.com, raman@ewastetritech.com visit : www.ewastetritech.com

Scanned with CamScanner

5.2.1. Average percentage of placement of outgoing students during the last five years

TRITECH

TRITECH SYSTEMS
E-Waste - Certified by Tamilnadu Pollution Control Board

Date: 25.01.2021

Dear **MOHAMED JAMIRUDEEN H.**

Congratulations! We are pleased to confirm that you have been selected to work for **TRITECH SYSTEMS**, Chennai. We are delighted to make you the following job offer:

The position we are offering you is that of **Marketing Executive** with an annual cost to company of **Rs. 2,40,000/-.**

We would like you to start work on **10th June 2021**. Please report to Admin Manager for documentation and orientation. If this date is not acceptable, please contact me immediately. On joining, you will be invited to our HR tool (XPayroll) in which you may be required to upload your documents.

Please sign the enclosed copy of this letter and return it to me by **16th February 2021** to indicate your acceptance of this offer.

We are confident you will be able to make a significant contribution to the success of **TRITECH SYSTEMS**, Chennai and look forward to working with you.

Authorized Signatory
TRITECH SYSTEMS,
CHENNAI.

For TRITECH SYSTEMS
Proprietor

TRITECH SYSTEMS

55/AP 941, 66th Street, 11th Sector, K.K. Nagar, Chennai - 78. Mobile : 94440 36557, 9444 05910, 90030 77866
E-mail : tri_abdullah@yahoo.com, abdulla@ewastetritech.com, raman@ewastetritech.com visit : www.ewastetritech.com

Scanned with CamScanner

5.2.1. Average percentage of placement of outgoing students during the last five years

TRITECH

TRITECH SYSTEMS

E-Waste - Certified by Tamilnadu Pollution Control Board

Date: 25.01.2021

Dear **MOHAMED IRSHATH RAJA M,**

Congratulations! We are pleased to confirm that you have been selected to work for **TRITECH SYSTEMS**, Chennai. We are delighted to make you the following job offer:

The position we are offering you is that of **Chip Level - 1 Engineer** with an annual cost to company of **Rs. 2,52,000/-.**

We would like you to start work on **10th June 2021**. Please report to Admin Manager for documentation and orientation. If this date is not acceptable, please contact me immediately. On joining, you will be invited to our HR tool (XPayroll) in which you may be required to upload your documents.

Please sign the enclosed copy of this letter and return it to me by **16th February 2021** to indicate your acceptance of this offer.

We are confident you will be able to make a significant contribution to the success of **TRITECH SYSTEMS,** Chennai and look forward to working with you.

Authorized Signatory
TRITECH SYSTEMS,
CHENNAI.

TRITECH SYSTEMS Chennai-113

For TRITECH SYSTEMS

Proprietor

55/AP 941, 66th Street, 11th Sector, K.K. Nagar, Chennai - 78. Mobile : 94440 36557, 9444 05910, 90030 77866
E-mail : tri_abdullah@yahoo.com, abdulla@ewastetritech.com, raman@ewastetritech.com visit : www.ewastetritech.com

Scanned with CamScanner

5.2.1. Average percentage of placement of outgoing students during the last five years

TRITECH

TRITECH SYSTEMS

E-Waste - Certified by Tamilnadu Pollution Control Board

Date: 25.01.2021

Dear **MOHAMMED AZHARUDDEEN S,**

Congratulations! We are pleased to confirm that you have been selected to work for **TRITECH SYSTEMS**, Chennai. We are delighted to make you the following job offer:

The position we are offering you is that of **Marketing Executive** with an annual cost to company of **Rs. 2,40,000/-.**

We would like you to start work on **10th June 2021**. Please report to Admin Manager for documentation and orientation. If this date is not acceptable, please contact me immediately. On joining, you will be invited to our HR tool (XPayroll) in which you may be required to upload your documents.

Please sign the enclosed copy of this letter and return it to me by **16th February 2021** to indicate your acceptance of this offer.

We are confident you will be able to make a significant contribution to the success of **TRITECH SYSTEMS,** Chennai and look forward to working with you.

Authorized Signatory
TRITECH SYSTEMS,
CHENNAI.

For TRITECH SYSTEMS

Proprietor

TRITECH SYSTEMS Arcot Road Chennai-116

55/AP 941, 66th Street, 11th Sector, K.K. Nagar, Chennai - 78. Mobile : 94440 36557, 9444 05910, 90030 77866
E-mail : tri_abdullah@yahoo.com, abdulla@ewastetritech.com, raman@ewastetritech.com visit : www.ewastetritech.com

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5.2.1. Average percentage of placement of outgoing students during the last five years

TRITECH

TRITECH SYSTEMS

E-Waste - Certified by Tamilnadu Pollution Control Board

Date: 25.01.2021

Dear **ANBARASAN B**,

Congratulations! We are pleased to confirm that you have been selected to work for **TRITECH SYSTEMS**, Chennai. We are delighted to make you the following job offer:

The position we are offering you is that of **Chip Level - 1 Engineer** with an annual cost to company of **Rs. 2,52,000/-**.

We would like you to start work on **10th June 2021**. Please report to Admin Manager for documentation and orientation. If this date is not acceptable, please contact me immediately. On joining, you will be invited to our HR tool (XPayroll) in which you may be required to upload your documents.

Please sign the enclosed copy of this letter and return it to me by **16th February 2021** to indicate your acceptance of this offer.

We are confident you will be able to make a significant contribution to the success of **TRITECH SYSTEMS**, Chennai and look forward to working with you.

Authorized Signatory
TRITECH SYSTEMS,
CHENNAI.

For TRITECH SYSTEMS
Proprietor

TRITECH SYSTEMS Arcot Road Chennai-116

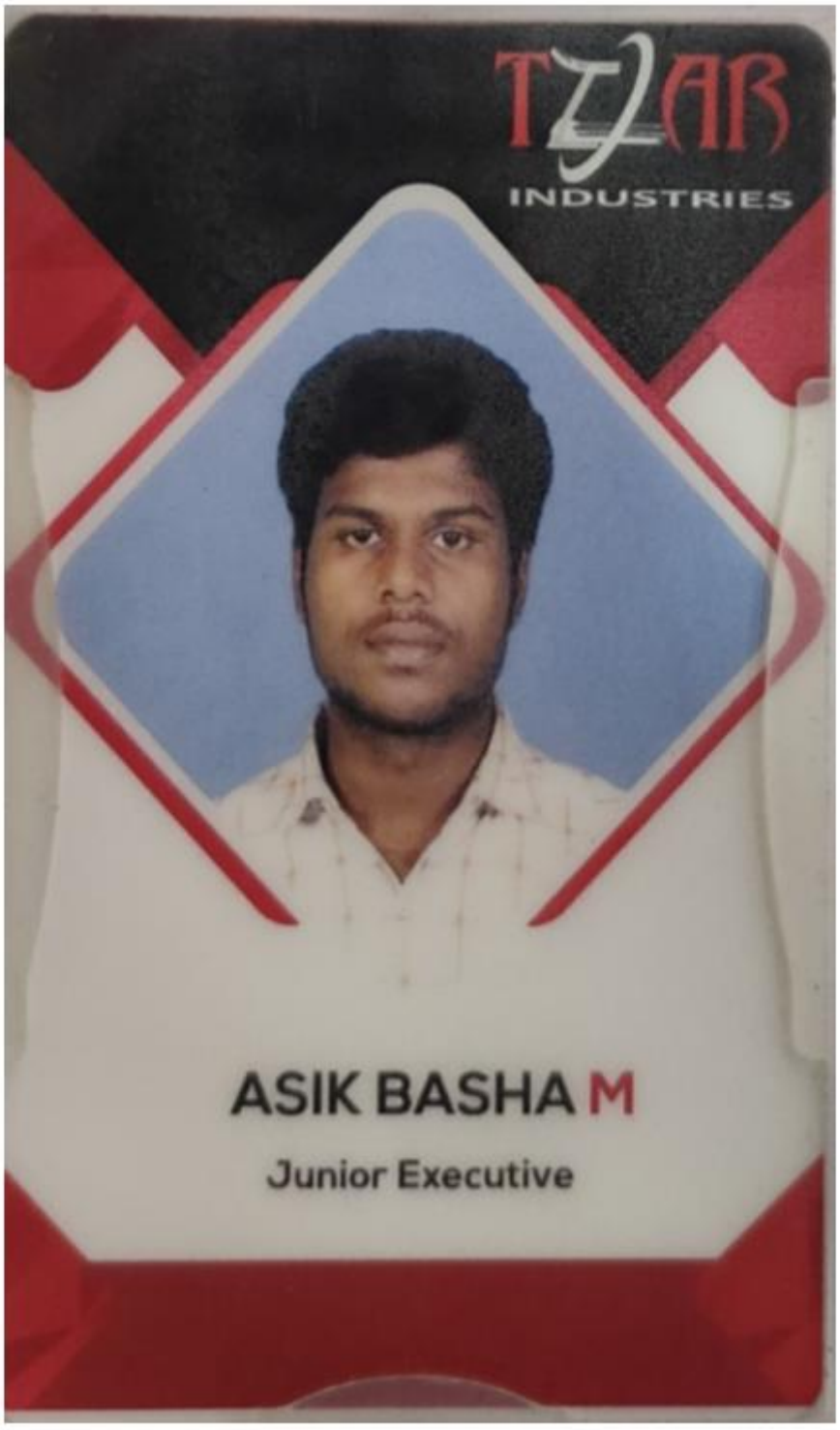
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E-mail : tri_abdullah@yahoo.com, abdulla@ewastetritech.com, raman@ewastetritech.com visit : www.ewastetritech.com

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5.2.1. Average percentage of placement of outgoing students during the last five years



5.2.1. Average percentage of placement of outgoing students during the last five years



5.2.1. Average percentage of placement of outgoing students during the last five years

VAGUS

Offer Date 06-May-2021

Mr. HAZIRA BANU SYED SHAFI
S/o Syed Shafi
195, Anthoniyar Kovil Street,
Wireless Road, Airport,
Tiruchirappalli-620007
Tamil Nadu,India

Dear Hazira Banu Syed Shafi,

Further to the interview we had with you, we take the pleasure of extending an offer to you in our Company as "**Trainee - Software Developer**" with a CTC of **Rs. 1,26,000/-per annum (Rupees One Lakh Twenty Six Thousand only)**. Based on your performance you will be subjected to an appraisal on a yearly basis.

All other terms and conditions will be part of your Appointment Letter.
We look forward to your joining duly with us on **07-May-2021 (Friday)** at our Trichy Office. Your reporting time will be **10.00 AM** (IST).

Please note that this offer will automatically stand withdrawn if you fail to report on or before **12-May-2021 (Wednesday)** or if you fail to provide the documents mentioned below.

When you are reporting, you are advised to bring all originals along with one photocopy of the following documents for verification.

1. School leaving certificate for proof of date of birth.
2. Degree certificates / course completion certificates.
3. Address proof (AADHAAR is mandatory).
4. Relieving order/Experience certificate
5. 6 Color photos
6. Pan Card

In the event of your not joining duty as contemplated as above said, the Company will not be in a position to appoint anyone else for the post. So the post will be lying vacant. The Company will be put to loss and the said loss will be recovered from you on the said condition you are being appointed.

Best wishes,

For Vagus Technologies Pvt. Ltd.,
Human Resources Department

Please acknowledge this email as your acceptance with Vagus Technologies Pvt. Ltd. as "Trainee - Software Developer"

5.2.1. Average percentage of placement of outgoing students during the last five years

VAGUS

Offer Date 06-May-2021

Mr. JEESHAN AHAMED
S/o Shagul Hameed
No 4, Ganapathypuram,
Bhima Nagar
Tiruchirappalli-620001
Tamil Nadu,India

Dear Jeeshan Ahamed,

Further to the interview we had with you, we take the pleasure of extending an offer to you in our Company as "**Trainee - Software Developer**" with a CTC of **Rs. 1,26,000/-per annum (Rupees One Lakh Twenty Six Thousand only)**. Based on your performance you will be subjected to an appraisal on a yearly basis.

All other terms and conditions will be part of your Appointment Letter.
We look forward to your joining duly with us on **07-May-2021 (Friday)** at our Trichy Office. Your reporting time will be **10.00 AM** (IST).

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2. Degree certificates / course completion certificates.
3. Address proof (AADHAAR is mandatory).
4. Relieving order/Experience certificate
5. 6 Color photos
6. Pan Card

In the event of your not joining duty as contemplated as above said, the Company will not be in a position to appoint anyone else for the post. So the post will be lying vacant. The Company will be put to loss and the said loss will be recovered from you on the said condition you are being appointed.

