



You Are Awesome!

Offer Letter

Six Dee Telecom Solutions

Antony Thomas

20 February 2023

6238785393

antonythomas993@gmail.com

Dear Antony,

We welcome you to **Six Dee Telecom Solutions Private Limited**, also known as **6D Technologies**. We are confident that we will build a long and mutually rewarding career together. We believe that it is individuals like you who can along with all of us build a world-class company. The guiding principle behind our endeavour to succeed emanates from three key words - "Bright, Confident and Active".

We sincerely hope that you will grow with us.

COMMENCEMENT DATE

If you accept this offer of employment, we will keep you posted on your date of joining and Point of Contact.

We would like to extend our offer to you to join **Six Dee Telecom Solutions Private Limited**, as **Implementation Engineer**.

REMUNERATION

During your initial 6 months of training/probation period, your total cost to company will be **INR 240000 per annum**. Details of the salary structure are given in the annexure attached.

Your probation period will be deemed successful after we receive an overall positive feedback on your performance from your respective manager(s). Thereafter, your total cost to company will be revised to **INR 400000 per annum**. Details of the salary structure are given in the annexure attached.

PLACE OF WORK

Your work location will be **Bangalore** office. The Company may reasonably require you to work at any other department/premises of the Company whether existing or which may be set up in the future. In the performance of your duties for the Company, you may reasonably be required to travel, or require you to work throughout and outside India at client/ partner location of the Company.

We look forward to you joining us.

Kind regards,
Yours sincerely,

Shweta Singh

Shweta Singh

Manager - Human Resources

For and on behalf of

Six Dee Telecom Solutions Private Limited

OFFER ACCEPTANCE BY EMPLOYEE

I assume that all the information furnished by me during the recruitment process is true and correct.

I, _____, s/o/d/o _____, accept employment with **Six Dee Telecom Solutions Private Limited** under the terms and conditions as set out herein above and undertake to fully comply and abide by the same. I have carefully read and understood these terms with the help of my legal advisor.

Signature _____ Date _____

(Antony Thomas)



You Are Awesome!

Offer Letter

Six Dee Telecom Solutions

Kiran Valsalan Nair

20 February 2023

7902965934

kiranvalsalannair11@gmail.com

Dear Kiran,

We welcome you to **Six Dee Telecom Solutions Private Limited**, also known as **6D Technologies**. We are confident that we will build a long and mutually rewarding career together. We believe that it is individuals like you who can along with all of us build a world-class company. The guiding principle behind our endeavour to succeed emanates from three key words - "Bright, Confident and Active".

We sincerely hope that you will grow with us.

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We look forward to you joining us.

Kind regards,
Yours sincerely,

Shweta Singh

Shweta Singh

Manager - Human Resources

For and on behalf of

Six Dee Telecom Solutions Private Limited

OFFER ACCEPTANCE BY EMPLOYEE

I assume that all the information furnished by me during the recruitment process is true and correct.

I, _____, s/o/d/o _____, accept employment with **Six Dee Telecom Solutions Private Limited** under the terms and conditions as set out herein above and undertake to fully comply and abide by the same. I have carefully read and understood these terms with the help of my legal advisor.

Signature _____ Date _____

(Kiran Valsalan Nair)



You Are Awesome!

Offer Letter

Six Dee Telecom Solutions

Sanjuktha Sanjay

20 February 2023

8921399353

sanjukthasanjay01@gmail.com

Dear Sanjukhta,

We welcome you to **Six Dee Telecom Solutions Private Limited**, also known as **6D Technologies**. We are confident that we will build a long and mutually rewarding career together. We believe that it is individuals like you who can along with all of us build a world-class company. The guiding principle behind our endeavour to succeed emanates from three key words - "Bright, Confident and Active".

We sincerely hope that you will grow with us.

COMMENCEMENT DATE

If you accept this offer of employment, we will keep you posted on your date of joining and Point of Contact.

We would like to extend our offer to you to join **Six Dee Telecom Solutions Private Limited**, as **Implementation Engineer**.

REMUNERATION

During your initial 6 months of training/probation period, your total cost to company will be **INR 240000 per annum**. Details of the salary structure are given in the annexure attached.

Your probation period will be deemed successful after we receive an overall positive feedback on your performance from your respective manager(s). Thereafter, your total cost to company will be revised to **INR 400000 per annum**. Details of the salary structure are given in the annexure attached.

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We look forward to you joining us.

Kind regards,
Yours sincerely,

Shweta Singh

Shweta Singh

Manager - Human Resources

For and on behalf of

Six Dee Telecom Solutions Private Limited

OFFER ACCEPTANCE BY EMPLOYEE

I assume that all the information furnished by me during the recruitment process is true and correct.

I, _____, s/o/d/o _____, accept employment with **Six Dee Telecom Solutions Private Limited** under the terms and conditions as set out herein above and undertake to fully comply and abide by the same. I have carefully read and understood these terms with the help of my legal advisor.

Signature _____ Date _____

(Sanjuktha Sanjay)



You Are Awesome!

Offer Letter

Six Dee Telecom Solutions

Sharon Rose Babu

20 February 2023

7306252795

sharonrose2001sep@gmail.com

Dear Sharon,

We welcome you to **Six Dee Telecom Solutions Private Limited**, also known as **6D Technologies**. We are confident that we will build a long and mutually rewarding career together. We believe that it is individuals like you who can along with all of us build a world-class company. The guiding principle behind our endeavour to succeed emanates from three key words - "Bright, Confident and Active".

We sincerely hope that you will grow with us.

COMMENCEMENT DATE

If you accept this offer of employment, we will keep you posted on your date of joining and Point of Contact.

We would like to extend our offer to you to join **Six Dee Telecom Solutions Private Limited**, as **Software Engineer**.

REMUNERATION

During your initial 6 months of training/probation period, your total cost to company will be **INR 240000 per annum**. Details of the salary structure are given in the annexure attached.

Your probation period will be deemed successful after we receive an overall positive feedback on your performance from your respective manager(s). Thereafter, your total cost to company will be revised to **INR 400000 per annum**. Details of the salary structure are given in the annexure attached.

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We look forward to you joining us.

Kind regards,
Yours sincerely,

Shweta Singh

Shweta Singh

Manager - Human Resources

For and on behalf of

Six Dee Telecom Solutions Private Limited

OFFER ACCEPTANCE BY EMPLOYEE

I assume that all the information furnished by me during the recruitment process is true and correct.

I, _____, s/o/d/o _____, accept employment with **Six Dee Telecom Solutions Private Limited** under the terms and conditions as set out herein above and undertake to fully comply and abide by the same. I have carefully read and understood these terms with the help of my legal advisor.

Signature _____ Date _____

(Sharon Rose Babu)



You Are Awesome!

Offer Letter

Six Dee Telecom Solutions

Shijas P

20 February 2023

9656605068

shijas002@gmail.com

Dear Shijas,

We welcome you to **Six Dee Telecom Solutions Private Limited**, also known as **6D Technologies**. We are confident that we will build a long and mutually rewarding career together. We believe that it is individuals like you who can along with all of us build a world-class company. The guiding principle behind our endeavour to succeed emanates from three key words - "Bright, Confident and Active".

We sincerely hope that you will grow with us.

COMMENCEMENT DATE

If you accept this offer of employment, we will keep you posted on your date of joining and Point of Contact.

We would like to extend our offer to you to join **Six Dee Telecom Solutions Private Limited**, as **Software Engineer**.

REMUNERATION

During your initial 6 months of training/probation period, your total cost to company will be **INR 240000 per annum**. Details of the salary structure are given in the annexure attached.

Your probation period will be deemed successful after we receive an overall positive feedback on your performance from your respective manager(s). Thereafter, your total cost to company will be revised to **INR 400000 per annum**. Details of the salary structure are given in the annexure attached.

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We look forward to you joining us.

Kind regards,
Yours sincerely,

Shweta Singh

Shweta Singh

Manager - Human Resources

For and on behalf of

Six Dee Telecom Solutions Private Limited

OFFER ACCEPTANCE BY EMPLOYEE

I assume that all the information furnished by me during the recruitment process is true and correct.

I, _____, s/o/d/o _____, accept employment with **Six Dee Telecom Solutions Private Limited** under the terms and conditions as set out herein above and undertake to fully comply and abide by the same. I have carefully read and understood these terms with the help of my legal advisor.

Signature _____ Date _____

(Shijas P)



You Are Awesome!

Offer Letter

Six Dee Telecom Solutions

Snigdha Sathyanathan

20 February 2023

8330084736

snigdha.sth@gmail.com

Dear Snigdha,

We welcome you to **Six Dee Telecom Solutions Private Limited**, also known as **6D Technologies**. We are confident that we will build a long and mutually rewarding career together. We believe that it is individuals like you who can along with all of us build a world-class company. The guiding principle behind our endeavour to succeed emanates from three key words - "Bright, Confident and Active".

We sincerely hope that you will grow with us.

COMMENCEMENT DATE

If you accept this offer of employment, we will keep you posted on your date of joining and Point of Contact.

We would like to extend our offer to you to join **Six Dee Telecom Solutions Private Limited**, as **Software Engineer**.

REMUNERATION

During your initial 6 months of training/probation period, your total cost to company will be **INR 240000 per annum**. Details of the salary structure are given in the annexure attached.

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We look forward to you joining us.

Kind regards,
Yours sincerely,

Shweta Singh

Shweta Singh

Manager - Human Resources

For and on behalf of

Six Dee Telecom Solutions Private Limited

OFFER ACCEPTANCE BY EMPLOYEE

I assume that all the information furnished by me during the recruitment process is true and correct.

I, _____, s/o/d/o _____, accept employment with **Six Dee Telecom Solutions Private Limited** under the terms and conditions as set out herein above and undertake to fully comply and abide by the same. I have carefully read and understood these terms with the help of my legal advisor.

Signature _____ Date _____
(Snigdha Sathyanathan)

29/03/2023

Dear Ulsav Ullas,

Welcome to Accenta Education.

With reference to the interview conducted at Vimal Jyothi Engineering College, Kannur on February 23rd 2023, we are pleased to inform you that you have been selected to join our company as a 'Communicative English Trainer'. You will be entitled to a monthly starting remuneration of Rs.13500 to Rs.15500 per month (Rs.13500/-: if you get placed at your own home town, Rs.14500/-: if you get placed away from your home town and Rs.15500/- if your get placed out of your home state), which indicates cost to company (CTC). You will be appointed in one of our client schools in Kerala as a 'Communicative English Trainer' with effect from the 1st of June 2023. You should be willing to work anywhere in Kerala.

If you are happy with the terms and conditions of our company and wish to receive this offer of employment, you will have to undergo a free training programme at our training venue in Kochi, Kerala for a period of 8 days in the month of May. If you don't attend the training programme or your performance and behavior during the training process is not satisfactory, your placement will not be confirmed as mentioned above.