Best wishes,

For Vagus Technologies Pvt. Ltd.,
Human Resources Department

Please acknowledge this email as your acceptance with Vagus Technologies Pvt. Ltd. as "Trainee - Software Developer"

5.2.1. Average percentage of placement of outgoing students during the last five years

VAGUS

Offer Date 06-May-2021

Mr. VIJAY
S/o Chelladuari
No 5/78, Pillayar Kovil Street,
Keelamurukkur, Vengur
Tiruchirappalli-620013
Tamil Nadu,India

Dear Vijay,

Further to the interview we had with you, we take the pleasure of extending an offer to you in our Company as "**Trainee - Software Developer**" with a CTC of **Rs. 1,26,000/-per annum (Rupees One Lakh Twenty Six Thousand only)**. Based on your performance you will be subjected to an appraisal on a yearly basis.

All other terms and conditions will be part of your Appointment Letter.
We look forward to your joining duly with us on **07-May-2021 (Friday)** at our Trichy Office. Your reporting time will be **10.00 AM** (IST).

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3. Address proof (AADHAAR is mandatory).
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6. Pan Card

In the event of your not joining duty as contemplated as above said, the Company will not be in a position to appoint anyone else for the post. So the post will be lying vacant. The Company will be put to loss and the said loss will be recovered from you on the said condition you are being appointed.

Best wishes,

For Vagus Technologies Pvt. Ltd.,
Human Resources Department

Please acknowledge this email as your acceptance with Vagus Technologies Pvt. Ltd. as "Trainee - Software Developer"

5.2.1. Average percentage of placement of outgoing students during the last five years

VAGUS

Offer Date 06-May-2021

Mr. ARA TABASUM
S/o Mansoor Ali,
17 A/1 2nd Indhira Gandhi Street,
Subramaniyapuram,
Tiruchirappalli-620020,
Tamil Nadu,India

Dear Ara Tabasum,

Further to the interview we had with you, we take the pleasure of extending an offer to you in our Company as "**Trainee - Software Developer**" with a CTC of **Rs. 1,26,000/-per annum (Rupees One Lakh Twenty Six Thousand only)**. Based on your performance you will be subjected to an appraisal on a yearly basis.

All other terms and conditions will be part of your Appointment Letter.
We look forward to your joining duly with us on **07-May-2021 (Friday)** at our Trichy Office. Your reporting time will be **10.00 AM** (IST).

Please note that this offer will automatically stand withdrawn if you fail to report on or before **12-May-2021 (Wednesday)** or if you fail to provide the documents mentioned below.

When you are reporting, you are advised to bring all originals along with one photocopy of the following documents for verification.

1. School leaving certificate for proof of date of birth.
2. Degree certificates / course completion certificates.
3. Address proof (AADHAAR is mandatory).
4. Relieving order/Experience certificate
5. 6 Color photos
6. Pan Card

In the event of your not joining duty as contemplated as above said, the Company will not be in a position to appoint anyone else for the post. So the post will be lying vacant. The Company will be put to loss and the said loss will be recovered from you on the said condition you are being appointed.

Best wishes,

For Vagus Technologies Pvt. Ltd.,
Human Resources Department

Please acknowledge this email as your acceptance with Vagus Technologies Pvt. Ltd. as "Trainee - Software Developer"

5.2.1. Average percentage of placement of outgoing students during the last five years

April 30th, 2021

Banu priya
D/o Ramasamy
No 8/16 Ganapathy,
Iyer Lane North,
Andar Street,
Trichy-620002

Dear Banu priya,

Further to the interview we had with you, we take the pleasure of extending an offer to you in our Company as **"Business Development Trainee"** with a **CTC of Rs. 10,500/per month (Rupees Ten Thousand Five Hundred only).** Based on your performance you will be subjected to have a hike on fourth month and an appraisal on a yearly basis.

All other terms and conditions will be part of your Appointment Letter.

We look forward to your joining duly with us on **April 21st, 2021 (Wednesday)** at our Trichy Office.
Your reporting time will be **05:30 PM (IST).**

Please note that this offer will automatically stand withdrawn if you fail to report on or before **April 24th, 2021 (Friday)** or if you fail to provide the documents mentioned below.

When you are reporting, you are advised to bring all originals along with one photocopy of the following documents for verification.

1. School leaving certificate for proof of date of birth.
2. Degree certificates / course completion certificates.
3. Address proof.
4. Relieving order/Experience certificate
5. 2 Color photos
6. Pan Card

In the event of your not joining duty as contemplated as above said, the Company will not be in a position to appoint anyone else for the post. So the post will be lying vacant. The Company will be put to loss and the said loss will be recovered from you on the said condition you are being appointed.

Best wishes,

Accepted by

Banu priya

For Anbakam Metals Pvt. Ltd..,

5.2.1. Average percentage of placement of outgoing students during the last five years

GSTIN : 33ABZPL8476H2ZT

VAISHALE PRAWN HATCHERY

THE SMART FARMER'S CHOICE



Mobile: 9444023799
9751882468
E-mail: vaishaleaqua@yahoo.com

106, ECR, Perunthuravu Village,
Seekanankuppam Post, Cheyyur Taluk,
Chengalpet Dist-603 305. Tamil Nadu.

Date : 06.01.2022

SERVICE CERTIFICATE

This is to certify that **Mr. R. GNANASEKAR** M. Sc., is working as HATCHERY TECHNICIAN in our Prawn Hatchery since August, 2021. His total emoluments are Rs. 12,000/pm with free food and accommodation. His services are exemplary and we appreciate his work.

for VAISHALE PRAWN HATCHERY

6/1/22

MANAGER

5.2.1. Average percentage of placement of outgoing students during the last five years

GSTIN : 33ABZPL8476H2ZT

VAISHALE PRAWN HATCHERY
THE SMART FARMER'S CHOICE

Mobile: 9444023799
9751882468
E-mail: vaishaleaqua@yahoo.com

106, ECR, Perunthuravu Village,
Seekanankuppam Post, Cheyyur Taluk,
Chengalpet Dist-603 305. Tamil Nadu.

Date : 06.01.2022

SERVICE CERTIFICATE

This is to certify that **Mr. S. SUDHAKAR** M. Sc., is working as HATCHERY TECHNICIAN in our Prawn Hatchery since August, 2021. His total emoluments are Rs.12,000/pm with free food and accommodation. His services are exemplary and we appreciate his work.

for VAISHALE PRAWN HATCHERY

6/1/22

MANAGER

5.2.1. Average percentage of placement of outgoing students during the last five years

GSTIN : 33ABZPL8476H2ZT

VAISHALE PRAWN HATCHERY
THE SMART FARMER'S CHOICE

Mobile: 9444023799
9751882468
E-mail: vaishaleaqua@yahoo.com

106, ECR, Perunthuravu Village,
Seekanankuppam Post, Cheyyur Taluk,
Chengalpet Dist-603 305. Tamil Nadu.

Date : 06.01.2022

SERVICE CERTIFICATE

This is to certify that **Mr. K. PACHAMUTHU** M.Sc., is working as HATCHERY TECHNICIAN in our Prawn Hatchery since August, 2021. His total emoluments are Rs. 12,000/pm with free food and accommodation. His services are exemplary and we appreciate his work.

for VAISHALE PRAWN HATCHERY
6/1/22
MANAGER

5.2.1. Average percentage of placement of outgoing students during the last five years

VARDHMAN YARNS AND THREADS LIMITED
(UNIT-III)
Plot No. E-13 & H-10, E-14 & H-9, SIPCOT Industrial Growth Centre,
P.V. Palayam (P.O.) Perundurai, Distt - Erode (Tamilnadu) INDIA
Regd. Office : Chandigarh Road, Ludhiana-141 010 (Pb.) INDIA
Phone : 04294-234237,234257, E-mail: sureshp@vardhman.com
E-mail : customercare@vardhmanthreads.in, Website : www.vardhmanthreads.com
PAN No. : AACCV2554K CIN : U17230PB2005PLC027936 GSTIN : 33AACCV2554K1ZA

Innovate, Create, Deliver

ORDER OF APPOINTMENT

DATE : 18.10.2021

Miss.GOMATHI C,
D/O Chinnappa,
Vellaikalpatti , Ilupur,
Poyyamani, Thengaithinnipatti,
Pudukottai - 621316.

Dear Sir/ Madam,

With reference to your application for a suitable post in our organization and subsequent interview with us on 08.10.2021. The Management is pleased to appoint you as Asst.Officer (O1) in P&IR Department of our Unit-III Perundurai at CTC of Rs.2.50 Lacs / Annum on the Following terms & conditions:-

A. PAY & PERKS
You shall be entitled to the following:-

1. Basic Salary Rs.10500/- (Rupees Ten Thousand Five Hundred Only) per month.
2. House Rent Allowance 35% on your Basic Salary per month.
3. Conveyance Allowance Rs.1600/- (Rupees One Thousand Six Hundred Only)
4. Special Allowance Rs.1200/- (Rupees One Thousand Two Hundred Only)
5. LTA, Medical Reimbursement (if not entitled to benefits under the ESI Scheme), PF, Bonus / Executive Bonus and Gratuity benefits as per statutory provisions, or Company's rules as amended from time to time, applicable to the employees of your category/level at the unit/office and place of your posting.

B. DUTIES & FUNCTIONS:

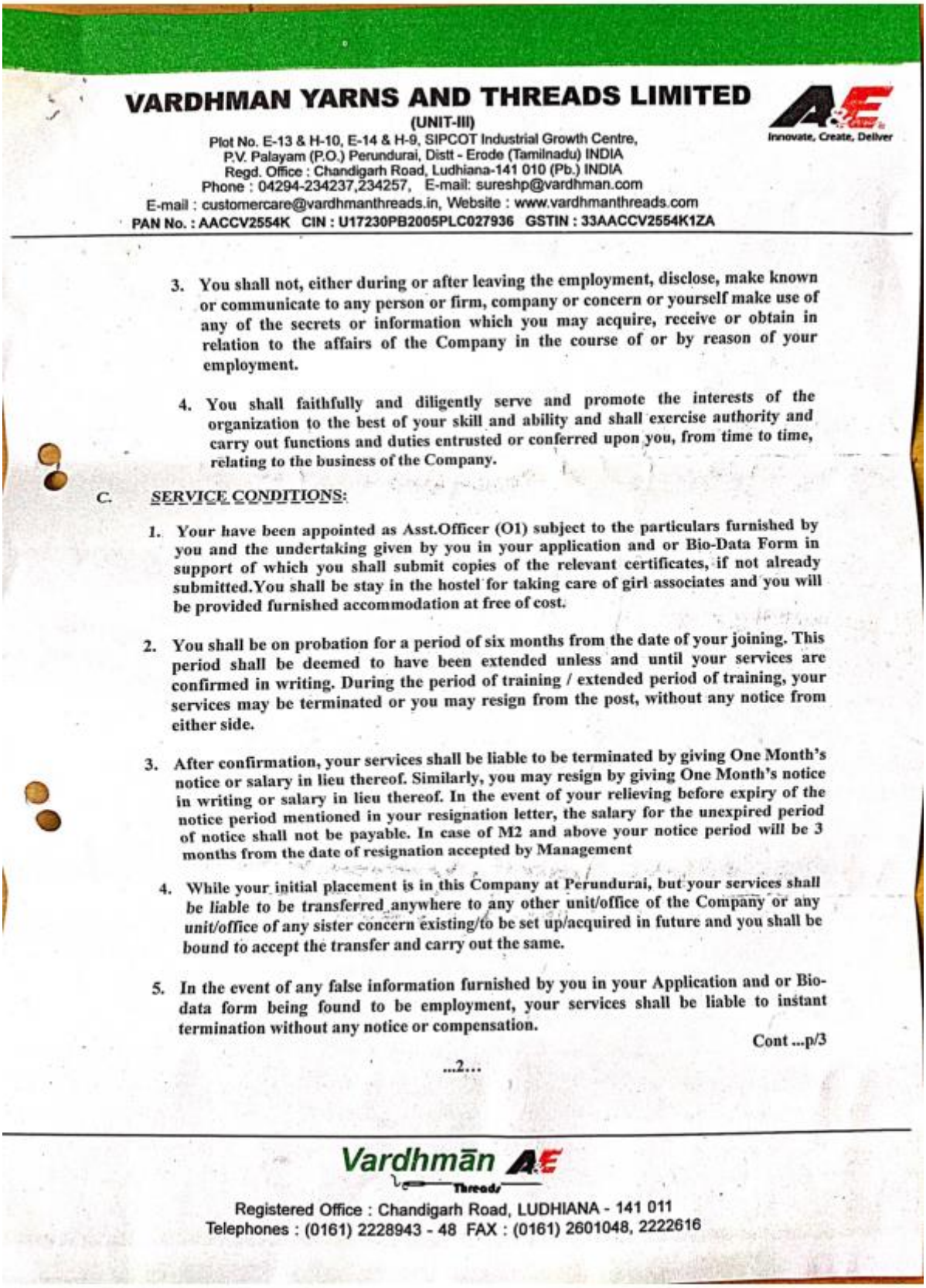
1. You shall devote your whole time to the work of the Company and shall not undertake any other direct or indirect vocation such as business, trade, consultancy or advisory work etc., honorary or remunerative.
2. You shall always safeguard the interests of the Company and in the event of anything prejudicial to the interests of the Company coming to your notice; you shall immediately bring the same to the knowledge of your superiors.