If you are interested in accepting this offer, please sign below and accept it and send the scanned copy of the same to hr@accenta.in in consultation with your placement officer. In the event you have not done the same, this offer will be automatically withdrawn on April 25th 2023. The date of the training programme will be informed to you only on contacting us over the phone. When you come for the training programme, please do bring your original certificates as well as two passport size photos and a copy of your ID Proof along with this offer letter.

We look forward to your working with us.



Yours sincerely,

KIRAN THOMAS
Manager - HR
Mobile: 07034774111
hr@accenta.in

With the signature below I accept this offer of employment

Ulsav Ullas
Name

Ulsav
Signature

10/04/2023
Date

Regional Office : Accenta Education, 1st Floor, Swarnam Arcade, Anamala Junction, North Chalakudy,
Thrissur, Kerala - 680307 Ph: 7034513111, 9946789898 Email: info@accenta.in

29/03/2023

Dear Anagha Premarajan,

Welcome to Accenta Education.

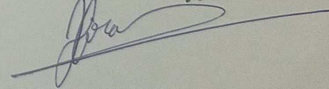
With reference to the interview conducted at Vimal Jyothi Engineering College, Kannur on February 23rd 2023, we are pleased to inform you that you have been selected to join our company as a '**Communicative English Trainer**'. You will be entitled to a monthly starting remuneration of Rs.13500 to Rs.15500 per month (Rs.13500/-: if you get placed at your own home town, Rs.14500/-: if you get placed away from your home town and Rs.15500/- if you get placed out of your home state), which indicates cost to company (CTC). You will be appointed in one of our client schools in Kerala as a 'Communicative English Trainer' with effect from the 1st of June 2023. You should be willing to work anywhere in Kerala.

If you are happy with the terms and conditions of our company and wish to receive this offer of employment, you will have to undergo a free training programme at our training venue in Kochi, Kerala for a period of **8 days** in the month of **May**. If you don't attend the training programme or your performance and behavior during the training process is not satisfactory, your placement will not be confirmed as mentioned above.

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We look forward to your working with us.

Yours sincerely,



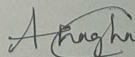
KIRAN THOMAS
Manager - HR

Mobile: 07034774111
hr@accenta.in



With the signature below I accept this offer of employment

ANAGHA PREMARAJAN V



Name

Signature

03-04-2023

Date

29/03/2023

Dear Aswin Surendran,

Welcome to Accenta Education.

With reference to the interview conducted at Vimal Jyothi Engineering College, Kannur on February 23rd 2023, we are pleased to inform you that you have been selected to join our company as a '**Communicative English Trainer**'. You will be entitled to a monthly starting remuneration of Rs.13500 to Rs.15500 per month (Rs.13500/-: if you get placed at your own home town, Rs.14500/-: if you get placed away from your home town and Rs.15500/- if your get placed out of your home state), which indicates cost to company (CTC). You will be appointed in one of our client schools in Kerala as a 'Communicative English Trainer' with effect from the 1st of June 2023. You should be willing to work anywhere in Kerala.

If you are happy with the terms and conditions of our company and wish to receive this offer of employment, you will have to undergo a free training programme at our training venue in Kochi, Kerala for a period of **8 days** in the month of **May**. If you don't attend the training programme or your performance and behavior during the training process is not satisfactory, your placement will not be confirmed as mentioned above.

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We look forward to your working with us.



Yours sincerely,

KIRAN THOMAS
Manager – HR
Mobile: 07034774111
hr@accenta.in

With the signature below I accept this offer of employment

ASWIN SURENDRAN
Name

Signature

07/04/2023

Date



bng interiors

"design
brilliance"

Date : 04.07.2023

Karthik.K
Souparnika (H)
Annur
Payyannur

Sub : Site Supervisor offer letter

On behalf of BNG INTERIORS TENDEN GROUP OF COMPANY. We are elate to inform you that you have been selected for the position of Site Supervisor with our company. On your acceptance of offer letter, you will be required to join the organization from 10.07.2023. And you will be reporting to the Admin.

You will be on probation for a period of 3 months from the date of joining. Your initial salary package will be 12000 per month and after completion of probation period successfully your package will be increase as 18000/- per month. Your duties are Control and supervise site activities, Manage and direct all sites activities, Control and supervise site activities (according to company criteria) etc... Also exchange these information with admin. Your duty time 8.30am to 5pm.

If you accept this offer, you are required to report for the duty on 10th July 2023 AT 9:00 AM at BNG. We look forward too long and mutually fruitful association with you.

Regards
Remya
Admin

kottakkal,kerala, india. pin: 676503

tel : (+91) 4832706403

email : mail@bnginterior.design

www.bnginterior.design



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

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

26 December, 2022

**Ms Adheena KM
Nallanhi Parambu PO,
Chirakkal,
Kannur,
Kerala - 670011**

**Contact No: 8129482280
Email: adheenamanoj593@gmail.com**

Dear Adheena,

Subject: Letter of intent

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

1. Position:

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

2. Date of joining and work location:

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

3. Annual Fixed compensation:

You shall be paid an annual total compensation of **INR.3,99,000/-** per annum. The annual total compensation includes variable pay bonus (VPB) and fringe benefits that are insurance and gratuity and this will be subject to applicable taxes as per the provision of IncomeTax Act & will be paid to you after deduction of income tax and other applicable taxes at source.

Variable pay bonus(VPB) is a pay for performance program where you will be eligible to participate and have a differential reward based on EY GDS, business unit and personal performance. This will be payable on or before 31 August 2023. This is subject to you being employed with the Firm as on the date of payment of Variable Pay Bonus. Employees who join the Firm during the year will be eligible for a prorated Variable Pay Bonus payment. The Variable Pay Bonus amount is subject to income tax deduction as per rules prescribed under the tax laws.

4. Education Qualification:

This letter of intent is subject to your successful completion of B.Tech exams by June 2023.

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

Looking forward to a mutually beneficial association.



Thanking you.

Yours faithfully,

for EY Global Delivery Services India LLP

Signed By: Divya Parihar

Reason: Offer Letter

Location: Banglaore

Date:12/26/2022 16:25:17

Authorized Signatory



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

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

23 December, 2022

**Mr Dheeraj K
Kavumchal House, Keezhatoor,
Taliparamba PO,
Kannur,
Kerala - 670141**

**Contact No: 9846322598
Email: dheerajkztr@gmail.com**

Dear Dheeraj,

Subject: Letter of intent

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

1. Position:

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

2. Date of joining and work location:

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

3. Annual Fixed compensation:

You shall be paid an annual total compensation of **INR.3,99,000/-** per annum. The annual total compensation includes variable pay bonus (VPB) and fringe benefits that are insurance and gratuity and this will be subject to applicable taxes as per the provision of IncomeTax Act & will be paid to you after deduction of income tax and other applicable taxes at source.

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4. Education Qualification:

This letter of intent is subject to your successful completion of Btech exams by September 2023.

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

Looking forward to a mutually beneficial association.



Thanking you.

Yours faithfully,

for **EY Global Delivery Services India LLP**

Signed By: Divya Parihar

Reason: Offer Letter

Location: Bangalore

Date:12/23/2022 23:11:49

Authorized Signatory



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

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

23 December, 2022

**Ms Diya P
Souparnika, Estate parampa,
Koodali po,
Kannur,
Kerala - 670592**

**Contact No: 9526382113
Email: diyap98652@gmail.com**

Dear Diya,

Subject: Letter of intent

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

1. Position:

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

2. Date of joining and work location:

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

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You shall be paid an annual total compensation of **INR.3,99,000/-** per annum. The annual total compensation includes variable pay bonus (VPB) and fringe benefits that are insurance and gratuity and this will be subject to applicable taxes as per the provision of IncomeTax Act & will be paid to you after deduction of income tax and other applicable taxes at source.

Variable pay bonus(VPB) is a pay for performance program where you will be eligible to participate and have a differential reward based on EY GDS, business unit and personal performance. This will be payable on or before 31 August 2023. This is subject to you being employed with the Firm as on the date of payment of Variable Pay Bonus. Employees who join the Firm during the year will be eligible for a prorated Variable Pay Bonus payment. The Variable Pay Bonus amount is subject to income tax deduction as per rules prescribed under the tax laws.

4. Education Qualification:

This letter of intent is subject to your successful completion of Btech exams by September 2023.

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

Looking forward to a mutually beneficial association.



Thanking you.

Yours faithfully,

for EY Global Delivery Services India LLP

Signed By: Divya Parihar

Reason: Offer Letter

Location: Bangalore

Date:12/23/2022 21:52:50

Authorized Signatory

July 1st, 2023

Ms. Gopika Gopalakrishnan
gkgopika9@gmail.com
Candidate Id: CN20231558

Dear Gopika Gopalakrishnan,

Further to our interactions with you, we are pleased to offer you the position of **Associate Trainer** in our **Skill Development Division**.

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

You will report to **Mr. Arun M (Training Manager)** or anyone whom he may depute. Your date of joining will be **17th July 2023**. Your base location will be **Chennai**.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10000/-** out of which **Rs.8000/-** will be fixed and **Rs.2000/-** will be performance based pay. In addition, you will be provided with other allowance up to **Rs.1500/-** and rent allowance of **Rs. 4,000/-** (Incase if you are not a permanent resident of **Chennai**). Your notice period during this period is 15 days. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate Trainer** with an Annual CTC of **Rs.3,06,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of **2 years** starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 5 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

Annexure I: Annual Compensation Structure			
Name	Ms. Gopika Gopalakrishnan	Position & Department	Associate Trainer
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		2,52,012/-
2	Total Fixed Pay per annum		2,52,012/-
	Annual Performance Linked Pay (Maximum)		35,988/-
4	Other Allowance		18,000/-
	Total Cost to Company		3,06,000/-

Notes: *Associates will be covered under the company group accidental policy for Life Cover(Rs.10,00,000). The premium for the same will be borne by the company.

Thank you

Yours sincerely

For Focus 4 – D Career Education Pvt Ltd.



Arumugam N Vadivelu
HR Business Partner

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

July 1st, 2023

Ms. Renitha

renithar25500@gmail.com

Candidate Id: CN20231560

Dear Renitha,

Further to our interactions with you, we are pleased to offer you the position of **Associate Trainer** in our **Skill Development Division**.