Cont .. P/2

...1...

Vardhmān Threads
Registered Office : Chandigarh Road, LUDHIANA - 141 011
Telephones : (0161) 2228943 - 48 FAX : (0161) 2601048, 2222616

5.2.1. Average percentage of placement of outgoing students during the last five years



VARDHMAN YARNS AND THREADS LIMITED
(UNIT-III)
Plot No. E-13 & H-10, E-14 & H-9, SIPCOT Industrial Growth Centre,
P.V. Palayam (P.O.) Perundurai, Distt - Erode (Tamilnadu) INDIA
Regd. Office : Chandigarh Road, Ludhiana-141 010 (Pb.) INDIA
Phone : 04294-234237,234257, E-mail: sureshp@vardhman.com
E-mail : customercare@vardhmanthreads.in, Website : www.vardhmanthreads.com
PAN No. : AACCV2554K CIN : U17230PB2005PLC027936 GSTIN : 33AACCV2554K1ZA

Innovate, Create, Deliver

3. You shall not, either during or after leaving the employment, disclose, make known or communicate to any person or firm, company or concern or yourself make use of any of the secrets or information which you may acquire, receive or obtain in relation to the affairs of the Company in the course of or by reason of your employment.

4. You shall faithfully and diligently serve and promote the interests of the organization to the best of your skill and ability and shall exercise authority and carry out functions and duties entrusted or conferred upon you, from time to time, relating to the business of the Company.

C. SERVICE CONDITIONS:

1. Your have been appointed as Asst.Officer (O1) subject to the particulars furnished by you and the undertaking given by you in your application and or Bio-Data Form in support of which you shall submit copies of the relevant certificates, if not already submitted.You shall be stay in the hostel for taking care of girl associates and you will be provided furnished accommodation at free of cost.

2. You shall be on probation for a period of six months from the date of your joining. This period shall be deemed to have been extended unless and until your services are confirmed in writing. During the period of training / extended period of training, your services may be terminated or you may resign from the post, without any notice from either side.

3. After confirmation, your services shall be liable to be terminated by giving One Month's notice or salary in lieu thereof. Similarly, you may resign by giving One Month's notice in writing or salary in lieu thereof. In the event of your relieving before expiry of the notice period mentioned in your resignation letter, the salary for the unexpired period of notice shall not be payable. In case of M2 and above your notice period will be 3 months from the date of resignation accepted by Management

4. While your initial placement is in this Company at Perundurai, but your services shall be liable to be transferred anywhere to any other unit/office of the Company or any unit/office of any sister concern existing/to be set up/acquired in future and you shall be bound to accept the transfer and carry out the same.

5. In the event of any false information furnished by you in your Application and or Bio-data form being found to be employment, your services shall be liable to instant termination without any notice or compensation.

Cont ...p/3

...2...

Vardhmān Threads
Registered Office : Chandigarh Road, LUDHIANA - 141 011
Telephones : (0161) 2228943 - 48 FAX : (0161) 2601048, 2222616

5.2.1. Average percentage of placement of outgoing students during the last five years

VARDHMAN YARNS AND THREADS LIMITED
(UNIT-III)
Plot No. E-13 & H-10, E-14 & H-9, SIPCOT Industrial Growth Centre,
P.V. Palayam (P.O.) Perundurai, Distt - Erode (Tamilnadu) INDIA
Regd. Office : Chandigarh Road, Ludhiana-141 010 (Pb.) INDIA
Phone : 04294-234237,234257, E-mail: sureshp@vardhman.com
E-mail : customercare@vardhmanthreads.in, Website : www.vardhmanthreads.com
PAN No. : AACCV2554K CIN : U17230PB2005PLC027936 GSTIN : 33AACCV2554K1ZA
Innovate, Create, Deliver

6. You shall be governed by the rules and regulations of the Company applicable or framed and amended from time to time and instructions issued by your superiors. You shall not commit any act subversive of discipline or against the policy or interests of the organization for which you shall be liable to disciplinary action.

7. You shall be retired from service on attaining the superannuation age of 58 years or earlier for physical or mental disability, infirmity or for continued ill health, as adjudged by a Medical Practioner nominated by the Company, whose decision shall be final.

8. In case you are not available or if any acceptance is refused by you of any communication or notice required to be given to you under any law, rules or regulations or conditions of service, the same shall be deemed to have been sufficiently given, if it is displayed on the Notice Board or is sent to you Under Postal Certificate at the address given by you or available in the records of the Company.

9. In the event of your remaining absent from duty for a period of 10 consecutive days, without obtaining sanction of leave or overstaying beyond the period of leave originally sanctioned or subsequently extended. You shall be deemed to have resigned from the services of the Company without notice and in that event, as and when you approach, your dues shall be settled after deducting the Notice Pay.

Please sign and return the duplicate copy of this letter as token of your acceptance of the terms & conditions of your appointment. This letter comes into effect from the date of your joining.

Yours faithfully,
For VARDHMAN YARNS & THREADS LTD.,

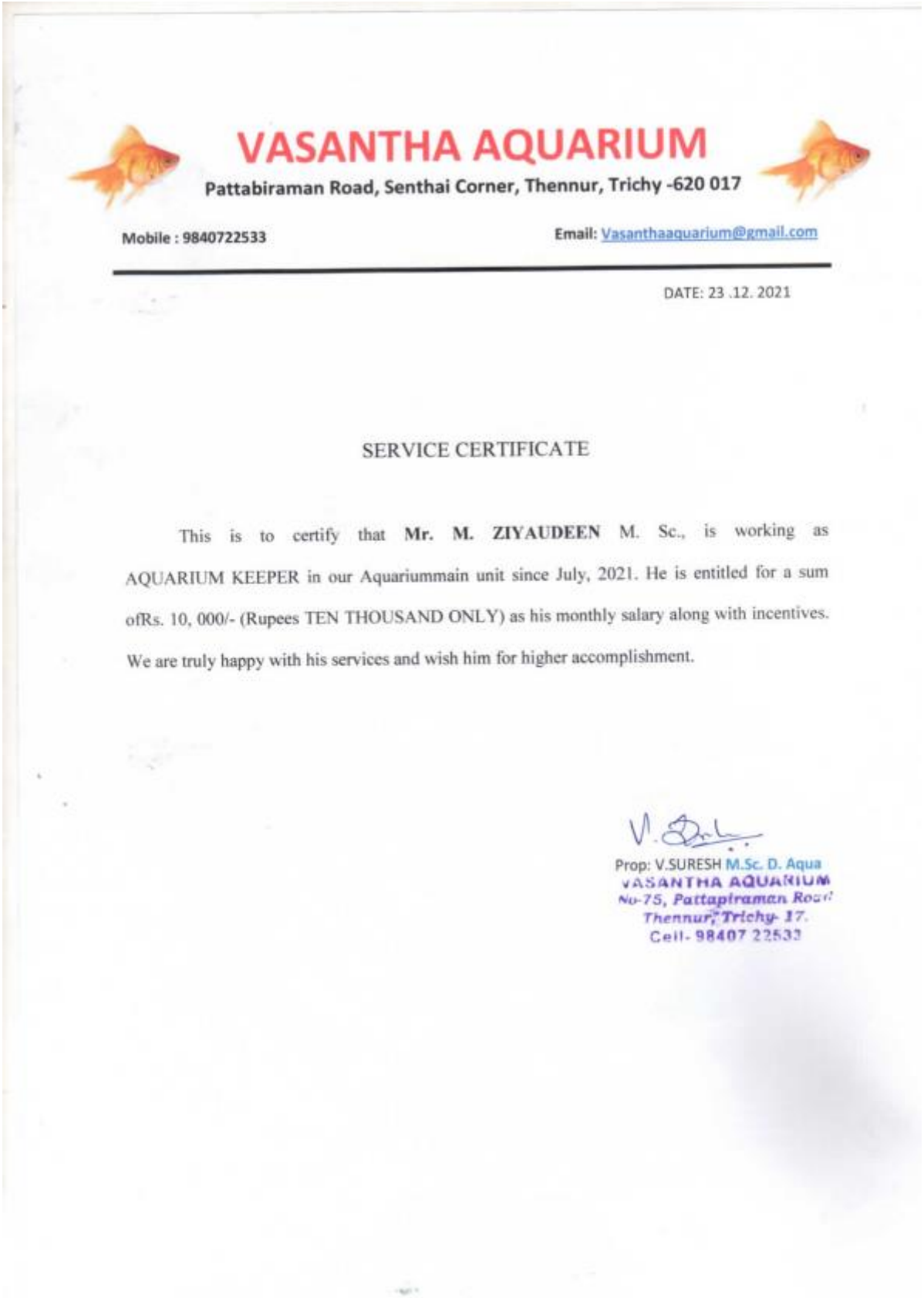
SURESH.P
VICE PRESIDENT

TERMS ACCEPTED

SIGNATURE _____

DATE 18-10-2021

5.2.1. Average percentage of placement of outgoing students during the last five years



VASANTHA AQUARIUM

Pattabiraman Road, Senthai Corner, Thennur, Trichy -620 017

Mobile : 9840722533

Email: Vasanthaaquarium@gmail.com

DATE: 23 .12. 2021

SERVICE CERTIFICATE

This is to certify that **Mr. M. ZIYAUDEEN** M. Sc., is working as AQUARIUM KEEPER in our Aquariummain unit since July, 2021. He is entitled for a sum ofRs. 10, 000/- (Rupees TEN THOUSAND ONLY) as his monthly salary along with incentives. We are truly happy with his services and wish him for higher accomplishment.

Prop: V.SURESH M.Sc. D. Aqua
VASANTHA AQUARIUM
No-75, Pattapiraman Road
Thennur, Trichy-17.
Cell- 98407 22533

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

HR Ref No: VDARTOL21199

May 22, 2021

Dear Shaikh Haidhar,

Welcome to VDart Group!

Thank you for exploring career opportunities with VDart Group. You have successfully completed our initial selection process and we are pleased to offer you a position of **"Associate -Global Finance"** with VDart Group, on the following terms and conditions

You will draw a CTC of **1,41,169 (One Lakh Forty One Thousand One Hundred And Sixty Nine Rupees Only)** per annum excluding statutory deductions

- You will be entitled to Leave, Gratuity, Medical Insurance etc. in accordance with the Law / Company Policy from time to time
- Your initial place of posting will be at **VDart Technologies Private Limited, No.40, IV cross, Raja Colony, Collector's Office Road, Tiruchirappalli - 620001** and your actual place of posting will be communicated to you later and you will report for duty on **May 24, 2021**
- This letter of offer is subject to completing other joining formalities as specified and also successful completion of BGV. Incase if there are any discrepancies then the offer will be void based on company policy. Upon completion of above said a detailed appointment letter will be given within one week from your joining.
- **Annexure 1** will cover the Compensation break-up and mandatory documents required for joining
- **You are required to submit your PAN / Aadhar number to HR on your joining**

We look forward to you joining with our team. We are sure that you will have a long, rewarding and fulfilling career with our company.

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

Thanking you,

Yours faithfully,

R. Mohan

MohanaSundaram
Assistant General Manager - HR

40, RAJA COLONY, 4th CROSS COLLECTOR'S OFFICE ROAD, TRICHY – 620001, PH – 0431 4241441

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

Annexure 1

Please find below the detailed monthly compensation break up, excluding taxation

Salary Components	Monthly	Annual
Basic	7143	
HRA	2857	
Total Gross Salary (A)	**10000**	**120000**
EPF	857	
ESIC	325	
Gratuity	344	
Part - (B)	**1526**	**18312**
Monthly CTC (A+B)	**11526**	
Leave Encashment **(C)**		**2857**
Annual CTC (A+B+C)		**141169**

* PT will be deducted once in six months

* Deductions may vary subject to change in statutory rules

List of Mandatory documents to be submitted at the time of joining:

1. Relieving letter/ Service certificate from your previous employers (If previously employed)
2. UAN / ESIC Number (if previously employed)
3. Copy of last 3 months pay slip & form 16 or tax report (if previously employed)
4. Copies of educational certificates (10^{th}/12^{th}/Final Graduation Certificate or Diploma Certificate/Final PG certificate if applicable)
5. 4 copies of recent passport size photographs (2 with white background & 2 with blue background)
6. ID Proof copy, self-attested – (Aadhar / PAN Card / Passport /Driving License / Voter's ID)
7. Address Proof Copy, self-attested (Aadhar / Passport /Driving License / Voter's ID)

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

HR Ref No. VDTO01021802

Offer Letter

22 May 2021

Dear Aishwarya,

Congratulations! Greetings from the VDart Group. Further to your application for employment with us, and the subsequent hiring process, we have selected you for our Training program.

The location of your initial reporting for training will be at Remote. Your training commences on **24-May-2021,** and you would be reporting to Thomas, HR SPOC.

You would undergo **Induction Training Program,** for which you are **not eligible for any Stipend / Remuneration. On Successful Completion** of Training you will be hired as a **Trainee Recruiter** on rolls of VDart Group and your **Annual CTC** will be **Rs 1,34,385/- per annum, (One Lakh Thirty-Four Thousand Three Hundred and Eighty-Five Only).**

On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training and the contractual obligation to be with VDart Group.

This is the **Initial / Provisional Trainee letter** and the **Formal Offer / Appointment Orde**r with terms of your employment will be handed over to you on your joining.

We congratulate you and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

Please sign the duplicate copy of the letter as a token of your acceptance and return it to us for office records.

Yours Sincerely,

R. Mohan

Mohana Sundaram
Assistant General Manager - HR

40, RAJA COLONY, 4th CROSS COLLECTOR'S OFFICE ROAD, TRICHY – 620001, PH – 0431 4241441

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

HR Ref No. VGCO2021092

Campus Trainee Offer Letter

31 May 2021

Dear Asmathnisha K,

Congratulations! Greetings from the VDart Group. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

The location of your initial reporting for training will be at Remote for now. Your training commences on **June 2021**, and you would be reporting to the Training Manager Ibrahim.

You would undergo **4 weeks of Training in Day Shift and 2 weeks of Budding in US shift,** during training period you are **not eligible for any Stipend / Remuneration. On Successful Completion** of Training, you will be hired as a **Trainee Recruiter** on rolls of VDart Group and your **Annual CTC** will be **Rs 1,34,385/- per annum, (One Lakh Thirty-Four Thousand Three Hundred and Eighty-Five Only).**

*** Training period may extend time to time considering the current pandemic situation.**

On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training, and the contractual obligation to be with VDart Group.

This is the **Provisional Trainee Offer letter** and the **Formal Offer / Appointment Order** with terms of your employment will be sent to you on your joining date.

We congratulate you and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

Please sign the duplicate copy of the letter as a token of your acceptance and return it to us for office records.

Yours Sincerely,

R. Mohan

Mohana Sundaram
Assistant General Manager - HR

40, RAJA COLONY, 4TH CROSS COLLECTOR'S OFFICE ROAD, TRICHY – 620001, PH – 0431 4241441

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

HR Ref No. VGCO2021094

Campus Trainee Offer Letter

31 May 2021

Dear Barakath Sultana S,

Congratulations! Greetings from the VDart Group. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

The location of your initial reporting for training will be at Remote for now. Your training commences on **June 2021**, and you would be reporting to the Training Manager Ibrahim.

You would undergo **4 weeks of Training in Day Shift and 2 weeks of Budding in US shift,** during training period you are **not eligible for any Stipend / Remuneration. On Successful Completion** of Training, you will be hired as a **Trainee Recruiter** on rolls of VDart Group and your **Annual CTC** will be **Rs 1,34,385/- per annum, (One Lakh Thirty-Four Thousand Three Hundred and Eighty-Five Only).**

*** Training period may extend time to time considering the current pandemic situation.**

On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training, and the contractual obligation to be with VDart Group.

This is the **Provisional Trainee Offer letter** and the **Formal Offer / Appointment Order** with terms of your employment will be sent to you on your joining date.

We congratulate you and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

Please sign the duplicate copy of the letter as a token of your acceptance and return it to us for office records.

Yours Sincerely,

R. Mohan

Mohana Sundaram
Assistant General Manager - HR

40, RAJA COLONY, 4th CROSS COLLECTOR'S OFFICE ROAD, TRICHY – 620001, PH – 0431 4241441

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

HR Ref No. VGCO2021102

Campus Trainee Offer Letter

31 May 2021

Dear Ibrahim Khan B,

Congratulations! Greetings from the VDart Group. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

The location of your initial reporting for training will be at Remote for now. Your training commences on **June 2021**, and you would be reporting to the Training Manager Ibrahim.

You would undergo **4 weeks of Training in Day Shift and 2 weeks of Budding in US shift,** during training period you are **not eligible for any Stipend / Remuneration. On Successful Completion** of Training, you will be hired as a **Trainee Recruiter** on rolls of VDart Group and your **Annual CTC** will be **Rs 1,34,385/- per annum, (One Lakh Thirty-Four Thousand Three Hundred and Eighty-Five Only).**

*** Training period may extend time to time considering the current pandemic situation.**

On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training, and the contractual obligation to be with VDart Group.

This is the **Provisional Trainee Offer letter** and the **Formal Offer / Appointment Order** with terms of your employment will be sent to you on your joining date.

We congratulate you and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

Please sign the duplicate copy of the letter as a token of your acceptance and return it to us for office records.

Yours Sincerely,

R. Mohana

Mohana Sundaram
Assistant General Manager - HR

40, RAJA COLONY, 4th CROSS COLLECTOR'S OFFICE ROAD, TRICHY – 620001, PH – 0431 4241441

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

HR Ref No. VGCO2021096

Campus Trainee Offer Letter

31 May 2021

Dear Juwairiya Nisma,

Congratulations! Greetings from the VDart Group. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

The location of your initial reporting for training will be at Remote for now. Your training commences on **June 2021**, and you would be reporting to the Training Manager Ibrahim.

You would undergo **4 weeks of Training in Day Shift and 2 weeks of Budding in US shift,** during training period you are **not eligible for any Stipend / Remuneration. On Successful Completion** of Training, you will be hired as a **Trainee Recruiter** on rolls of VDart Group and your **Annual CTC** will be **Rs 1,34,385/- per annum, (One Lakh Thirty-Four Thousand Three Hundred and Eighty-Five Only).**

*** Training period may extend time to time considering the current pandemic situation.**

On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training, and the contractual obligation to be with VDart Group.

This is the **Provisional Trainee Offer letter** and the **Formal Offer / Appointment Order** with terms of your employment will be sent to you on your joining date.

We congratulate you and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

Please sign the duplicate copy of the letter as a token of your acceptance and return it to us for office records.

Yours Sincerely,

R. Mohan

Mohana Sundaram
Assistant General Manager - HR

40, RAJA COLONY, 4th CROSS COLLECTOR'S OFFICE ROAD, TRICHY – 620001, PH – 0431 4241441

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

HR Ref No. VGCO2021104

Campus Trainee Offer Letter

31 May 2021

Dear Mohamed Irfan Ali M

Congratulations! Greetings from the VDart Group. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

The location of your initial reporting for training will be at Remote for now. Your training commences on **June 2021**, and you would be reporting to the Training Manager Ibrahim.

You would undergo **4 weeks of Training in Day Shift and 2 weeks of Budding in US shift,** during training period you are **not eligible for any Stipend / Remuneration. On Successful Completion** of Training, you will be hired as a **Trainee Recruiter** on rolls of VDart Group and your **Annual CTC** will be **Rs 1,34,385/- per annum, (One Lakh Thirty-Four Thousand Three Hundred and Eighty-Five Only).**

*** Training period may extend time to time considering the current pandemic situation.**

On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training, and the contractual obligation to be with VDart Group.

This is the **Provisional Trainee Offer letter** and the **Formal Offer / Appointment Order** with terms of your employment will be sent to you on your joining date.

We congratulate you and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

Please sign the duplicate copy of the letter as a token of your acceptance and return it to us for office records.

Yours Sincerely,

R. Mohana

Mohana Sundaram
Assistant General Manager - HR

40, RAJA COLONY, 4th CROSS COLLECTOR'S OFFICE ROAD, TRICHY – 620001, PH – 0431 4241441

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

HR Ref No. VDTO01021830

Offer Letter

22-May-2021

Dear Sait Kamaldeen,

Congratulations! Greetings from the VDart Group. Further to your application for employment with us, and the subsequent hiring process, we have selected you for our Training program.

The location of your initial reporting for training will be at Remote. Your training commences on **24-May-2021,** and you would be reporting to Thomas, HR SPOC.

You would undergo **Induction Training Program,** for which you are **not eligible for any Stipend / Remuneration. On Successful Completion** of Training you will be hired as a **Trainee Recruiter** on rolls of VDart Group and your **Annual CTC** will be **Rs 1,34,385/- per annum, (One Lakh Thirty-Four Thousand Three Hundred and Eighty-Five Only).**

On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training and the contractual obligation to be with VDart Group.

This is the **Initial / Provisional Trainee letter** and the **Formal Offer / Appointment Orde**r with terms of your employment will be handed over to you on your joining.

We congratulate you and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

Please sign the duplicate copy of the letter as a token of your acceptance and return it to us for office records.

Yours Sincerely,

R. Mohan

Mohana Sundaram
Assistant General Manager - HR

40, RAJA COLONY, 4th CROSS COLLECTOR'S OFFICE ROAD, TRICHY – 620001, PH – 0431 4241441

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

HR Ref No. VGCO2021097

Campus Trainee Offer Letter

31 May 2021

Dear Sandhiya M,

Congratulations! Greetings from the VDart Group. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

The location of your initial reporting for training will be at Remote for now. Your training commences on **June 2021**, and you would be reporting to the Training Manager Ibrahim.

You would undergo **4 weeks of Training in Day Shift and 2 weeks of Budding in US shift,** during training period you are **not eligible for any Stipend / Remuneration. On Successful Completion** of Training, you will be hired as a **Trainee Recruiter** on rolls of VDart Group and your **Annual CTC** will be **Rs 1,34,385/- per annum, (One Lakh Thirty-Four Thousand Three Hundred and Eighty-Five Only).**

*** Training period may extend time to time considering the current pandemic situation.**

On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training, and the contractual obligation to be with VDart Group.

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Yours Sincerely,

R. Mohan

Mohana Sundaram
Assistant General Manager - HR

40, RAJA COLONY, 4th CROSS COLLECTOR'S OFFICE ROAD, TRICHY – 620001, PH – 0431 4241441

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

HR Ref No. VGCO2021107

Campus Trainee Offer Letter

31 May 2021

Dear Shyam Sundar R,

Congratulations! Greetings from the VDart Group. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

The location of your initial reporting for training will be at Remote for now. Your training commences on **June 2021**, and you would be reporting to the Training Manager Ibrahim.

You would undergo **4 weeks of Training in Day Shift and 2 weeks of Budding in US shift,** during training period you are **not eligible for any Stipend / Remuneration. On Successful Completion** of Training, you will be hired as a **Trainee Recruiter** on rolls of VDart Group and your **Annual CTC** will be **Rs 1,34,385/- per annum, (One Lakh Thirty-Four Thousand Three Hundred and Eighty-Five Only).**

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Yours Sincerely,

R. Mohan

Mohana Sundaram
Assistant General Manager - HR

40, RAJA COLONY, 4TH CROSS COLLECTOR'S OFFICE ROAD, TRICHY – 620001, PH – 0431 4241441

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

HR Ref No. VGCO2021101

Campus Trainee Offer Letter

31 May 2021

Dear Asik Ali M,

Congratulations! Greetings from the VDart Group. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

The location of your initial reporting for training will be at Remote for now. Your training commences on **June 2021**, and you would be reporting to the Training Manager Ibrahim.

You would undergo **4 weeks of Training in Day Shift and 2 weeks of Budding in US shift,** during training period you are **not eligible for any Stipend / Remuneration. On Successful Completion** of Training, you will be hired as a **Trainee Recruiter** on rolls of VDart Group and your **Annual CTC** will be **Rs 1,34,385/- per annum, (One Lakh Thirty-Four Thousand Three Hundred and Eighty-Five Only).**

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Please sign the duplicate copy of the letter as a token of your acceptance and return it to us for office records.

Yours Sincerely,

R. Mohana

Mohana Sundaram
Assistant General Manager - HR

40, RAJA COLONY, 4th CROSS COLLECTOR'S OFFICE ROAD, TRICHY – 620001, PH – 0431 4241441

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

HR Ref No. VGCO2021100

Campus Trainee Offer Letter

31 May 2021

Dear Adham Parveaz M,

Congratulations! Greetings from the VDart Group. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

The location of your initial reporting for training will be at Remote for now. Your training commences on **June 2021**, and you would be reporting to the Training Manager Ibrahim.