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

You will report to **Mr. Arun M (Training Manager)** or anyone whom he may depute. Your date of joining will be **17th July 2023**. Your base location will be **Chennai**.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10000/-** out of which **Rs.8000/-** will be fixed and **Rs.2000/-** will be performance based pay. In addition, you will be provided with other allowance up to **Rs.1500/-** and rent allowance of **Rs. 4,000/-** (Incase if you are not a permanent resident of **Chennai**). Your notice period during this period is 15 days. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate Trainer** with an Annual CTC of **Rs.3,06,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of **2 years** starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 5 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

Annexure I: Annual Compensation Structure			
Name	Ms. Renitha	Position & Department	Associate Trainer
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		2,52,012/-
2	Total Fixed Pay per annum		2,52,012/-
	Annual Performance Linked Pay (Maximum)		35,988/-
4	Other Allowance		18,000/-
	Total Cost to Company		3,06,000/-

Notes: *Associates will be covered under the company group accidental policy for Life Cover(Rs.10,00,000). The premium for the same will be borne by the company.

Thank you

Yours sincerely

For Focus 4 – D Career Education Pvt Ltd.



Arumugam N Vadivelu
HR Business Partner

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

LETTER OF INTENT

Dear Nathasha K V,

With reference to your interview conducted by us, we are pleased to inform that you have been selected for the position of **System Engineer - Trainee** with **Jobin and Jismi Private Limited**. We are glad to extend a hearty welcome to you to our Jobin and Jismi family.

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/post-graduation and the minimum passing percentage/ grade/ rank/ class as determined by Jobin and Jismi.

This LOI from Jobin and Jismi is valid for 1 week - 7 calendar days, from the date of the LOI. Hence, you are requested to accept or decline the LOI within 1 week from the date of the LOI. In case we do not receive any response from your end within the aforementioned time, this LOI shall stand withdrawn, and will be considered as void.

Any extension to the LOI validity will be at the sole discretion of Jobin and Jismi.

Upon Joining Jobin and Jismi

- 1. You will enter into a service agreement for 2 years with Jobin and Jismi which shall contain details including the scope, terms and conditions of your employment and the contractual obligation of Jobin and Jismi.**
- 2. You will be on probation for a period of 12 months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of 12 months.**

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Jobin and Jismi nor should it in any manner confirm our intent to make you an offer of employment. We may, at anytime, at our discretion, revoke this Letter of Intent.

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

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

ANNEXURE 1

Compensation Structure

Name: Nathasha K V

Designation: System Engineer - Trainee

Location: Chalakudy

Components	Per Month	Annual
Basic Pay	15000	180000
Dearness Allowance	2000	24000
Other Allowances	4500	54000
CTC	21500	258000
Professional Tax	200	2400
Employer PF	1800	21600
Employee PF	1800	21600
Net Pay	21300	255600

***Professional Tax and TDS will be deducted as per government norms.**

LETTER OF INTENT

Dear Abhincy Thomas,

With reference to your interview conducted by us, we are pleased to inform that you have been selected for the position of **System Engineer - Trainee** with **Jobin and Jismi Private Limited**. We are glad to extend a hearty welcome to you to our Jobin and Jismi family.

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/post-graduation and the minimum passing percentage/ grade/ rank/ class as determined by Jobin and Jismi.

This LOI from Jobin and Jismi is valid for 1 week - 7 calendar days, from the date of the LOI. Hence, you are requested to accept or decline the LOI within 1 week from the date of the LOI. In case we do not receive any response from your end within the aforementioned time, this LOI shall stand withdrawn, and will be considered as void.

Any extension to the LOI validity will be at the sole discretion of Jobin and Jismi.

Upon Joining Jobin and Jismi

- 1. You will enter into a service agreement for 2 years with Jobin and Jismi which shall contain details including the scope, terms and conditions of your employment and the contractual obligation of Jobin and Jismi.**
- 2. You will be on probation for a period of 12 months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of 12 months.**

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Jobin and Jismi nor should it in any manner confirm our intent to make you an offer of employment. We may, at anytime, at our discretion, revoke this Letter of Intent.

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

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

ANNEXURE 1

Compensation Structure

Name: Abhincy Thomas

Designation: System Engineer - Trainee

Location: Chalakudy

Components	Per Month	Annual
Basic Pay	15000	180000
Dearness Allowance	2000	24000
Other Allowances	4500	54000
CTC	21500	258000
Professional Tax	200	2400
Employer PF	1800	21600
Employee PF	1800	21600
Net Pay	21300	255600

***Professional Tax and TDS will be deducted as per government norms.**

LETTER OF INTENT

Dear Abhincy Thomas,

With reference to your interview conducted by us, we are pleased to inform that you have been selected for the position of **System Engineer - Trainee** with **Jobin and Jismi Private Limited**. We are glad to extend a hearty welcome to you to our Jobin and Jismi family.

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/post-graduation and the minimum passing percentage/ grade/ rank/ class as determined by Jobin and Jismi.

This LOI from Jobin and Jismi is valid for 1 week - 7 calendar days, from the date of the LOI. Hence, you are requested to accept or decline the LOI within 1 week from the date of the LOI. In case we do not receive any response from your end within the aforementioned time, this LOI shall stand withdrawn, and will be considered as void.

Any extension to the LOI validity will be at the sole discretion of Jobin and Jismi.

Upon Joining Jobin and Jismi

- 1. You will enter into a service agreement for 2 years with Jobin and Jismi which shall contain details including the scope, terms and conditions of your employment and the contractual obligation of Jobin and Jismi.**
- 2. You will be on probation for a period of 12 months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of 12 months.**

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Jobin and Jismi nor should it in any manner confirm our intent to make you an offer of employment. We may, at anytime, at our discretion, revoke this Letter of Intent.

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

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

ANNEXURE 1

Compensation Structure

Name: Abhincy Thomas

Designation: System Engineer - Trainee

Location: Chalakudy

Components	Per Month	Annual
Basic Pay	15000	180000
Dearness Allowance	2000	24000
Other Allowances	4500	54000
CTC	21500	258000
Professional Tax	200	2400
Employer PF	1800	21600
Employee PF	1800	21600
Net Pay	21300	255600

***Professional Tax and TDS will be deducted as per government norms.**

LETTER OF INTENT

Dear Diya S,

With reference to your interview conducted by us, we are pleased to inform that you have been selected for the position of **System Engineer - Trainee** with **Jobin and Jismi Private Limited**. We are glad to extend a hearty welcome to you to our Jobin and Jismi family.

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/post-graduation and the minimum passing percentage/ grade/ rank/ class as determined by Jobin and Jismi.

This LOI from Jobin and Jismi is valid for 1 week - 7 calendar days, from the date of the LOI. Hence, you are requested to accept or decline the LOI within 1 week from the date of the LOI. In case we do not receive any response from your end within the aforementioned time, this LOI shall stand withdrawn, and will be considered as void.

Any extension to the LOI validity will be at the sole discretion of Jobin and Jismi.

Upon Joining Jobin and Jismi

- 1. You will enter into a service agreement for 2 years with Jobin and Jismi which shall contain details including the scope, terms and conditions of your employment and the contractual obligation of Jobin and Jismi.**
- 2. You will be on probation for a period of 12 months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of 12 months.**

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Jobin and Jismi nor should it in any manner confirm our intent to make you an offer of employment. We may, at anytime, at our discretion, revoke this Letter of Intent.

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

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

ANNEXURE 1

Compensation Structure

Name: Diya S

Designation: System Engineer - Trainee

Location: Chalakudy

Components	Per Month	Annual
Basic Pay	15000	180000
Dearness Allowance	2000	24000
Other Allowances	4500	54000
CTC	21500	258000
Professional Tax	200	2400
Employer PF	1800	21600
Employee PF	1800	21600
Net Pay	21300	255600

***Professional Tax and TDS will be deducted as per government norms.**

LETTER OF INTENT

Dear Jeena George,

With reference to your interview conducted by us, we are pleased to inform that you have been selected for the position of **System Engineer - Trainee** with **Jobin and Jismi Private Limited**. We are glad to extend a hearty welcome to you to our Jobin and Jismi family.

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/post-graduation and the minimum passing percentage/ grade/ rank/ class as determined by Jobin and Jismi.

This LOI from Jobin and Jismi is valid for 1 week - 7 calendar days, from the date of the LOI. Hence, you are requested to accept or decline the LOI within 1 week from the date of the LOI. In case we do not receive any response from your end within the aforementioned time, this LOI shall stand withdrawn, and will be considered as void.

Any extension to the LOI validity will be at the sole discretion of Jobin and Jismi.

Upon Joining Jobin and Jismi

- 1. You will enter into a service agreement for 2 years with Jobin and Jismi which shall contain details including the scope, terms and conditions of your employment and the contractual obligation of Jobin and Jismi.**
- 2. You will be on probation for a period of 12 months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of 12 months.**

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Jobin and Jismi nor should it in any manner confirm our intent to make you an offer of employment. We may, at anytime, at our discretion, revoke this Letter of Intent.

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

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

ANNEXURE 1

Compensation Structure

Name: Jeena George

Designation: System Engineer - Trainee

Location: Chalakudy

Components	Per Month	Annual
Basic Pay	15000	180000
Dearness Allowance	2000	24000
Other Allowances	4500	54000
CTC	21500	258000
Professional Tax	200	2400
Employer PF	1800	21600
Employee PF	1800	21600
Net Pay	21300	255600

***Professional Tax and TDS will be deducted as per government norms.**

LETTER OF INTENT

Dear Nathasha K V,

With reference to your interview conducted by us, we are pleased to inform that you have been selected for the position of **System Engineer - Trainee** with **Jobin and Jismi Private Limited**. We are glad to extend a hearty welcome to you to our Jobin and Jismi family.

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/post-graduation and the minimum passing percentage/ grade/ rank/ class as determined by Jobin and Jismi.

This LOI from Jobin and Jismi is valid for 1 week - 7 calendar days, from the date of the LOI. Hence, you are requested to accept or decline the LOI within 1 week from the date of the LOI. In case we do not receive any response from your end within the aforementioned time, this LOI shall stand withdrawn, and will be considered as void.

Any extension to the LOI validity will be at the sole discretion of Jobin and Jismi.

Upon Joining Jobin and Jismi

- 1. You will enter into a service agreement for 2 years with Jobin and Jismi which shall contain details including the scope, terms and conditions of your employment and the contractual obligation of Jobin and Jismi.**
- 2. You will be on probation for a period of 12 months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of 12 months.**

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Jobin and Jismi nor should it in any manner confirm our intent to make you an offer of employment. We may, at anytime, at our discretion, revoke this Letter of Intent.

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

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

ANNEXURE 1

Compensation Structure

Name: Nathasha K V

Designation: System Engineer - Trainee

Location: Chalakudy

Components	Per Month	Annual
Basic Pay	15000	180000
Dearness Allowance	2000	24000
Other Allowances	4500	54000
CTC	21500	258000
Professional Tax	200	2400
Employer PF	1800	21600
Employee PF	1800	21600
Net Pay	21300	255600

***Professional Tax and TDS will be deducted as per government norms.**

20th November 2022

Dear Ranjul,

Sub: Offer of Employment on a permanent basis as part time

Greetings from Kiebot! Further to your acceptance for employment with us succeeding the selection process held, we are delighted to offer you the role of **Application Developer** at **Kiebot Learning Solutions Pvt Ltd**, based in Kannur, in effect from 21st November 2022.