You would undergo **4 weeks of Training in Day Shift and 2 weeks of Budding in US shift,** during training period you are **not eligible for any Stipend / Remuneration. On Successful Completion** of Training, you will be hired as a **Trainee Recruiter** on rolls of VDart Group and your **Annual CTC** will be **Rs 1,34,385/- per annum, (One Lakh Thirty-Four Thousand Three Hundred and Eighty-Five Only).**

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Please sign the duplicate copy of the letter as a token of your acceptance and return it to us for office records.

Yours Sincerely,

R. Mohana

Mohana Sundaram
Assistant General Manager - HR

40, RAJA COLONY, 4th CROSS COLLECTOR'S OFFICE ROAD, TRICHY – 620001, PH – 0431 4241441

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

HR Ref No. VDTO01021803

Offer Letter

22-May-2021

Dear Akila,

Congratulations! Greetings from the VDart Group. Further to your application for employment with us, and the subsequent hiring process, we have selected you for our Training program.

The location of your initial reporting for training will be at Remote. Your training commences on **24-May-2021,** and you would be reporting to Thomas, HR SPOC.

You would undergo **Induction Training Program,** for which you are **not eligible for any Stipend / Remuneration. On Successful Completion** of Training you will be hired as a **Trainee Recruiter** on rolls of VDart Group and your **Annual CTC** will be **Rs 1,34,385/- per annum, (One Lakh Thirty-Four Thousand Three Hundred and Eighty-Five Only).**

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This is the **Initial / Provisional Trainee letter** and the **Formal Offer / Appointment Order** with terms of your employment will be handed over to you on your joining.

We congratulate you and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

Please sign the duplicate copy of the letter as a token of your acceptance and return it to us for office records.

Yours Sincerely,

R. Mohan

Mohana Sundaram
Assistant General Manager - HR

40, RAJA COLONY, 4th CROSS COLLECTOR'S OFFICE ROAD, TRICHY – 620001, PH – 0431 4241441

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

HR Ref No. VGCO2021103

Campus Trainee Offer Letter

31 May 2021

Dear Jaymelvin J,

Congratulations! Greetings from the VDart Group. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

The location of your initial reporting for training will be at Remote for now. Your training commences on **June 2021**, and you would be reporting to the Training Manager Ibrahim.

You would undergo **4 weeks of Training in Day Shift and 2 weeks of Budding in US shift,** during training period you are **not eligible for any Stipend / Remuneration. On Successful Completion** of Training, you will be hired as a **Trainee Recruiter** on rolls of VDart Group and your **Annual CTC** will be **Rs 1,34,385/- per annum, (One Lakh Thirty-Four Thousand Three Hundred and Eighty-Five Only).**

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Yours Sincerely,

R. Mohana

Mohana Sundaram
Assistant General Manager - HR

40, RAJA COLONY, 4th CROSS COLLECTOR'S OFFICE ROAD, TRICHY – 620001, PH – 0431 4241441

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

HR Ref No. VGCO2021105

Campus Trainee Offer Letter

31 May 2021

Dear Mohamed Mubeen A,

Congratulations! Greetings from the VDart Group. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

The location of your initial reporting for training will be at Remote for now. Your training commences on **June 2021**, and you would be reporting to the Training Manager Ibrahim.

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Yours Sincerely,

R. Mohana

Mohana Sundaram
Assistant General Manager - HR

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5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

HR Ref No. VGCO2021106

Campus Trainee Offer Letter

31 May 2021

Dear Mohamed Nawaz S,

Congratulations! Greetings from the VDart Group. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

The location of your initial reporting for training will be at Remote for now. Your training commences on **June 2021**, and you would be reporting to the Training Manager Ibrahim.

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Yours Sincerely,

R. Mohana

Mohana Sundaram
Assistant General Manager - HR

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5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

HR Ref No. VGCO2021098

Campus Trainee Offer Letter

31 May 2021

Dear Shahin S,

Congratulations! Greetings from the VDart Group. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

The location of your initial reporting for training will be at Remote for now. Your training commences on **June 2021**, and you would be reporting to the Training Manager Ibrahim.

You would undergo **4 weeks of Training in Day Shift and 2 weeks of Budding in US shift,** during training period you are **not eligible for any Stipend / Remuneration. On Successful Completion** of Training, you will be hired as a **Trainee Recruiter** on rolls of VDart Group and your **Annual CTC** will be **Rs 1,34,385/- per annum, (One Lakh Thirty-Four Thousand Three Hundred and Eighty-Five Only).**

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Please sign the duplicate copy of the letter as a token of your acceptance and return it to us for office records.

Yours Sincerely,

R. Mohan

Mohana Sundaram
Assistant General Manager - HR

40, RAJA COLONY, 4TH CROSS COLLECTOR'S OFFICE ROAD, TRICHY – 620001, PH – 0431 4241441

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

HR Ref No. VGCO2021099

Campus Trainee Offer Letter

31 May 2021

Dear Swetha Jannet A,

Congratulations! Greetings from the VDart Group. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

The location of your initial reporting for training will be at Remote for now. Your training commences on **June 2021**, and you would be reporting to the Training Manager Ibrahim.

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Yours Sincerely,

R. Mohan

Mohana Sundaram
Assistant General Manager - HR

40, RAJA COLONY, 4th CROSS COLLECTOR'S OFFICE ROAD, TRICHY – 620001, PH – 0431 4241441

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

HR Ref No. VGCO2021108

Campus Trainee Offer Letter

31 May 2021

Dear Uma Shankar,

Congratulations! Greetings from the VDart Group. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

The location of your initial reporting for training will be at Remote for now. Your training commences on **June 2021**, and you would be reporting to the Training Manager Ibrahim.

You would undergo **4 weeks of Training in Day Shift and 2 weeks of Budding in US shift,** during training period you are **not eligible for any Stipend / Remuneration. On Successful Completion** of Training, you will be hired as a **Trainee Recruiter** on rolls of VDart Group and your **Annual CTC** will be **Rs 1,34,385/- per annum, (One Lakh Thirty-Four Thousand Three Hundred and Eighty-Five Only).**

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Yours Sincerely,

R. Mohan

Mohana Sundaram
Assistant General Manager - HR

40, RAJA COLONY, 4th CROSS COLLECTOR'S OFFICE ROAD, TRICHY – 620001, PH – 0431 4241441

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

HR Ref No. VDTO01021841

Offer Letter

22-May-2021

Dear Vaishnavi,

Congratulations! Greetings from the VDart Group. Further to your application for employment with us, and the subsequent hiring process, we have selected you for our Training program.

The location of your initial reporting for training will be at Remote. Your training commences on **24-May-2021,** and you would be reporting to Thomas, HR SPOC.

You would undergo **Induction Training Program,** for which you are **not eligible for any Stipend / Remuneration. On Successful Completion** of Training you will be hired as a **Trainee Recruiter** on rolls of VDart Group and your **Annual CTC** will be **Rs 1,34,385/- per annum, (One Lakh Thirty-Four Thousand Three Hundred and Eighty-Five Only).**

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Yours Sincerely,

R. Mohan

Mohana Sundaram
Assistant General Manager - HR

40, RAJA COLONY, 4th CROSS COLLECTOR'S OFFICE ROAD, TRICHY – 620001, PH – 0431 4241441

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

HR Ref No. VGCO2021093

Campus Trainee Offer Letter

31 May 2021

Dear Banupriya R,

Congratulations! Greetings from the VDart Group. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

The location of your initial reporting for training will be at Remote for now. Your training commences on **June 2021**, and you would be reporting to the Training Manager Ibrahim.

You would undergo **4 weeks of Training in Day Shift and 2 weeks of Budding in US shift,** during training period you are **not eligible for any Stipend / Remuneration. On Successful Completion** of Training, you will be hired as a **Trainee Recruiter** on rolls of VDart Group and your **Annual CTC** will be **Rs 1,34,385/- per annum, (One Lakh Thirty-Four Thousand Three Hundred and Eighty-Five Only).**

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Yours Sincerely,

R. Mohan

Mohana Sundaram
Assistant General Manager – HR

40, RAJA COLONY, 4th CROSS COLLECTOR'S OFFICE ROAD, TRICHY – 620001, PH – 0431 4241441

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart Digital

HR Ref No: VDGTOL21085

November 23, 2021

Dear Umar Mukkthar Nazeer Ahmed,

Welcome to VDart Group!

Thank you for exploring career opportunities with VDart Group. You have successfully completed our initial selection process and we are pleased to offer you a position of **Trainee Recruiter** with VDart Group, on the following terms and conditions

You will draw a CTC of **Rs 2,06,388- (Two Lakh Six Thousand Three Hundred and Eighty-Eight Rupees Only)** per annum excluding statutory deductions.

- You will be entitled to Leave, Gratuity, Medical Insurance etc. in accordance with the Law / Company Policy from time to time
- Your place of posting will be at any location where **VDart Digital Private Limited have their branch and** you will report for duty on **November 24, 2021.**
- This letter of offer is subject to completing other joining formalities as specified and also successful completion of BGV. Incase if there are any discrepancies then the offer will be void based on company policy. Upon completion of above said a detailed appointment letter will be given within one week from your joining.
- Notice Period 90 days
- **Annexure 1** will cover the Compensation break-up for the probation period and mandatory documents which are required for joining
- **You are required to submit your PAN / Aadhar number to HR on your joining**

We look forward to you joining with our team. We are sure that you will have a long, rewarding and fulfilling career with our company.

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

Thanking you,

Yours faithfully,

R. Mohana

Mohana Sundaram
Assistant General Manager - HR

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

HR Ref No. VGCO2021095

Campus Trainee Offer Letter

31 May 2021

Dear Farjana S,

Congratulations! Greetings from the VDart Group. Further to your application for employment with us, and the subsequent hiring process happened in your College Campus, we have selected you for our Training program.

The location of your initial reporting for training will be at Remote for now. Your training commences on **June 2021**, and you would be reporting to the Training Manager Ibrahim.

You would undergo **4 weeks of Training in Day Shift and 2 weeks of Budding in US shift,** during training period you are **not eligible for any Stipend / Remuneration. On Successful Completion** of Training, you will be hired as a **Trainee Recruiter** on rolls of VDart Group and your **Annual CTC** will be **Rs 1,34,385/- per annum, (One Lakh Thirty-Four Thousand Three Hundred and Eighty-Five Only).**

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We congratulate you and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

Please sign the duplicate copy of the letter as a token of your acceptance and return it to us for office records.

Yours Sincerely,

R. Mohan

Mohana Sundaram
Assistant General Manager - HR

40, RAJA COLONY, 4th CROSS COLLECTOR'S OFFICE ROAD, TRICHY – 620001, PH – 0431 4241441

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

HR Ref No: VDARTOL21201

May 22, 2021

Dear Mariyam Fathima,

Welcome to VDart Group!

Thank you for exploring career opportunities with VDart Group. You have successfully completed our initial selection process and we are pleased to offer you a position of **"Associate -Global Finance"** with VDart Group, on the following terms and conditions

You will draw a CTC of **1,55,671 (One Lakh Fifty Five Thousand Six Hundred And Seventy One Rupees Only)** per annum excluding statutory deductions

- You will be entitled to Leave, Gratuity, Medical Insurance etc. in accordance with the Law / Company Policy from time to time
- Your initial place of posting will be at **VDart Technologies Private Limited, No.40, IV cross, Raja Colony, Collector's Office Road, Tiruchirappalli - 620001** and your actual place of posting will be communicated to you later and you will report for duty on **May 24, 2021**
- This letter of offer is subject to completing other joining formalities as specified and also successful completion of BGV. Incase if there are any discrepancies then the offer will be void based on company policy. Upon completion of above said a detailed appointment letter will be given within one week from your joining.
- **Annexure 1** will cover the Compensation break-up and mandatory documents required for joining
- **You are required to submit your PAN / Aadhar number to HR on your joining**

We look forward to you joining with our team. We are sure that you will have a long, rewarding and fulfilling career with our company.

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

Thanking you,

Yours faithfully,

R. Mohan

MohanaSundaram
Assistant General Manager - HR

40, RAJA COLONY, 4th CROSS COLLECTOR'S OFFICE ROAD, TRICHY – 620001, PH – 0431 4241441

5.2.1. Average percentage of placement of outgoing students during the last five years

VDart

Annexure 1

Please find below the detailed monthly compensation break up, excluding taxation

Salary Components	Monthly	Annual
Basic	7877	
HRA	3151	
Total Gross Salary (A)	**11028**	**132336**
EPF	945	
ESIC	358	
Gratuity	379	
Part - (B)	**1682**	**20184**
Monthly CTC (A+B)	**12710**	
Leave Encashment **(C)**		**3151**
Annual CTC (A+B+C)		**155671**

* PT will be deducted once in six months

* Deductions may vary subject to change in statutory rules

List of Mandatory documents to be submitted at the time of joining:

1. Relieving letter/ Service certificate from your previous employers (If previously employed)
2. UAN / ESIC Number (if previously employed)
3. Copy of last 3 months pay slip & form 16 or tax report (if previously employed)
4. Copies of educational certificates (10^{th}/12^{th}/Final Graduation Certificate or Diploma Certificate/Final PG certificate if applicable)
5. 4 copies of recent passport size photographs (2 with white background & 2 with blue background)
6. ID Proof copy, self-attested – (Aadhar / PAN Card / Passport /Driving License / Voter's ID)
7. Address Proof Copy, self-attested (Aadhar / Passport /Driving License / Voter's ID)

5.2.1. Average percentage of placement of outgoing students during the last five years

VDS Aqua Minerva Products
S.F.No . 48/16, 19,21, Bhagavathi Amman Kovil Street, Devarayapuram Post,
Sendamangalam TK, Namakkal Dt- 637021.

STAR

Ph: 9444418243, 8248282804

Date: 15.11.2021

15th November 2021

S. Nazeer Ahamed
10/192, South Street, Mohamedpattinam, Viwsakudi(PO), Veppanthattai(TK)
Perambalur, 621 102

Dear S. Nazeer Ahamed
Appoinment as QC-MICROBIOLOGIST

We refer to your interview for the above position and are pleased to inform that we are offering you the position with our company effective from (15.11.2021) under the following terms and conditions:

01. **Salary**: Rs.11,500 (Eleven thousand five hundred only)

02. **Working hours**: Monday to Saturday working (Sunday off), lunch break (1.00 pm to 1.30 pm).

03. **Leave policy**: mention number of leaves granted per year, details of sick leave, earned leave etc.,

04. **Notice period clause**: if the employee desires to leave the company, he needs to serve the notice period as per stated by the present company in the appointment order.

Provider
V.Duraisamy

V. DURAISAMY
Proprietor

5.2.1. Average percentage of placement of outgoing students during the last five years

QUALIS™

QUALIS PORCELANATO

- 304,3rd Floor, Eden Ceramic City, 8-A National Highway, Opp. Honest Hotel, Lalpar, Morbi, Gujarat, India.
- **Mo:**8153021383 **Email:**Qualisporcelanato@gmail.com
  Web:www.Qualisporcelanato.com

Employment Offer Letter

5th April 2022

The Export Manager Mr.Parth Patel
Qualis Porcelanato
304, 3rd Floor, Eden Ceramic City,
At. Lalpar, Morbi, Gujarat - 363642 .

Dear Mr. Sheik Abdulla

Congratulations! We are pleased to confirm that you have been selected to work for **QUALIS PORCELANATO**. We are delighted to make you the following job offer.

The position we are offering you is that of Export Marketing & Arabic interpreter at a month salary of 60,000 INR with an annual cost to company 7,20,000 INR Inclusive of Accommodation & Transportation. This position **reports to export Manager Mr. Parth Patel.** Your working hours will be from 9am to 6pm, Monday to Saturday.

Benefits for the position include:
Benefit A (Casual Leave of 12 day per annum)
Benefit B (Foreign Business Tripping)

We would like you to start work on before 15th May 2022. Please report to **Mr.Kaushik Patel, for documentation and orientation.** If this date is not acceptable, please contact me immediately.

Please sign the enclosed copy of this letter and return it to me before 1st May 2022 to indicate your acceptance of this offer.

We are confident you will be able to make a significant contribution to the success of our QUALIS PORCELANATO and look forward to working with you.

Sincerely,

Mr.Parth Patel

Export Manager
QUALIS PORCELANATO

Qualis Porcelanato
Proprietor

5.2.1. Average percentage of placement of outgoing students during the last five years

VISIONARY RCM

16/Jun/2021

To
Ms. Preethi Manibharathi
40A N's Illam, Athi Street,
Pattukottai,Thanjavur,Tamilnadu,614601.

Dear Ms. Preethi Manibharathi,

Sub: Letter of Appointment

We are pleased to offer you an appointment in our organization on the following terms and conditions:

1 Your date of commencement of service is: **16/Jun/2021**

2 Employee ID, Designation : **VRCMCBE2998 , Jr Executive - Coding Services**

3 File No , Place of posting: **# 2972, Coimbatore**

4 You will be entitled to a **CTC of Rs.15001 (Rupees Rupees Fifteen Thousand and one Only)** per month till the confirmation, which would be subject to revision periodically on the basis of your performance. **Ref – Annexure A**

5 You will be on a probationary period for the first six months. Your confirmation is subject to your performance and behavior during probation.

6 You will be eligible to other benefits in accordance with the company's rules and statutory benefits, if any, applicable to you from time to time. You will also be entitled to leave, ESIC, PF and Gratuity and as per Act. The Company's decision shall be final and binding on you in all such matters.

7 Your next salary revision depends upon company's discretion. Company has all rights to provide or cancel annual appraisal based on your performance

8 Compulsory Employment Period: You will serve the Company for the number of years and months mentioned in your service agreement from the date of signing 'Service Agreement.' You can officially resign only post completion of your compulsory employment period

8.1 If you terminate your employment with Company before the Compulsory employment period, you agree to pay the Company the compensatory amount as mentioned in your service agreement or three months gross salary whichever is higher, in all circumstances the below notice period has to be executed –

Accepted By - Ms. Preethi Manibharathi

VISIONARY RCM

Annexure –A

Pay & Allowances Structure Summary

#	Pay & Allowance	Monthly CTC	Annual CTC
1	Basic Pay	7500	90000
2	House Rent Allowance	3750	45000
3	Special Allowance	1535	18420
4	Gross Pay (1+2+3)	12785	153420
5	Company's Contribution to PF	1175	14100
6	Company Contribution to ESIC @ 3.25%	416	4992
7	Annual Bonus @ one month's basic pay- Paid annually	625	7500
8	Insurance	0	0
9	Total Cost to Company (4+5+6+7+8)	15001	180012
	Approximate Statutory Deductions		
10	Employee's Contribution to PF **	1084	13008
11	Employee's Contribution to ESIC @ 0.75% **	96	1152
12	Professional Tax	209	2508
13	Income tax **	0	0
14	Approximate Take Home***	11396	136752

Note:

** Subject to vary based on earned pay
*** Approximate Take home value is subject to vary based on actual earnings of the month

With best wishes,

For Visionary RCM Infotech (India) Private Limited

Vimalkumar R
DGM - Human Resource

Accepted By - Ms. Preethi Manibharathi

5.2.1. Average percentage of placement of outgoing students during the last five years

APPOINTMENT LETTER

16 November, 2021

Dear **MUHAMATH THARIQ,**

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

1. Place of Employment and Timing:

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

2. Compensation and Benefits:

1. Compensation. As compensation for services to be rendered pursuant to this letter, the Company shall pay you an annual basic salary of **Rs140000**. Other allowances / reimbursements as due to you are detailed in Annexure I.
2. You will be provided with a Comprehensive Medical Insurance and will also be covered under the Group Personal Accident Insurance, while on Company business.
3. You will be provided with Retirement Benefits namely, Provident Fund and Gratuity, in accordance with the laws of the country, and/or, as per company policy.
4. Your compensation shall be reviewed on the basis of merit and will be at the sole discretion of the company.

3. Reimbursement of Expenses:

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

Signed by MUHAMATH THARIQ | muhamathsalman786@gmail.com | 16-11-2021 11:37:39 AM IST | 106.197.111.138

5.2.1. Average percentage of placement of outgoing students during the last five years

4. Leaves:

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

5. Term:

Employment period shall commence on **17 November, 2021** and you will be on probation for a period of six months from the date of your joining the company. During this time, your appointment is terminable by one month's notice by either party or one month's salary in lieu thereof:

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

6. Retirement:

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

Signed by MUHAMATH THARIQ | muhamathsalman786@gmail.com | 16-11-2021 11:37:39 AM IST | 106.197.111.138

5.2.1. Average percentage of placement of outgoing students during the last five years

7. Confidentiality:

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

Signed by MUHAMATH THARIQ | muhamathsalman786@gmail.com | 16-11-2021 11:37:39 AM IST | 106.197.111.138

5.2.1. Average percentage of placement of outgoing students during the last five years

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

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

Signed by MUHAMATH THARIQ | muhamathsalman786@gmail.com | 16-11-2021 11:37:39 AM IST | 106.197.111.138

5.2.1. Average percentage of placement of outgoing students during the last five years

8. NONCOMPETE

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

9. Whilst employed by the company, you:

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

Other Provisions

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

It is understood that your date of joining **Wipro Limited**, will not be later than **17 November, 2021** failing which this offer will automatically stand revoked without any further notice. Please sign and return the duplicate copy of this letter in token of your acceptance of the terms described in this letter.

Signed by MUHAMATH THARIQ | muhamathsalman786@gmail.com | 16-11-2021 11:37:39 AM IST | 106.197.111.138

5.2.1. Average percentage of placement of outgoing students during the last five years

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

Signed by MUHAMATH THARIQ | muhamathsalman786@gmail.com | 16-11-2021 11:37:39 AM IST | 106.197.111.138

5.2.1. Average percentage of placement of outgoing students during the last five years

Yours faithfully,
For Wipro Limited.



Sandesh Kumar
General Manager - Talent Acquisition

I accept the terms of this letter.

Signature: E-Signature Signature

Date: E-Signature Date

Name: MUHAMATH THARIQ

Signed by MUHAMATH THARIQ | muhamathsalman786@gmail.com | 16-11-2021 11:37:39 AM IST | 106.197.111.138

5.2.1. Average percentage of placement of outgoing students during the last five years

ANNEXURE I

Name	**MUHAMATH THARIQ**
Designation	**Associate**
Date Of Joining	**17 November, 2021**
Level	**AA**
Basic	**140000**
House Rent Allowance	**70000**
Bonus	**28000**
WBP	**83666**
PF	**21600**
Gratuity	**6734**
Target Cost To Company (per Annum)	**350000**

Signed by MUHAMATH THARIQ | muhamathsalman786@gmail.com | 16-11-2021 11:37:39 AM IST | 106.197.111.138

ANNEXURE II

CONFLICT OF INTEREST

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

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

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

Signed by MUHAMATH THARIQ | muhamathsalman786@gmail.com | 16-11-2021 11:37:39 AM IST | 106.197.111.138

5.2.1. Average percentage of placement of outgoing students during the last five years

ANNEXURE III
PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT 2000

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

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

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

Name: MUHAMATH THARIQ

Signature: E-Signature Signature

Signed by MUHAMATH THARIQ | muhamathsalman786@gmail.com | 16-11-2021 11:37:39 AM IST | 106.197.111.138

5.2.1. Average percentage of placement of outgoing students during the last five years

ANNEXURE IV

CONSENT FOR RANDOM OR REASONABLE SUSPICION DRUG TEST

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

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

In furtherance of the above stated:

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

Name: MUHAMATH THARIQ

Signature: E-Signature Signature

Place: IN-Bengaluru

Date: E-Signature Date

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

Signed by MUHAMATH THARIQ | muhamathsalman786@gmail.com | 16-11-2021 11:37:39 AM IST | 106.197.111.138

5.2.1. Average percentage of placement of outgoing students during the last five years

Consent Form- Acknowledgement

Please read through the consent letter and submit your acknowledgement.

As a content moderator, your work would involve understanding client specific policies and guidelines, accordingly making decisions. As part of your work, you may be required to view and work upon content which might be disturbing in nature. You are requested to provide your consent by filling the details below.

Letter of Consent

I Mr/Ms.**MUHAMATH THARIQ** S/o. _____ have been offered by Wipro to work in Content Moderation process. I have no objection in working/viewing content, which might be disturbing in nature and will not compromise in honoring my roles and responsibilities. I understand the criticality of my work and agree to abide by the organization's policies and procedures to ensure the work is completed without any compromise. In this context, I will also avail of the wellbeing services offered including the individual confidential coaching sessions, if required.

I hereby acknowledge that I have read, understood and agree to the terms of this letter of acknowledgement relating to confidentiality of work.

Signature of candidate: E-Signature Signature

Name : **MUHAMATH THARIQ**

Father/Spouse Name

Resume ID

Location:

Date : E-Signature Date

Signed by MUHAMATH THARIQ | muhamathsalman786@gmail.com | 16-11-2021 11:37:39 AM IST | 106.197.111.138

5.2.1. Average percentage of placement of outgoing students during the last five years

World Vision
INDIA

No. 16, VOC, Main
Road, Kodambakkam,
Chennai - 600 024.
Tel.: (91-44) 2480 7000
(91-44) 4228 7000
E-mail : india@wvi.org

30th June 2021

OFFER OF INTENT

Dear **Mr. Sheik Abdullah A.**

Based on the interview you had with us, we are pleased to offer you the position of **LTBI Coordinator** in "Joint Effort to End Tuberculosis (JEET) project" based in Tamil Nadu (Pudukkottai) with effect from **01st July 2021**, subject to the block party clearance and the documentation as per the compliance requirement.