The first three months will be your probation period. During the period of probation, the company can relieve the employee if the performance is not good enough of company standards. Your total gross salary as applicable has been detailed in the Annexure to this letter.

Welcome to Kiebot. We wish you a long, gratifying, and fulfilling career and look forward to your joining us. The Annexure 1 with details of the terms and conditions are attached herewith.

Salary Chart

Particular	Monthly Amount in INR	Yearly Amount in INR
Basic	7,500/-	90,000/-
HRA	1,300/-	15,600/-
Conveyance Allowance	1,200/-	14,400/-
Total Salary	10,000/-	1,20,000/-
Total CTC		1,20,000/- INR

TERMS OF EMPLOYMENT

1) Probation Period

You will be on probation for a period of three months from your date of joining, after which you will be confirmed if your work is found satisfactory. The probation period can be extended at the discretion of the Company. You shall continue to be on probation, till your services are confirmed in writing by a letter of confirmation. In case your performance is not found satisfactory during such period of probation, including extended period, if any, your services shall stand terminated on expiry of such period of probation or extended period of probation and you shall be informed of the same in writing. During this period, you may have to work on Saturdays if required.

2) Working Hours

A working day shall comprise a total of nine hours (4 working hours for part-time), including a total break time of one hour allocated to lunch and tea breaks. The working hours will be 9:00 AM- 06:00 PM, Monday to Friday. All Saturdays will be a holiday except the Kiebot Insight day (A complete fun day). At times you may be required to work beyond eight working hours a day or on any other day of the week as per business requirement.

3) Leave Entitlements

As per the Company's existing leave policy for probation, all employees are entitled for no leaves for the first three months. In case of medical emergency or unfavorable conditions, the company can take decisions upon its discretion. After successfully completing the probation, the employee is entitled to casual, medical and emergency leaves.

4) Termination of Service

You can discontinue the employment offered by giving two month's written notice period. Similarly, the management also reserves its rights to terminate your offer by giving one month's written notice.

You are also liable for termination without notice in lieu of notice if:

- a) You neglect, refuse, fail or for any reason become unable to perform any of your duties or comply with the Company policies or code of conduct; or

- b) you are guilty of any misconduct whether or not in the performance of your duties (including but not limited to being an undischarged insolvent, being convicted by any criminal court, being involved in fraudulent acts etc.), or commit any act which in the opinion of the Company is likely to bring the Company any disrepute whether or not such act is directly related to the affairs of the Company; or
- c) Any information furnished by you in your application for the post or during the selection process is found at the time during your training to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience; or
- d) You breach the guidelines or terms and conditions of your appointment.

5) Dress Code

All employees are required to comply with the dress code in the organization. As per the dress code policy employees should be in decent casual/formal dress on all working days.

We look forward to having you in our team, as we move towards achieving our vision of being the leading software development company globally.

Yours Sincerely,

For Kiebot Learning Solutions Pvt. Ltd.

Muhammed Javad PK

CEO & HR Manager



Acceptance

I understand and accept the foregoing terms and conditions of my appointment as with effect from 21-11-2022

Name: **Ranjul Arumadi**

Date: 21-11-2022

Signature:





K M BUILDERS

Opposite Moeinkutty Vaidyar Smarakam
Pandikkad, Kondotty, Malappuram -673638
kmbuilderskm@gmail.com

Date: 03-05-2023

APPOINTMENT LETTER

To
Mr. Adithya Raj B P
Aradhana, (PO)
koodali
Kannur dist.
670592
Mob: 9995641653

We are pleased to extend our offer of employment to you for the position of Site Supervisor at K M BUILDERS. We believe that your skills, qualifications, and experience make you an excellent fit for this role. We are excited to have you join our team and contribute to the success of our organization.

Job Title: Site Supervisor
Department: Construction
Reporting to: Shakeel Ahamed K M
Reporting place: K M BUILDERS,
Head Office,
Opposite Moeinkutty Vaidyar Smarakam
Pandikkad, Kondotty, Malappuram -673638

Start Date: 10/07/2023 at 10:00 am

Your starting salary will be RS.12000/month and other company benefits will be discussed upon acceptance of the signed appointment letter at our office during reporting time.

Terms of Employment: Your employment with K M BUILDERS is subject to the following terms and conditions:

1. Probationary Period: You will be on probation for a period of 3 months from your start date. During this time, your performance will be assessed to determine your suitability for the position.

2. Work Schedule: Your regular work hours will be 8AM to 6PM. However, you may be required to work additional hours or be on-call, as per the project requirements.
3. Termination: Either party may terminate the employment relationship by providing notice in writing with in one month, or by paying salary in lieu of notice, subject to applicable laws and regulations.
4. Code of Conduct: You are expected to adhere to our company's code of conduct and policies.

We believe that you will be a valuable addition to our team, and we look forward to working with you. To accept this offer, please sign and return a copy of this letter by date. If you have any questions or need further clarification, please feel free to contact K M BUILDERS at kmbuilderskm@gmail.com or 9847329624.

We are thrilled to have you join our organization and wish you a successful and rewarding career with K M BUILDERS.

Sincerely,

Faheem Mohammed K M
K M BUILDERS

Accepted By
Mr. Adithya Raj B P







K M BUILDERS

Opposite Moeinkutty Vaidyar Smarakam
Pandikkad, Kondotty, Malappuram -673638
kmbuilderskm@gmail.com

Date: 03-05-2023

APPOINTMENT LETTER

To
Mr. Akshay P
Kookkanam,
Karivellur,
Kannur dist.
Mob: 808049740

We are pleased to extend our offer of employment to you for the position of Site Supervisor at K M BUILDERS. We believe that your skills, qualifications, and experience make you an excellent fit for this role. We are excited to have you join our team and contribute to the success of our organization.

Job Title: Site Supervisor
Department: Construction
Reporting to: Shakeel Ahamed K M
Reporting place: K M BUILDERS,
Head Office,
Opposite Moeinkutty Vaidyar Smarakam
Pandikkad, Kondotty, Malappuram -673638

Start Date: 10/07/2023 at 10:00 am

Your starting salary will be RS.12000/month and other company benefits will be discussed upon acceptance of the signed appointment letter at our office during reporting time.

Terms of Employment: Your employment with K M BUILDERS is subject to the following terms and conditions:

1. Probationary Period: You will be on probation for a period of 3 months from your start date. During this time, your performance will be assessed to determine your suitability for the position.
2. Work Schedule: Your regular work hours will be 8AM to 6PM. However, you may be required to work additional hours or be on-call, as per the project requirements.

3. Termination: Either party may terminate the employment relationship by providing notice in writing with in one month, or by paying salary in lieu of notice, subject to applicable laws and regulations.
4. Code of Conduct: You are expected to adhere to our company's code of conduct and policies.

We believe that you will be a valuable addition to our team, and we look forward to working with you. To accept this offer, please sign and return a copy of this letter by date. If you have any questions or need further clarification, please feel free to contact K M BUILDERS at kmbuilderskm@gmail.com or 9847329624.

We are thrilled to have you join our organization and wish you a successful and rewarding career with K M BUILDERS.

Sincerely,

Faheem Mohammed K M
K M BUILDERS

Accepted By
Mr. Akshay P





Date: 14th Nov 2022

Dear ANAGHA PP

Welcome to Movate Technologies Private Limited (hereinafter referred to as "Movate" / the "Company"). With reference to your discussions with us, we understand that you are the kind of person that we are looking for to play a key role in helping to drive the business toward achieving its market potential and with such understanding, we are pleased to extend an offer of employment on the terms and conditions as stated herein.

Upon your joining the Company, you would be designated as **Trainee - Technical Support**. Please read these Terms and Conditions and signify your acceptance by signing at the designated space below.

PRIMARY TERMS AND CONDITIONS:

1. Please be specifically informed that this offer of employment is a conditional offer letter given to you based on the interview(s) and tests (if any) attended by you as part of the campus hiring process of Movate. You would receive the final offer letter only upon you meeting the following conditions:
 - a. you should complete a one hundred and twenty (120) hours of training under the Center of Excellence (CoE) initiative in your final year of your academic graduation.
 - b. $\geq 90\%$ attendance in Virtual Interactive Learning and Training (VILT)
 - c. Passing all training assessments with $>80\%$ threshold (upto 2 attempts would be provided to students for each module of training assessment. If you fail to clear in the first attempt, then you should clear all the training assessment modules in the second attempt. If you fail, you would not be considered eligible for final offer letter and recruitment process thereto.
 - d. 90% Lab Utilization
 - e. 90% E-Learning Completion
 - f. you are passing in all subjects of your academic graduation with minimum 60% percentage and within the scheduled original course duration.
 - g. In case, if it emerges after you join the training program of Movate that you have a backlog of subjects under your academic graduation and have not passed through, you should ensure completing the same within the scheduled original course duration to be eligible for selection to Movate.
 - h. You are completing and passing through necessary HR formalities, including but not limited to Background Verification.
2. Movate will have the absolute right and discretion to offer employment to you notwithstanding your successful completion of the training as stated in this conditional offer letter you passing your academic degree qualification and you meeting the requisite standards specified by Movate. Further, you agree that Movate offering employment to you will be purely based on business requirements of Movate.
3. **You shall not be eligible for or be paid any stipend** for the one hundred and twenty (120) hours of training that you undergo as part of the Center of Excellence initiative.
4. Please be specifically informed that this offer of employment is specific to projects that the Company may get from time to time from its existing or prospective clients, details of client and the project are confidential that shall be disclosed to you at the time of you joining the Company and subject to execution of appropriate Service Agreement, Confidentiality Agreement, and such other documents as part of on-boarding formalities.