Monthly consultancy fee: **Rs.20,700/-**(inclusive of taxes)

Please furnish copies of all the below mentioned documents (if not already submitted) on your date of joining failing which this offer will be null and void.

- 10th Mark Sheet
- 12th Mark Sheet
- Degree Certificate & Mark sheets
- PG Certificate & Mark sheets
- Experience Certificate
- Aadhar Card / Pan Card

The formal official letter of Agreement will be given to you later through your immediate supervisor.

Wishing you all the best,

Yours sincerely,

SUNIL V N RAJU

DIRECTOR – PEOPLE & CULTURE

5.2.1. Average percentage of placement of outgoing students during the last five years

July 15, 2021

Mohammed Poovil
Poovalappil ho vengara Poocholamadu
Malappuram Kerala
676304

Dear Mohammed,

Further to the recent meetings and discussions with us, we are pleased to offer you employment with XLHealth Corporation India Pvt. Ltd **("the Company")**, a UnitedHealth Group Company, in the position of **Clinical Admin Coordinator** at **salary grade 23.** Your work location shall be at Company's office located at site **Bangalore**. The terms and conditions of your employment are set out hereinafter:

EMPLOYMENT

We are pleased to extend this offer to you basis the selection process administered. Your effective date of joining shall be no later than **July 19, 2021**. Your employment with the Company shall be subject to the timely submission of the following listed mandatory documents for background verification purposes, to be submitted prior to or latest by your Start Date. Successful pre and/or post–employment background checks, accuracy of the testimonials and information provided by you and your being free from any contractual restrictions preventing you from accepting this offer or starting work with us on the above–mentioned date, are required for your employment with the Company:

(i) Highest Degree Certificate
(ii) PAN Card or Passport
(iii) Relieving Letter/Experience Letter from all the organizations worked in last 5 (five) years, except for the immediate last employer for which you will be granted 45 days from your start date

You, if so asked by the Company, shall disclose on your own behalf and, if married, on your spouse's behalf full details of any external directorships held and any personal business interests including partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company and your employment will be subject to acceptance by the Company of those external interests.

Please note that if during the pre or post–employment background checks, the background checking agency gives a negative report or in the event of unsatisfactory result of your pre or post–employment background checks, this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and, if you have already commenced employment with the Company, such employment shall automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to Company's rights and remedies against you.

PROBATION

You shall serve a minimum probation period of **3 months** from the date of your joining the Company ("Probation") following which you shall get confirmed into the Company by default unless you receive a letter for confirmation extension. The Company reserves the right to extend the probation period for an additional three (3) months in the event that your performance is not up to expectation.

Your performance shall be evaluated according to your efficiency, punctuality, conduct, maintenance of discipline and in accordance with the Company's regulations or policies existing now or in future. It shall be your responsibility to read, peruse and follow Company's regulations/policies, hardcopies which shall be made available to you upon request, but which otherwise are available on the Company's website.

During the period of Probation, either the Company or you may at any time terminate your employment without cause by giving in writing to the other party, 1 (one) month notice or in lieu thereof a sum equal to the amount or pro–rated amount of salary which would have accrued to you during the period or remaining period of notice. You shall not be entitled to any notice pay, if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

PLACE OF POSTING

5.2.1. Average percentage of placement of outgoing students during the last five years

Your initial place of posting shall be at the Company's office located at **Bangalore**. However, your services are transferable and you may be assigned/ transferred in India or outside India to serve the Company in any of its existing or future offices or any of its group companies or associates. It is a condition of your employment that you comply with any such requirements of the Company. The transfer arrangement shall not deem to constitute a change in your conditions of service.

Notwithstanding the above, you may however be required to work at any other place that the Company may deem fit and as may be required from time to time. You may also be seconded, deputed or transferred to any other person/company associated with the Company whether in India or abroad. In such a case your relocation expenses shall be borne by the Company and your reimbursement shall be as per the relocation policy of the Company.

Your place of work shall change in case of any relocation of the Company's offices, for which you shall be entitled to reimbursement in consonance with the relocation policy of the Company.

The Company operates on a 24X7 basis and is open for 365 days in a year.

PERFORMANCE OF DUTIES

You shall be assigned with all the duties and responsibilities of the **Clinical Admin Coordinator** and such other duties on behalf of the Company, as may be reasonably assigned from time to time by the Company's management.

COMPENSATION

As compensation for services to be rendered, you shall be paid an annual Fixed salary of **Rs.325,000.00, Rupees Three Lakhs Twenty Five Thousand Only.** Your cost to the Company (CTC) shall be **Rs.379,820.00, Rupees Three Lakhs Seventy Nine Thousand Eight Hundred Twenty Only** per annum. A detailed compensation structure is provided along with this letter of appointment.

The salary shall be payable on a monthly basis in arrears on or about the last working day of each calendar month, but in no case later than the 7th day of the succeeding calendar month. Please note that your salary details are highly confidential and should not be disclosed inside or outside the Company by you in any manner whatsoever and any failure on your part to adhere to this obligation shall be considered as serious breach of the terms of this letter of appointment.

REWARDING RESULTS PLAN

You shall be eligible to participate in the Rewarding Results Plan in accordance with the terms and conditions of the Company, as amended from time to time. In this Rewarding Results Plan, you may be eligible to earn an annual performance–based incentive in addition to your basic salary. Your initial annual target incentive is **10%** of the fixed salary. It is clarified that no payment under this plan is guaranteed, and is subject to attainment of corporate and business unit's financial performance thresholds as well as individual performance ratings attained for the year on the Company's discretion. Basis this, your annual incentive payout could range from **0%– 10%** of the fixed salary. Any annual or other bonus payments are discretionary, non–binding and revocable for future years. Kindly refer to the rewarding results plan policy for any information regarding eligibility, payouts or any other terms and conditions associated with this plan.

The payment of all compensation and bonus / incentive, if any, shall be made in accordance with the relevant policies of the Company in effect from time to time, including normal payroll practices, and shall be subject to income tax deductions at source, as applicable. All requirements under Indian tax laws, including tax compliance and filing of tax returns, assessment etc. of your personal income, shall be fulfilled by you.

By accepting this letter of appointment, you authorize the Company to deduct from your remuneration on termination of employment (including salary, salary in lieu of notice, sign on bonus, notice pay out etc.) all debts owed by you to the Company or any of its group companies/associates or any fine imposed by the Company as a discretionary penalty pursuant to the Company's disciplinary procedure.

TERMINATION OF EMPLOYMENT

During the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in

5.2.1. Average percentage of placement of outgoing students during the last five years

writing to the other party, 1 (one) month notice. Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

After completion of the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, 30 days notice. The Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

Your employment shall also be governed by the standard terms and conditions, which are annexed hereto as Appendix 3 and the same shall form an integral part of this letter of appointment.

Your employment is conditional upon your acceptance of the standard terms and conditions and the specific provisions contained in Appendix 3.

Kindly sign and return the duplicate copy of this letter of appointment along with the Appendixes, as a token of your acceptance of the terms and conditions set out herein. Also, please initial each page of this letter of appointment and the Appendixes.

Please note that by signing this letter of appointment, you have agreed to accept the employment with the Company on the terms and conditions set out herein. Upon your signature and return to us, this letter of appointment shall be treated as an employment agreement and the terms and conditions of this letter of appointment shall govern your employment with the Company.

This letter of appointment shall automatically stand revoked in the event you do not join the Company on or before the effective date mentioned in this letter of appointment.

It is a pleasure to welcome you as a part of **XLHealth Corporation India Pvt. Ltd.** We are confident that your employment with the Company shall prove mutually beneficial & rewarding, and we look forward to having you join us.

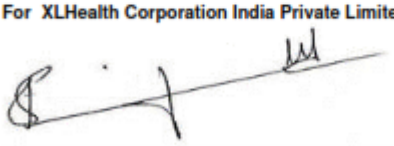
Congratulations and welcome to **XLHealth Corporation India Pvt. Ltd.** On your first day of employment, please report to our office located at **Bangalore** at 8.30 AM along with the documents as mentioned in the Appendix '2'. Should there be a change in your start date, it is mandatory that the same be communicated to us a week in advance.

Mohammed Poovil, we thank you for considering **XLHealth Corporation India Pvt. Ltd.** as your future employer! We have bold objectives:

- Improve the lives of others
- Change the landscape of health care forever
- Leave the world a better place than we found it

Joining us, shall put you amongst a team that is committed to excellence in everything we do. We are passionate, energetic and focused. You'll be sharing a culture of leadership and excitement as you begin to do **your life's best work.**[SM]

For XLHealth Corporation India Private Limited



Shivaprasad Mundakana
Director–Human Capital

I accept this letter of appointment on the terms and conditions as described herein.

ACKNOWLEDGEMENT:

_____ **Date:** _____
Mohammed Poovil

5.2.1. Average percentage of placement of outgoing students during the last five years

XLHealth
Inform. Empower. Excel.

XLHealth Corporation India Pvt. Ltd				Payslip for the month of December 2021	
Employee Code	001711535	Department	OFFSHORE (BANGALORE)	Location	BANGALORE
Employee Name	MOHAMMED POOVIL	PF Number	BG/BNG/042829/015742	Standard Days	31
Date of Hire	19 Jul 2021	UAN	101687847434	LWOP Days	0.0
Designation	Clinical Admin Coordinator	ESI Number	0	Payment Mode	TRANSFER
Days Worked	31.0	Grade	23	Bank Account	9914466209

Earnings	Standard Rate (INR)	Current Month Amount (INR)	YTD Value (INR)	Deductions	Current Month Amount (INR)	YTD Value (INR)
Basic Salary	15500	15500	84000	Provident Fund	1860	10332
House Rent Allowance	6583	6583	35676	Profession Tax	200	1000
Special Allowance	5000	5000	27097	Labour Welfare Fund	20	20
Overtime Arrear		1765	1765			
Referral Bonus		5000	5000			
Gross Earnings		33848		Gross Deductions	2080	
Net Pay		31768 (Rupees Thirty One Thousand Seven Hundred And Sixty Eight Only)				

Remarks	0

** This is a computer generated payslip and does not require signature and stamp.

XLHealth Corporation India Private Limited
Registered Office: "Abacus Centre", No. 54, I Main, Sarakki Industrial Area, III Phase J.P. Nagar, Bengaluru – 560078, INDIA

5.2.1. Average percentage of placement of outgoing students during the last five years

Jamal Mohamed <placement@jmc.edu>

Zebu share - MBA selected candidates list - Reg.

2 messages

JAMAL INSTITUTE OF MANAGEMENT TRICHY <jimplacement@gmail.com> Mon, Apr 5, 2021 at 10:02 AM
To: jamal guidance jamal <guidancejmc@yahoo.co.in>, Jamal Mohamed <placement@jmc.edu>

Dear Sir,

Please find the list of students who got selected in Zebu Share and Wealth Management Pvt. Ltd. in the below mail.

Thanks & Regards,
Kumaraguru A
Placement Officer
Jamal Institute of Management,
Jamal Mohamed College (Autonomous),
Trichy
91766-01822

---------- Forwarded message ---------
From: **Karthikeyan Ramanathan** <karthikeyan.r@zebuetrade.com>
Date: Mon, Jan 18, 2021 at 4:17 PM
Subject: Fwd: Short Listed Profiles
To: JAMAL INSTITUTE OF MANAGEMENT TRICHY <jimplacement@gmail.com>
Cc: HR Zebu <hr@zebuetrade.com>

Dear Sir

Kindly Find the List of Selected Clients for Zebu Share and Wealth Management Private Limited.
Kindly Block the Candidates for Further Campus Interview with Other Concerns & Kindly Ensure their Joining on Time .

S. No.	Reg. No.	Name of the Student
1	19MBA005	ASHIQ AHAMED KHAN T
2	19MBA060	MOHAMMED ABDUL SATHAR M
3	19MBA062	MOHAMMED KOUSH A
4	19MBA068	NOOR AHAMED Z
5	19MBA096	HARI SANKARI M
6	19MBA109	VAISHALI B
7	19MBA108	NABISHA THASLIMA A K
8	19MBA110	AAFRIN BANU S
9	19MBA018	JEEVA PRAKASH S
10	19MBA110	AAFRIN BANU S

Regards,

Karthikeyan Ramanathan
Senior Vice President

Zebu Share and Wealth Managements Pvt., Ltd
No 127, First Floor, PSK Booshnam Mahal,
100 Feet Bye Pass Road, Velachery, Chennai 42.
Smart Device : 9962900090 | What's app : 9962900090
E Mail : karthikeyan.r@zebuetrade.com | Web : www.zebuetrade.com
Follow us on : Facebook YouTube Instagram Twitter

---------- Forwarded message ---------

5.2.1. Average percentage of placement of outgoing students during the last five years

From: **HR Zebu** <hr@zebuetrade.com>
Date: Mon, Jan 18, 2021 at 2:37 PM
Subject: Re: Short Listed Profiles
To: Karthikeyan Ramanathan <karthikeyan.r@zebuetrade.com>

Dear Karthikeyan

This is to inform you that we have selected the below Candidates.