MOVATE TECHNOLOGIES PRIVATE LIMITED
(FORMERLY KNOWN AS CSS CORP PRIVATE LIMITED)

CIN: U72900TN2000PTC115034

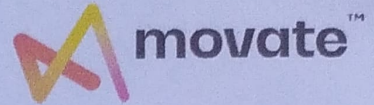
Regd. Address: 6th Floor, Ambit IT Park, No. 32A & B, Ambit Road, Ambattur Industrial Estate, Chennai - 600058, Tamil Nadu, India Tel: +91 44 6632 2000; www.csscorp.com

TERMS AND CONDITIONS:

1. **Gross Cost to Company:** The position includes a gross CTC of Rs.212000/- (Two Lakh Twelve Thousand Only) per annum, before deductions, as explained further in Annexure 1.
2. **Annual Guaranteed Compensation.** Your Annual Guaranteed Compensation will be Rs.188000/- (One Lakh Eighty-Eight Thousand Only).
3. **Annual Variable Compensation.** Depending on your and Company's performance, you would be entitled for an Annual Variable Compensation upto a maximum of Rs.24000/- (Twenty-Four Thousand Only). The Annual Variable Compensation shall be calculated on the Gross Cost to Company for each grade of employee and at the percentage mentioned in the Employee Handbook which you can access in Company's Intranet portal 'HIVE'. On your joining the Company, you undertake to go through Company's intranet and get familiar with all the applicable policies and processes of the Company.
4. **Other Benefits.** Upon you joining the Company, you will be positioned as Grade **JL 1B** in the Company which entitles you to certain other benefits. The details are enclosed in Annexure 1.
5. **Medical Insurance:** In accordance with the Company's policy, you and your family (one spouse & maximum 2 Children) will be covered under a Medical Insurance scheme, the benefits of which are enclosed in Annexure 1.
6. **Location:** Your initial place of work will be **Chennai**. However, your services are transferable, and you may be assigned after reasonable notice to any location in India or abroad where the Company or any one of its associates or customers, conducts business. While on transfer, you will be governed by the rules, regulations, and conditions of service of that location.
7. **Time Zones:** You shall be present in the office during normal working hours or in shifts or in different time zones like, US time zones/APAC/EMEA, as per the Project requirements that shall be communicated by the designated authority.
8. **Annual Leave;** You will be entitled to twenty-four (24) working days of leave per annum subject to prior approval by your reporting manager of the Company. On your joining, kindly refer to the Company's leave policy for further details in this regard. By agreeing to these terms and conditions, you agree to visit Company's intranet at periodic intervals and get familiarized with all the then applicable policies of the Company and any failure to do so shall not be an excuse not to comply with the same.
9. **E-mail ID & Contact Details:** You will need to communicate your personal e-mail ID, at the time of joining, such e-mail ID, so communicated by you, can be treated as the authenticated (without limiting the rights of the Company to notify / communicate to you through any other mode or e-mail IDs) e-mail address for any communication from you. You will also keep us informed in writing of any change in your residential address, civil or marital status and such other matters.
10. **Transport Facility:** In accordance with the Company's policy, company transport facility is available only for certain grades of employees working in US & UK time zones. If you wish to use this facility, a subsidized amount based on the distance would be deducted from your monthly salary. More details would be provided upon your joining.

MOVATE TECHNOLOGIES PRIVATE LIMITED
(FORMERLY KNOWN AS CSS CORP PRIVATE LIMITED)
CIN: U72900TN2000PTC115034

Regd. Address: 6th Floor, Ambit IT Park, No. 32A & B, Ambit Road, Ambattur Industrial Estate, Chennai - 600058,
Tamil Nadu, India Tel: +91 44 6632 2000; www.csscorp.com



11. **Probation:** You will be on probation for a period of six (6) months from the date of you joining the services of the Company, which may be extended by the Company at its discretion, including but not limited to for reasons such as non-completion of training(s) to the reasonable satisfaction of the Company. At the end of the probation period, your services with the Company would be confirmed subject to your performance meeting the requisite standards. During the probation period, either party may terminate employment by giving Two (2) month notice in writing or Two (2) month of gross CTC in lieu of notice. However, the Company reserves the right not to accept payment in lieu of the said notice and at its sole discretion enforce the notice period.
12. You should have your personal laptop/Desktop to ensure you complete all the relevant training modules and should complete the lab exercises to become eligible for the final selection.
13. **General:** The above terms and conditions are based on Company policies and other rules currently applicable in India and are subject to amendments, regulations of the Company as shall be in force. Only those authorized by a specific power of attorney may sign legal documents, representing the Company. In all service matters, including those not specifically covered here, such as Travel, Leave, Retirement, etc., you will be governed by the rules/policies of the Company framed from time to time.

As a token of acceptance of this offer letter, please sign the duplicate copy attached and return to the Company or confirm your acceptance by e-mail to SriMagesh.SrinivasaRao@csscorp.com on or before 2 business days else, this Offer letter stands void.

For Movate Technologies Private Limited

A handwritten signature in black ink, appearing to read 'P R Manikantan'.

P R Manikantan

Senior Director, Campus, and Institutional Alliances

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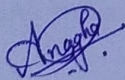
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DECLARATION

1. I understand that I have been offered the conditional offer on the basis that the particulars furnished by me in my application, resume or any other document are factually correct. If, at any time before or after the start/commencement of the center of excellence training program, it transpires/ comes to the notice or brought to the knowledge that I/undersigned have made a false/in-correct statement (or have not disclosed a material fact) sought from undersigned which Movate relied in good faith to admit me for the CoE training program, my selection shall be rendered null and void ab initio and liable to be terminated forthwith without seeking any explanation or clarification. I fully agree that I will not be considered for any certifications provided by Movate.
2. I understand that I am expected to clear the COE training program and to meet all the set performance evaluation criteria as may be decided by Movate from time to time, before I could be declared successful candidate to receive the final offer from Movate. I hereby agree and understand that if I don't clear all the assessments, I will be declared unsuccessful in the CoE training program, and no further attempt/ chance may be given to the undersigned, nor I the undersigned will have the right to question the correctness of the result declared by Movate. As a logical corollary, I will not be considered for absorption/ employment by with Movate.
3. I understand and agree that in case I absent myself without reporting or without proper reasons or decide to leave the CoE training program, I will not be considered for final offer and receive any certifications provided by Movate.
4. I understand and agree that my selection shall come to an end automatically, that too, without any notice and any time, in the eventuality if it is found that I have indulged in, including but not limited to, activities like dishonesty, disobedience, insubordination, revealing confidential material to any other party, misconduct or indiscipline. It is hereby understood and agreed that these instances are illustrative in nature and are not exhaustive. In such circumstances my conditional offer gets annulled, and I will not be considered for future employment with Movate and would not receive any certifications provided by Movate.
5. I understand that on joining Movate as an employee, I may be posted to any location within India, as per business requirements of Movate. I further understand that the decision taken by Movate in this regard would be final and binding on me.
6. I understand that Movate functions on a 24x7 work environment, and I am expected to work an average of 5 days a week or as per business requirements of Movate.
7. I am aware that I should possess a personal laptop/Desktop and I should complete all the relevant training modules and lab exercises to become eligible for the final selection.

The undersigned accepts the above conditional employment offer, agrees that it contains the terms of employment with MOVATE, and that there are no other terms, expressed or implied, except the terms and conditions incorporated by reference herein-above. By accepting this conditional employment offer, the undersigned is acknowledging that no prior employment obligations or other contractual restrictions exist which preclude employment with MOVATE. It is further understood that this offer is confidential and disclosure outside of the undersigned's family or financial, accounting, and/or legal advisers may result in termination of employment or withdrawal of this offer.

Accepted:



14/11/2022

Candidate Signature

Date

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Annexure 1 - Salary Working

Name : ANAGHA PP			
Designation: Trainee - Technical Support		Grade:	JL1B
Guaranteed Compensation	Explanatory Notes	Monthly	Annual
Basic Pay	30% of TGC	5960	71520
House Rent Allowance	50% of Basic Pay	2980	35760
Statutory Bonus	As per the Act	1192	14304
Special Allowance*	Balancing Component	4303	51637
Statutory Component			
Provident Fund (Employer Contribution)	As per the Act	1232	14779
Total Guaranteed Compensation (TGC)		15667	188000
Variable Component			
Variable Performance Pay**			24000
Gross Cost to Company (CTC)			212000
Graduation Bonus***			
10000			
Benefits			
Personal Accident Disability Insurance Cover			750000
Personal Accident Death Insurance Cover			1500000
Group Term Life Insurance Cover			1500000
Employee Deposit Link Insurance Cover			705000
Hospitalization Insurance for self (spouse & 2 dependent children)			200000
Gratuity as per prevailing rules			
Leave Encashment upon exit upto	60 days	Basic	
Explanatory Notes			
Statutory Deductions like: - Provident Fund, ESIC, Labour Welfare Fund, Income Tax & Profession Tax - As per applicable rules			
Special Allowance includes Flexi option - LTA, Meal Card and NPS Contribution			
*Tax Exemption on Flexi Option will be provided as per prevailing IT Rules on production of proofs.			
** All variable payments are eligible to be paid only if on rolls as on date of payment. VPP is payable on a monthly basis as per Company policy.			
***One time graduation Bonus is payable in two equal installments - 1st payment on completion of 6 months from DOJ and 2nd payment on completion of 12 months			

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Date: 14th Nov 2022

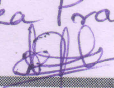
Dear ANAMIKA PRAKASH A

Welcome to Movate Technologies Private Limited (hereinafter referred to as "Movate" / the "Company"). With reference to your discussions with us, we understand that you are the kind of person that we are looking for to play a key role in helping to drive the business toward achieving its market potential and with such understanding, we are pleased to extend an offer of employment on the terms and conditions as stated herein.

Upon your joining the Company, you would be designated as **Trainee - Technical Support**. Please read these Terms and Conditions and signify your acceptance by signing at the designated space below.

PRIMARY TERMS AND CONDITIONS:

1. Please be specifically informed that this offer of employment is a conditional offer letter given to you based on the interview(s) and tests (if any) attended by you as part of the campus hiring process of Movate. You would receive the final offer letter only upon you meeting the following conditions:
 - a. you should complete a one hundred and twenty (120) hours of training under the Center of Excellence (CoE) initiative in your final year of your academic graduation.
 - b. $\geq 90\%$ attendance in Virtual Interactive Learning and Training (VILT)
 - c. Passing all training assessments with $>80\%$ threshold (upto 2 attempts would be provided to students for each module of training assessment. If you fail to clear in the first attempt, then you should clear all the training assessment modules in the second attempt. If you fail, you would not be considered eligible for final offer letter and recruitment process thereto.
 - d. 90% Lab Utilization
 - e. 90% E-Learning Completion
 - f. you are passing in all subjects of your academic graduation with minimum 60% percentage and within the scheduled original course duration.
 - g. In case, if it emerges after you join the training program of Movate that you have a backlog of subjects under your academic graduation and have not passed through, you should ensure completing the same within the scheduled original course duration to be eligible for selection to Movate.
 - h. You are completing and passing through necessary HR formalities, including but not limited to Background Verification.
2. Movate will have the absolute right and discretion to offer employment to you notwithstanding your successful completion of the training as stated in this conditional offer letter you passing your academic degree qualification and you meeting the requisite standards specified by Movate. Further, you agree that Movate offering employment to you will be purely based on business requirements of Movate.
3. **You shall not be eligible for or be paid any stipend** for the one hundred and twenty (120) hours of training that you undergo as part of the Center of Excellence initiative.
4. Please be specifically informed that this offer of employment is specific to projects that the Company may get from time to time from its existing or prospective clients, details of client and the project are confidential that shall be disclosed to you at the time of you joining the Company and subject to execution of appropriate Service Agreement, Confidentiality Agreement, and such other documents as part of on-boarding formalities.

Offer accepted.
Anamika Prakash A



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TERMS AND CONDITIONS:

- Gross Cost to Company:** The position includes a gross CTC of Rs.212000/- (Two Lakh Twelve Thousand Only) per annum, before deductions, as explained further in Annexure 1.
- Annual Guaranteed Compensation.** Your Annual Guaranteed Compensation will be Rs.188000/- (One Lakh Eighty-Eight Thousand Only).
- Annual Variable Compensation.** Depending on your and Company's performance, you would be entitled for an Annual Variable Compensation upto a maximum of Rs.24000/- (Twenty-Four Thousand Only). The Annual Variable Compensation shall be calculated on the Gross Cost to Company for each grade of employee and at the percentage mentioned in the Employee Handbook which you can access in Company's Intranet portal 'HIVE'. On your joining the Company, you undertake to go through Company's intranet and get familiar with all the applicable policies and processes of the Company.
- Other Benefits.** Upon you joining the Company, you will be positioned as Grade **JL 1B** in the Company which entitles you to certain other benefits. The details are enclosed in Annexure 1.
- Medical Insurance:** In accordance with the Company's policy, you and your family (one spouse & maximum 2 Children) will be covered under a Medical Insurance scheme, the benefits of which are enclosed in Annexure 1.
- Location:** Your initial place of work will be **Chennai**. However, your services are transferable, and you may be assigned after reasonable notice to any location in India or abroad where the Company or any one of its associates or customers, conducts business. While on transfer, you will be governed by the rules, regulations, and conditions of service of that location.
- Time Zones:** You shall be present in the office during normal working hours or in shifts or in different time zones like, US time zones/APAC/EMEA, as per the Project requirements that shall be communicated by the designated authority.
- Annual Leave:** You will be entitled to twenty-four (24) working days of leave per annum subject to prior approval by your reporting manager of the Company. On your joining, kindly refer to the Company's leave policy for further details in this regard. By agreeing to these terms and conditions, you agree to visit Company's intranet at periodic intervals and get familiarized with all the then applicable policies of the Company and any failure to do so shall not be an excuse not to comply with the same.
- E-mail ID & Contact Details:** You will need to communicate your personal e-mail ID, at the time of joining, such e-mail ID, so communicated by you, can be treated as the authenticated (without limiting the rights of the Company to notify / communicate to you through any other mode or e-mail IDs) e-mail address for any communication from you. You will also keep us informed in writing of any change in your residential address, civil or marital status and such other matters.
- Transport Facility:** In accordance with the Company's policy, company transport facility is available only for certain grades of employees working in US & UK time zones. If you wish to use this facility, a subsidized amount based on the distance would be deducted from your monthly salary. More details would be provided upon your joining.

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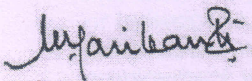
Ananika Prakash A


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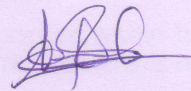
11. **Probation:** You will be on probation for a period of six (6) months from the date of you joining the services of the Company, which may be extended by the Company at its discretion, including but not limited to for reasons such as non-completion of training(s) to the reasonable satisfaction of the Company. At the end of the probation period, your services with the Company would be confirmed subject to your performance meeting the requisite standards. During the probation period, either party may terminate employment by giving Two (2) month notice in writing or Two (2) month of gross CTC in lieu of notice. However, the Company reserves the right not to accept payment in lieu of the said notice and at its sole discretion enforce the notice period.
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- As a token of acceptance of this offer letter, please sign the duplicate copy attached and return to the Company or confirm your acceptance by e-mail to SriMagesh.SrinivasaRao@csscorp.com on or before 2 business days else, this Offer letter stands void.

For Movate Technologies Private Limited



P R Manikantan

Senior Director, Campus, and Institutional Alliances

offer accepted
Anamika Prakash A


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DECLARATION

1. I understand that I have been offered the conditional offer on the basis that the particulars furnished by me in my application, resume or any other document are factually correct. If, at any time before or after the start/commencement of the center of excellence training program, it transpires/ comes to the notice or brought to the knowledge that I/undersigned have made a false/in-correct statement (or have not disclosed a material fact) sought from undersigned which Movate relied in good faith to admit me for the CoE training program, my selection shall be rendered null and void ab initio and liable to be terminated forthwith without seeking any explanation or clarification. I fully agree that I will not be considered for any certifications provided by Movate.
2. I understand that I am expected to clear the COE training program and to meet all the set performance evaluation criteria as may be decided by Movate from time to time, before I could be declared successful candidate to receive the final offer from Movate. I hereby agree and understand that if I don't clear all the assessments, I will be declared unsuccessful in the CoE training program, and no further attempt/ chance may be given to the undersigned, nor I the undersigned will have the right to question the correctness of the result declared by Movate. As a logical corollary, I will not be considered for absorption/ employment by with Movate.
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The undersigned accepts the above conditional employment offer, agrees that it contains the terms of employment with MOVATE, and that there are no other terms, expressed or implied, except the terms and conditions incorporated by reference herein-above. By accepting this conditional employment offer, the undersigned is acknowledging that no prior employment obligations or other contractual restrictions exist which preclude employment with MOVATE. It is further understood that this offer is confidential and disclosure outside of the undersigned's family or financial, accounting, and/or legal advisers may result in termination of employment or withdrawal of this offer.

Accepted: *Yes*

Candidate Signature



Date

14-11-2022

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Date: 14th Nov 2022

Dear DEVIKA C

Welcome to Movate Technologies Private Limited (hereinafter referred to as "Movate" / the "Company"). With reference to your discussions with us, we understand that you are the kind of person that we are looking for to play a key role in helping to drive the business toward achieving its market potential and with such understanding, we are pleased to extend an offer of employment on the terms and conditions as stated herein.

Upon your joining the Company, you would be designated as **Trainee - Technical Support**. Please read these Terms and Conditions and signify your acceptance by signing at the designated space below.

PRIMARY TERMS AND CONDITIONS:

1. Please be specifically informed that this offer of employment is a conditional offer letter given to you based on the interview(s) and tests (if any) attended by you as part of the campus hiring process of Movate. You would receive the final offer letter only upon you meeting the following conditions:
 - a. you should complete a one hundred and twenty (120) hours of training under the Center of Excellence (CoE) initiative in your final year of your academic graduation.
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3. **You shall not be eligible for or be paid any stipend** for the one hundred and twenty (120) hours of training that you undergo as part of the Center of Excellence initiative.
4. Please be specifically informed that this offer of employment is specific to projects that the Company may get from time to time from its existing or prospective clients, details of client and the project are confidential that shall be disclosed to you at the time of you joining the Company and subject to execution of appropriate Service Agreement, Confidentiality Agreement, and such other documents as part of on-boarding formalities.

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TERMS AND CONDITIONS:

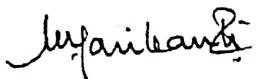
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9. **E-mail ID & Contact Details:** You will need to communicate your personal e-mail ID, at the time of joining, such e-mail ID, so communicated by you, can be treated as the authenticated (without limiting the rights of the Company to notify / communicate to you through any other mode or e-mail IDs) e-mail address for any communication from you. You will also keep us informed in writing of any change in your residential address, civil or marital status and such other matters.
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As a token of acceptance of this offer letter, please sign the duplicate copy attached and return to the Company or confirm your acceptance by e-mail to SriMagesh.SrinivasaRao@csscorp.com on or before 2 business days else, this Offer letter stands void.

For Movate Technologies Private Limited



P R Manikantan

Senior Director, Campus, and Institutional Alliances

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Tamil Nadu, India Tel: +91 44 6632 2000; www.csscorp.com

DECLARATION

1. I understand that I have been offered the conditional offer on the basis that the particulars furnished by me in my application, resume or any other document are factually correct. If, at any time before or after the start/commencement of the center of excellence training program, it transpires/ comes to the notice or brought to the knowledge that I/undersigned have made a false/in-correct statement (or have not disclosed a material fact) sought from undersigned which Movate relied in good faith to admit me for the CoE training program, my selection shall be rendered null and void ab initio and liable to be terminated forthwith without seeking any explanation or clarification. I fully agree that I will not be considered for any certifications provided by Movate.
2. I understand that I am expected to clear the COE training program and to meet all the set performance evaluation criteria as may be decided by Movate from time to time, before I could be declared successful candidate to receive the final offer from Movate. I hereby agree and understand that if I don't clear all the assessments, I will be declared unsuccessful in the CoE training program, and no further attempt/ chance may be given to the undersigned, nor I the undersigned will have the right to question the correctness of the result declared by Movate. As a logical corollary, I will not be considered for absorption/ employment by with Movate.
3. I understand and agree that in case I absent myself without reporting or without proper reasons or decide to leave the CoE training program, I will not be considered for final offer and receive any certifications provided by Movate.
4. I understand and agree that my selection shall come to an end automatically, that too, without any notice and any time, in the eventuality if it is found that I have indulged in, including but not limited to, activities like dishonesty, disobedience, insubordination, revealing confidential material to any other party, misconduct or indiscipline. It is hereby understood and agreed that these instances are illustrative in nature and are not exhaustive. In such circumstances my conditional offer gets annulled, and I will not be considered for future employment with Movate and would not receive any certifications provided by Movate.
5. I understand that on joining Movate as an employee, I may be posted to any location within India, as per business requirements of Movate. I further understand that the decision taken by Movate in this regard would be final and binding on me.
6. I understand that Movate functions on a 24x7 work environment, and I am expected to work an average of 5 days a week or as per business requirements of Movate.
7. I am aware that I should possess a personal laptop/Desktop and I should complete all the relevant training modules and lab exercises to become eligible for the final selection.

The undersigned accepts the above conditional employment offer, agrees that it contains the terms of employment with MOVATE, and that there are no other terms, expressed or implied, except the terms and conditions incorporated by reference herein-above. By accepting this conditional employment offer, the undersigned is acknowledging that no prior employment obligations or other contractual restrictions exist which preclude employment with MOVATE. It is further understood that this offer is confidential and disclosure outside of the undersigned's family or financial, accounting, and/or legal advisers may result in termination of employment or withdrawal of this offer.

Accepted:

DEVIKA. C



Candidate Signature

Date

14/11/2022

MOVATE TECHNOLOGIES PRIVATE LIMITED
(FORMERLY KNOWN AS CSS CORP PRIVATE LIMITED)
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Date: 16th Nov 2022

Dear MOHAMMED RAZI RIYAZ

Welcome to Movate Technologies Private Limited (hereinafter referred to as "Movate" / the "Company"). With reference to your discussions with us, we understand that you are the kind of person that we are looking for to play a key role in helping to drive the business toward achieving its market potential and with such understanding, we are pleased to extend an offer of employment on the terms and conditions as stated herein.