S. No.	Reg. No.	Name of the Student
1	19MBA005	ASHIQ AHAMED KHAN T
2	19MBA060	MOHAMMED ABDUL SATHAR M
3	19MBA062	MOHAMMED KOUSH A
4	19MBA068	NOOR AHAMED Z
5	19MBA096	HARI SANKARI M
6	19MBA109	VAISHALI B
7	19MBA108	NABISHA THASLIMA A K
8	19MBA110	AAFRIN BANU S
9	19MBA018	JEEVA PRAKASH S
10	19MBA110	AAFRIN BANU S

Thanks & Regards
Shanmugavani S
Mob: +91 8056027691

---

jamal guidance jamal <guidancejmc@yahoo.co.in> Sat, Nov 13, 2021 at 3:28 PM
To: Jamal Mohamed <placement@jmc.edu>

Co-Ordinator
Placement Cell
Jamal Mohamed College
Tiruchirappalli - 620 020
Mobile: 98431-15771

[Quoted text hidden]

5.2.1. Average percentage of placement of outgoing students during the last five years

Zoho Corporation Private Limited
Plot 140, 151, Estancia IT Park, Vallancheri,
Chengalpattu District, Tamilnadu, 603 202.
Ph: +91 - 44 - 6744 7070
www.zohocorp.com
SEZ Unit

Date: 17-Apr-2021

To

Mr.SARBUDEEN S,
NO: 32 ALLWAR THOPPU (INSIDE),
THENNUR,
TRICHY-620017, TAMIL NADU.

Dear **Mr.SARBUDEEN S,**

OFFER OF EMPLOYMENT

We are pleased to offer you employment for the position **MEMBER TECHNICAL STAFF** with **ZOHO CORPORATION PRIVATE LIMITED.**

INTERNSHIP AND STIPEND

You are expected to do the final semester project of your curriculum in our organization. We expect you to work on the project on a full time basis for a period of 5-6 months. During this period you will be paid a monthly stipend of **Rs.15000/- (RUPEES FIFTEEN THOUSAND ONLY)**. The following offer is valid, subject to successful completion of your project.

(Note: The above may not apply to you if your college does not permit internships)

REMUNERATION

Your annual Cost to Company will be **Rs.396000/- (RUPEES THREE LAKH NINETY SIX THOUSAND ONLY)**. The break-up of your gross salary and information specific to bonus and gratuity are set out in Annexure A. Salary will be paid by the last day of each month. All additional benefits that Zoho currently provides employees are set out in Annexure B.

DATE OF JOINING

Your date of appointment is effective from your date of joining after successful completion of your curriculum.

PROBATION

You will be on probation, at a minimum, until completion of the performance review cycle that immediately follows completion of six months from your date of joining, provided that your performance is determined to be satisfactory. If your performance is not satisfactory, your probation may be extended until your performance is determined to be satisfactory. Upon completion of the probation period you will be confirmed on the rolls of the company.

SALARY REVISION

Revision to your compensation will be after one year from the date of joining, subject to satisfactory completion of the probation by you. Zoho operates a Pay-for-performance Policy and any salary revision will take your performance into account.

5.2.1. Average percentage of placement of outgoing students during the last five years

ADHERENCE TO POLICIES

During your employment with the Company you shall adhere to all policies of the Company including IT Services Acceptable Use Policy, Acceptable Encryption Policy, Email Policy, Extranet Policy, Information Sensitivity Policy, Password Policy, Remote Access Policy, Virtual Private Network Policy and such policies as may be decided by the Company from time to time. The Company may amend these policies from time to time and you agree to be bound by such subsequent versions of the policies. The Company will communicate important information about its policies by way of electronic mail notification and/or the Company's intranet. The policies are incorporated into the terms and conditions of employment by this reference.

CONFIDENTIALITY

Information you have access to during the course of your employment are confidential and proprietary information of the Company, its Affiliated Companies and customers. "Affiliated Companies" means Zoho Corporation Private Limited and any entity in which the management of Zoho or the company has substantial interest. You agree not to disclose such information other than on aneed-to-knowbasis. In this regard, you agree to observe in good faith your obligations under the Agreement Regarding Confidential Information and Proprietary Developments, a copy of which is included with this Letter of Offer of Employment for your reference and which will be executed separately by you upon joining the Company. The matters related to your compensation are strictly confidential between you and the Company and should be treated as such.

TRANSFERABILITY

You may be asked to work in any department or section of the Company in any capacity by either the management or the head of the department or section, and you agree to work accordingly. You may also be required to work on transfer or deputation in any other concern in which the management has any interest or any of the other branches or regional offices, anywhere in India or abroad, now existing or to be set up in future and you shall be bound to work in such concerns or at such locations.

ASSIGNMENT OF RIGHTS IN WORK

You agree that all works performed and things developed, including 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 perform all necessary actions to obtain the patents and copyrights, for the purpose of vesting the Company with full and exclusive title thereto, and protecting the Company against infringement of the patents and copyright by others.

CONCURRENT EDUCATION

You shall not, during the term of your employment with the Company, pursue any full time or part time courses in any institution/universities in India or any other foreign country, without the express approval by the company.

CONCURRENT EMPLOYMENT OR BUSINESS

You shall not engage yourself directly or indirectly in any other trade, business or occupation without obtaining the management's prior permission in writing. You shall not carry on any activity and/or commit any act prejudicial to the interests of the Company.

5.2.1. Average percentage of placement of outgoing students during the last five years

NON-COMPETE

You shall not, during the term of your employment with the Company and for a period of 1 (one) year after termination of employment, either directly or indirectly own, invest in, direct, aid or work, in any capacity, including as full/part time employee, consultant or advisor for any Competitor or SI Partner of the Company.

A "Competitor" is a concern engaged in developing Computer Programs similar to the Software products or services developed and marketed by the Company or any of its Affiliated Companies. An "SI Partner" is a concern which the Company or its Affiliated Companies has appointed as a partner for providing services to Customers based on products or technology owned by the Company or Affiliated Companies.

TERMINATION

Termination at will: This employment agreement is terminable at will by either party.

Termination for misconduct: You agree that the Company may terminate this Contract without notice and without payment in lieu of notice in any of the following events:

1. If any declaration/document given or furnished by you to the Company proves to be false; or if you are found to have wilfully suppressed any material information;
2. If you are found guilty of misconduct, disobedience or of conduct that tends to bring disrespect to the company;
3. If you are found to be in breach of any of your obligations under the terms and conditions of employment;
4. If you are found to have disclosed any confidential information of the Company, its Affiliated Companies or customers of the Company and Affiliated Companies;
5. If you have violated the Company's policies;
6. If the result of any reference or background check is unsatisfactory;
7. If you are found to be under the influence/possession of alcohol/drugs inside the office premises;
8. Your access cards are not transferable. If it is found to be mishandled for any proxy attendance;

Termination for any of the reasons stated above may be notified to the person(s) whose reference was submitted by you and the Company will not be liable to give you any prior notice nor pay any compensation in lieu of a notice period.

NON-SOLICITATION

You agree that for a period of six months after termination or expiration of your employment with the Company, regardless of the reason for termination or expiration, you shall not directly or indirectly, solicit for employment, or advise or recommend to any other person that they employ or solicit for employment, any person employed at that time by the Company, or by any Affiliated Company.

AMENDMENT OF TERMS AND CONDITIONS OF EMPLOYMENT

The Company may amend the terms and conditions set forth herein from time to time and you agree to be bound by such amended terms and conditions of employment .

GOVERNING LAW AND JURISDICTION

The terms and conditions of this Letter of Offer of Employment are governed by the laws of India. All disputes arising out of your employment with the Company or involving the terms and conditions of this Agreement will be subject to the exclusive jurisdiction of the courts in Chennai, India.

5.2.1. Average percentage of placement of outgoing students during the last five years

VALIDITY
This offer of employment is enclosed with some of our important policies. You are requested to download, read, understand and sign the documents on or before **17-May-2021**. Your signature indicates your acceptance of the terms and conditions of this employment.

Upon submitting your acceptance, you will be asked to provide a tentative date of joining in the personal details form.However, closer to the actual date of joining you will receive a confirmation e-mail from us.

The matters related to your compensation are strictly confidential between you and the company and should be treated as such.

I am sure you will find this offer very exciting and I, on behalf of Zoho, assure you of a very rewarding career in our organization.

With best wishes,

Yours sincerely,
For ZOHO CORPORATION PRIVATE LIMITED

Mohammed Sohail
Manager - HR

I hereby confirm that I have read, understood and accepted the offer, agreement and the company policies.

Signature:		Date of Offer acceptance:	17 Apr 2021
Name :	Sarbudeen S	Place :	Trichy

5.2.1. Average percentage of placement of outgoing students during the last five years



ANNEXURE A

NAME : SARBUDEEN S
DESIGNATION : MEMBER TECHNICAL STAFF

Details	Monthly	Annual
Basic	13200	158400
Taxable Allowance	1800	21600
HRA	6600	79200
Other Allowance & Flexible component	9600	115200
Gross Salary	**31200**	**374400**
Employer Provident Fund (12% of Basic+TA)*	1800	21600
Cost To Company (CTC)	**33000**	**396000**
Prosperity Sharing Plan		60000
Compensation for the first year		**456000**

* You will be covered under the Company's Provident Fund Scheme from the date of joining the organization. Under this scheme, the company will contribute 12% of your basic salary per month as employer contribution and an equal amount will be deducted from your salary as your contribution towards the fund.

OTHER BENEFITS:

PROSPERITY SHARING PLAN
PSP (Prosperity Sharing Plan) is a one time bonus scheme derived based on company's productivity. Every year during April or May, we will decide on extending this scheme to our confirmed employees after reviewing the company's growth and productivity. Upon confirmation, you may qualify for the above mentioned PSP amount subject to scheme existence for that year. Please note, the quantum mentioned above is only an indicative figure and is subject to change based on your performance as determined by your manager.

GRATUITY
Gratuity will be payable as per the Gratuity Act, upon separation from the company, subject to completion of minimum five years of employment with Zoho.

5.2.1. Average percentage of placement of outgoing students during the last five years

ANNEXURE B

The Company currently provides the following benefits to an employee:

GIFT CARD AMOUNT

You will be paid an amount of **Rs.6000/- (RUPEES SIX THOUSAND ONLY)** once in a year towards your broadband connection. For the new comers, it is applicable from their date of joining. For the first year the amount will be pro-rated based on the joining date.

TRANSPORTATION FACILITY

For safety and security reasons, the Company provides transportation facilities, including but not limited to shuttle services and cab services. However, Company does not recommend daily long commute to work. This offer is based on the assumption that you will move to a distance within 5-10 km of the office premises.

DEVICES AND GADGETS

Company provides essential devices and gadgets for all its employees strictly for official purpose. However, what is essential (in most cases) is not the latest model device or gadget. We do not view the device or gadget as a status symbol or a fashion accessory but as an essential tool to get work done. Expecting the latest model device or gadget as a status symbol is most likely going to leave you disappointed. So please be prepared.

FOOD AND SNACKS

Company provides food, snack and other refreshment for all its employees.

RECREATIONAL FACILITY

Company provides certain recreational facilities to its employees of which some are offered at a nominal charge.

TEAM TREAT AND TRIP

To improve the team collaboration, the company provides **Rs.1000/- (RUPEES ONE THOUSAND ONLY)** for team treat and **Rs.4000/- (RUPEES FOUR THOUSAND ONLY)** for team trip to all its eligible employees, every year.

GROUP MEDICLAIM INSURANCE

Company will bear the full premium of covering you under the Group Mediclaim policy for a sum insured of **Rs.400000/- (RUPEES FOUR LAKH ONLY)**. This is a floater policy where five of your dependents will also be covered along with you.

GROUP PERSONAL ACCIDENT INSURANCE

You will be covered under the Personal Accident Insurance Scheme, for a sum insured of **Rs.2000000/- (RUPEES TWENTY LAKH ONLY)**.

GROUP TERM LIFE INSURANCE

As a welfare measure for its employees, the company has subscribed to the Group Term Life Insurance. The insurance coverage is worth of **Rs.2500000/- (RUPEES TWENTY FIVE LAKH ONLY)**.

Please note that the above mentioned insurance schemes are subject to change based on yearly renewal