Upon your joining the Company, you would be designated as **Engineer Trainee-Networking**. Please read these Terms and Conditions and signify your acceptance by signing at the designated space below.

PRIMARY TERMS AND CONDITIONS:

1. Please be specifically informed that this offer of employment is a conditional offer letter given to you based on the interview(s) and tests (if any) attended by you as part of the campus hiring process of Movate. You would receive the final offer letter only upon you meeting the following conditions:
 - a. you should complete a one hundred and twenty (120) hours of training under the Center of Excellence (CoE) initiative in your final year of your academic graduation.
 - b. $\geq 90\%$ attendance in Virtual Interactive Learning and Training (VILT)
 - c. Passing all training assessments with $>80\%$ threshold (upto 2 attempts would be provided to students for each module of training assessment. If you fail to clear in the first attempt, then you should clear all the training assessment modules in the second attempt. If you fail, you would not be considered eligible for final offer letter and recruitment process thereto.
 - d. 90% Lab Utilization
 - e. 90% E-Learning Completion
 - f. you are passing in all subjects of your academic graduation with minimum 70% percentage and within the scheduled original course duration.
 - g. In case, if it emerges after you are joining the training program of Movate that you have a backlog of subjects under your academic graduation and have not passed through, you should ensure completing the same within the scheduled original course duration to be eligible for selection to Movate.
 - h. You are completing and passing through necessary HR formalities, including but not limited to Background Verification.
2. Movate will have the absolute right and discretion to offer employment to you notwithstanding your successful completion of the training as stated in this conditional offer letter, you passing your academic degree qualification and you meeting the requisite standards specified by Movate. Further, you agree that Movate offering employment to you will be purely based on business requirements of Movate.
3. **You shall not be eligible for or paid any stipend** for the one hundred and twenty (120) hours of training that you undergo as part of the Center of Excellence initiative.
4. Please be specifically informed that this offer of employment is specific to projects that the Company may get from time to time from its existing or prospective clients, details of client and the project are confidential that shall be disclosed to you at the time of you joining the Company and subject to execution of appropriate Service Agreement, Confidentiality Agreement, and such other documents as part of on-boarding formalities.

Offer Accepted
Mohammed Razi Riyaz 

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subsidized amount based on the distance would be deducted from your monthly salary. More details would be provided upon your joining.

11. **Probation:** You will be on probation for a period of six (6) months from the date of you joining the services of the Company, which may be extended by the Company at its discretion, including but not limited to for reasons such as non-completion of training(s) to the reasonable satisfaction of the Company. At the end of the probation period, your services with the Company would be confirmed subject to your performance meeting the requisite standards. During the probation period, either party may terminate employment by giving Two (2) month notice in writing or Two (2) month of gross CTC in lieu of notice. However, the Company reserves the right not to accept payment in lieu of the said notice and at its sole discretion enforce the notice period.
12. On being given with final offer letter and you accepting the same and joining Movate, you must sign a "24-month service agreement" which will be effective, from the first day of your employment with Movate.
13. You should have your personal laptop/Desktop to ensure you complete all the relevant training modules and should complete the lab exercises to become eligible for the final selection.
14. **General:** The above terms and conditions are based on Company policies and other rules currently applicable in India and are subject to amendments, regulations of the Company as shall be in force. Only those authorized by a specific power of attorney may sign legal documents, representing the Company. In all service matters, including those not specifically covered here, such as Travel, Leave, Retirement, etc., you will be governed by the rules/policies of the Company framed from time to time.

As a token of acceptance of this offer letter, please sign the duplicate copy attached and return to the Company or confirm your acceptance by e-mail to SriMagesh.SrinivasaRao@csscorp.com on or before 2 business days else, this Offer letter stands void.

For Movate Technologies Private Limited



P R Manikantan

Senior Director, Campus, and Institutional Alliances

Offer Accepted

Mahammed Razi Riaz 

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TERMS AND CONDITIONS:

1. **Gross Cost to Company:** The position includes a gross CTC of **Rs.3,20,000/- (Rupees Three Lakh Twenty Thousand only)** per annum, before deductions, as explained further in Annexure 1. Subject to and on your successful completion of mandatory 'on project training', completion of probationary period and clearance of client assessment on your progress, your annual compensation may be increased by the Company, at its sole discretion, to **Rs 3,75,000 /- (Rupees Three Lakh Seventy-Five Thousand Only)**.
2. **Annual Guaranteed Compensation.** Your Annual Guaranteed Compensation will be **Rs.3,04,000/- (Rupees Three Lakh Four Thousand Only)**.
3. **Annual Variable Compensation.** Depending on your and Company's performance, you would be entitled for an Annual Variable Compensation upto a maximum of **Rs.16,000/- (Rupees Sixteen Thousand Only)**. The Annual Variable Compensation shall be calculated on the GrossCost to Company for each grade of employee and at the percentage mentioned in the Employee Handbook which you can access in Company's Intranet portal 'HIVE'. On your joining the Company, you undertake to go through Company's Intranet and get familiar with all the applicable policies and processes of the Company.
4. **Other Benefits.** Upon you joining the Company, you will be positioned as Grade **JL 1B** in the Company which entitles you to certain other benefits. The details are enclosed in Annexure 1.
5. **Medical Insurance:** In accordance with the Company's policy, you and your family (one spouse & maximum 2 Children) will be covered under a Medical Insurance scheme, the benefits of which are enclosed in Annexure 1.
6. **Location:** Your initial place of work will be **Chennai**. However, your services are transferable, and you may be assigned after reasonable notice to any location in India or abroad where the Company or any one of its associates or customers, conducts business. While on transfer, you will be governed by the rules, regulations, and conditions of service of that location.
7. **Time Zones:** You shall be present in the office during normal working hours or in shifts or in different time zones like, US time zones/APAC/EMEA, as per the Project requirements that shall be communicated by the designated authority.
8. **Annual Leave:** You will be entitled to twenty-four (24) working days of leave per annum subject to prior approval by your reporting manager of the Company. On your joining, kindly refer to the Company's leave policy for further details in this regard. By agreeing to these terms and conditions, you agree to visit Company's intranet at periodic intervals and get familiarized with all the then applicable policies of the Company and any failure to do so shall not be an excuse not to comply with the same.
9. **E-mail ID & Contact Details:** You will need to communicate your personal e-mail ID, at the time of joining, such e-mail ID, so communicated by you, can be treated as the authenticated (without limiting the rights of the Company to notify / communicate to you through any other mode or e-mail IDs) e-mail address for any communication from you. You will also keep us informed in writing of any change in your residential address, civil or marital status and such other matters.
10. **Transport Facility:** In accordance with the Company's policy, company transport facility is available only for certain grades of employees working in US & UK time zones. If you wish to use this facility, a

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Offer Accepted
Mahammed Rezi Riyaz


DECLARATION

1. I understand that I have been offered the conditional offer on the basis that the particulars furnished by me in my application, resume or any other document are factually correct. If, at any time before or after the start/commencement of the center of excellence training program, it transpires/ comes to the notice or brought to the knowledge that I/undersigned have made a false/in-correct statement (or have not disclosed a material fact) sought from undersigned which Movate relied in good faith to admit me for the CoE training program, my selection shall be rendered null and void ab initio and liable to be terminated forthwith without seeking any explanation or clarification. I fully agree that I will not be considered for any certifications provided by Movate.
2. I understand that I am expected to clear and to meet all the set performance evaluation criteria as may be decided by Movate from time to time, before I could be declared successful candidate to receive the final offer from Movate. I hereby agree and understand that if I don't clear all the assessments, I will be declared unsuccessful in the CoE training program, and no further attempt/ chance may be given to the undersigned, nor I the undersigned will have the right to question the correctness of the result declared by Movate. As a logical corollary, I will not be considered for absorption/ employment by with Movate.
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Accepted: *Yes*

Candidate Signature



Date

16.11.22

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Date: 16th Nov 2022

Dear RANJUL ARUMADI

Welcome to Movate Technologies Private Limited (hereinafter referred to as "Movate" / the "Company"). With reference to your discussions with us, we understand that you are the kind of person that we are looking for to play a key role in helping to drive the business toward achieving its market potential and with such understanding, we are pleased to extend an offer of employment on the terms and conditions as stated herein.

Upon your joining the Company, you would be designated as **Engineer Trainee-Networking**. Please read these Terms and Conditions and signify your acceptance by signing at the designated space below.

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 - g. In case, if it emerges after you are joining the training program of Movate that you have a backlog of subjects under your academic graduation and have not passed through, you should ensure completing the same within the scheduled original course duration to be eligible for selection to Movate.
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- 9. E-mail ID & Contact Details:** You will need to communicate your personal e-mail ID, at the time of joining, such e-mail ID, so communicated by you, can be treated as the authenticated (without limiting the rights of the Company to notify / communicate to you through any other mode or e-mail IDs) e-mail address for any communication from you. You will also keep us informed in writing of any change in your residential address, civil or marital status and such other matters.
- 10. Transport Facility:** In accordance with the Company's policy, company transport facility is available only for certain grades of employees working in US & UK time zones. If you wish to use this facility, a

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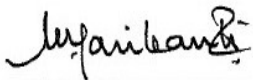
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12. On being given with final offer letter and you accepting the same and joining Movate, you must sign a "24-month service agreement" which will be effective, from the first day of your employment with Movate.
13. You should have your personal laptop/Desktop to ensure you complete all the relevant training modules and should complete the lab exercises to become eligible for the final selection.
14. **General:** The above terms and conditions are based on Company policies and other rules currently applicable in India and are subject to amendments, regulations of the Company as shall be in force. Only those authorized by a specific power of attorney may sign legal documents, representing the Company. In all service matters, including those not specifically covered here, such as Travel, Leave, Retirement, etc., you will be governed by the rules/policies of the Company framed from time to time.

As a token of acceptance of this offer letter, please sign the duplicate copy attached and return to the Company or confirm your acceptance by e-mail to SriMagesh.SrinivasaRao@csscorp.com on or before 2 business days else, this Offer letter stands void.

For Movate Technologies Private Limited

A handwritten signature in black ink, appearing to read 'P R Manikantan', with a stylized flourish at the end.

P R Manikantan

Senior Director, Campus, and Institutional Alliances

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DECLARATION

1. I understand that I have been offered the conditional offer on the basis that the particulars furnished by me in my application, resume or any other document are factually correct. If, at any time before or after the start/commencement of the center of excellence training program, it transpires/ comes to the notice or brought to the knowledge that I/undersigned have made a false/in-correct statement (or have not disclosed a material fact) sought from undersigned which Movate relied in good faith to admit me for the CoE training program, my selection shall be rendered null and void ab initio and liable to be terminated forthwith without seeking any explanation or clarification. I fully agree that I will not be considered for any certifications provided by Movate.
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6. I understand that Movate functions on a 24x7 work environment, and I am expected to work an average of 5 days a week or as per business requirements of Movate.
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Accepted:

Candidate Signature

Date

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**Annexure -1
Salary Working**

Name:	RANJUL ARUMADI			
Designation:	Engineer Trainee-Networking	Grade:	JL 1B	
	Explanatory Notes	Monthly	Annual	
Guaranteed Compensation				
Basic Pay	30%	On TGC	7,600	91,200
House Rent Allowance	50%	On Basic	3,800	45,600
Statutory Bonus	As per the Act		1,520	18,240
Special Allowance*	Balancing Component		10,613	127,360
Statutory Benefits				
Provident Fund (Employer Contribution)	As per the Act		1,800	21,600
Total Guaranteed Compensation (TGC)			25,333	304,000
Variable Compensation				
Variable Performance Pay (VPP)	5%	On CTC		16,000
Total Variable Compensation**				16,000
Gross Cost to Company (CTC)				320,000
Allowances				
Night Shift Allowance (US)	22 days		3,300	39,600
Total Allowances				39,600
Benefits				
Personal Accident Disability Cover				750,000
Accidental Death Cover				1,500,000
Group Term Life Insurance Cover				1,500,000
Employee Direct Linked Insurance Cover				705,000
Hospitalization Insurance for Self, Spouse & 2 Dependent children				200,000
Gratuity as per prevailing rules				
Leave Encashment upon exit up to	60 days	Basic		
Deductions				
Statutory Deductions like: - Provident Fund, ESIC, Labour Welfare Fund, Income Tax & Profession Tax - As per applicable rules				
*Special Allowance includes Flexi option - LTA, Meal Card and NPS Contribution				
**Tax Exemption on Flexi Option will be provided as per prevailing IT Rules on production of proofs.				
** As per current policy all variable payments are eligible to be paid only if on rolls as on date of payment.				
** Variable Performance Pay (VPP) will be paid twice in a year (i.e.) October and April based on the Individual and Company's performance.				

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Date: 12th Nov 2022

Dear SAISHNA SHAMEJ

Welcome to Movate Technologies Private Limited (hereinafter referred to as "Movate" / the "Company"). With reference to your discussions with us, we understand that you are the kind of person that we are looking for to play a key role in helping to drive the business toward achieving its market potential and with such understanding, we are pleased to extend an offer of employment on the terms and conditions as stated herein.

Upon your joining the Company, you would be designated as **Trainee - Technical Support**. Please read these Terms and Conditions and signify your acceptance by signing at the designated space below.

PRIMARY TERMS AND CONDITIONS:

1. Please be specifically informed that this offer of employment is a conditional offer letter given to you based on the interview(s) and tests (if any) attended by you as part of the campus hiring process of Movate. You would receive the final offer letter only upon you meeting the following conditions:
 - a. you should complete a one hundred and twenty (120) hours of training under the Center of Excellence (CoE) initiative in your final year of your academic graduation.
 - b. $\geq 90\%$ attendance in Virtual Interactive Learning and Training (VILT)
 - c. Passing all training assessments with $>80\%$ threshold (upto 2 attempts would be provided to students for each module of training assessment. If you fail to clear in the first attempt, then you should clear all the training assessment modules in the second attempt. If you fail, you would not be considered eligible for final offer letter and recruitment process thereto.
 - d. 90% Lab Utilization
 - e. 90% E-Learning Completion
 - f. you are passing in all subjects of your academic graduation with minimum 60% percentage and within the scheduled original course duration.
 - g. In case, if it emerges after you join the training program of Movate that you have a backlog of subjects under your academic graduation and have not passed through, you should ensure completing the same within the scheduled original course duration to be eligible for selection to Movate.
 - h. You are completing and passing through necessary HR formalities, including but not limited to Background Verification.
2. Movate will have the absolute right and discretion to offer employment to you notwithstanding your successful completion of the training as stated in this conditional offer letter you passing your academic degree qualification and you meeting the requisite standards specified by Movate. Further, you agree that Movate offering employment to you will be purely based on business requirements of Movate.
3. **You shall not be eligible for or be paid any stipend** for the one hundred and twenty (120) hours of training that you undergo as part of the Center of Excellence initiative.
4. Please be specifically informed that this offer of employment is specific to projects that the Company may get from time to time from its existing or prospective clients, details of client and the project are confidential that shall be disclosed to you at the time of you joining the Company and subject to execution of appropriate Service Agreement, Confidentiality Agreement, and such other documents as part of on-boarding formalities.

MOVATE TECHNOLOGIES PRIVATE LIMITED
(FORMERLY KNOWN AS CSS CORP PRIVATE LIMITED)
CIN: U72900TN2000PTC115034

Regd. Address: 6th Floor, Ambit IT Park, No. 32A & B, Ambit Road, Ambattur Industrial Estate, Chennai - 600058,
Tamil Nadu, India Tel: +91 44 6632 2000; www.csscorp.com

TERMS AND CONDITIONS:

- Gross Cost to Company:** The position includes a gross CTC of Rs.212000/- (Two Lakh Twelve Thousand Only) per annum, before deductions, as explained further in Annexure 1.
- Annual Guaranteed Compensation.** Your Annual Guaranteed Compensation will be Rs.188000/- (One Lakh Eighty-Eight Thousand Only).
- Annual Variable Compensation.** Depending on your and Company's performance, you would be entitled for an Annual Variable Compensation upto a maximum of Rs.24000/- (Twenty-Four Thousand Only). The Annual Variable Compensation shall be calculated on the Gross Cost to Company for each grade of employee and at the percentage mentioned in the Employee Handbook which you can access in Company's Intranet portal 'HIVE'. On your joining the Company, you undertake to go through Company's intranet and get familiar with all the applicable policies and processes of the Company.
- Other Benefits.** Upon you joining the Company, you will be positioned as Grade **JL 1B** in the Company which entitles you to certain other benefits. The details are enclosed in Annexure 1.
- Medical Insurance:** In accordance with the Company's policy, you and your family (one spouse & maximum 2 Children) will be covered under a Medical Insurance scheme, the benefits of which are enclosed in Annexure 1.
- Location:** Your initial place of work will be **Chennai**. However, your services are transferable, and you may be assigned after reasonable notice to any location in India or abroad where the Company or any one of its associates or customers, conducts business. While on transfer, you will be governed by the rules, regulations, and conditions of service of that location.
- Time Zones:** You shall be present in the office during normal working hours or in shifts or in different time zones like, US time zones/APAC/EMEA, as per the Project requirements that shall be communicated by the designated authority.
- Annual Leave:** You will be entitled to twenty-four (24) working days of leave per annum subject to prior approval by your reporting manager of the Company. On your joining, kindly refer to the Company's leave policy for further details in this regard. By agreeing to these terms and conditions, you agree to visit Company's intranet at periodic intervals and get familiarized with all the then applicable policies of the Company and any failure to do so shall not be an excuse not to comply with the same.
- E-mail ID & Contact Details:** You will need to communicate your personal e-mail ID, at the time of joining, such e-mail ID, so communicated by you, can be treated as the authenticated (without limiting the rights of the Company to notify / communicate to you through any other mode or e-mail IDs) e-mail address for any communication from you. You will also keep us informed in writing of any change in your residential address, civil or marital status and such other matters.
- Transport Facility:** In accordance with the Company's policy, company transport facility is available only for certain grades of employees working in US & UK time zones. If you wish to use this facility, a subsidized amount based on the distance would be deducted from your monthly salary. More details would be provided upon your joining.

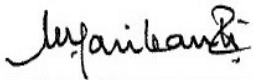
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11. **Probation:** You will be on probation for a period of six (6) months from the date of you joining the services of the Company, which may be extended by the Company at its discretion, including but not limited to for reasons such as non-completion of training(s) to the reasonable satisfaction of the Company. At the end of the probation period, your services with the Company would be confirmed subject to your performance meeting the requisite standards. During the probation period, either party may terminate employment by giving Two (2) month notice in writing or Two (2) month of gross CTC in lieu of notice. However, the Company reserves the right not to accept payment in lieu of the said notice and at its sole discretion enforce the notice period.
12. You should have your personal laptop/Desktop to ensure you complete all the relevant training modules and should complete the lab exercises to become eligible for the final selection.
13. **General:** The above terms and conditions are based on Company policies and other rules currently applicable in India and are subject to amendments, regulations of the Company as shall be in force. Only those authorized by a specific power of attorney may sign legal documents, representing the Company. In all service matters, including those not specifically covered here, such as Travel, Leave, Retirement, etc., you will be governed by the rules/policies of the Company framed from time to time.

As a token of acceptance of this offer letter, please sign the duplicate copy attached and return to the Company or confirm your acceptance by e-mail to SriMagesh.SrinivasaRao@csscorp.com on or before 2 business days else, this Offer letter stands void.

For Movate Technologies Private Limited

A handwritten signature in black ink, appearing to read 'P R Manikantan'.

P R Manikantan

Senior Director, Campus, and Institutional Alliances

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DECLARATION

1. I understand that I have been offered the conditional offer on the basis that the particulars furnished by me in my application, resume or any other document are factually correct. If, at any time before or after the start/commencement of the center of excellence training program, it transpires/ comes to the notice or brought to the knowledge that I/undersigned have made a false/in-correct statement (or have not disclosed a material fact) sought from undersigned which Movate relied in good faith to admit me for the CoE training program, my selection shall be rendered null and void ab initio and liable to be terminated forthwith without seeking any explanation or clarification. I fully agree that I will not be considered for any certifications provided by Movate.
2. I understand that I am expected to clear the COE training program and to meet all the set performance evaluation criteria as may be decided by Movate from time to time, before I could be declared successful candidate to receive the final offer from Movate. I hereby agree and understand that if I don't clear all the assessments, I will be declared unsuccessful in the CoE training program, and no further attempt/ chance may be given to the undersigned, nor I the undersigned will have the right to question the correctness of the result declared by Movate. As a logical corollary, I will not be considered for absorption/ employment by with Movate.
3. I understand and agree that in case I absent myself without reporting or without proper reasons or decide to leave the CoE training program, I will not be considered for final offer and receive any certifications provided by Movate.
4. I understand and agree that my selection shall come to an end automatically, that too, without any notice and any time, in the eventuality if it is found that I have indulged in, including but not limited to, activities like dishonesty, disobedience, insubordination, revealing confidential material to any other party, misconduct or indiscipline. It is hereby understood and agreed that these instances are illustrative in nature and are not exhaustive. In such circumstances my conditional offer gets annulled, and I will not be considered for future employment with Movate and would not receive any certifications provided by Movate.
5. I understand that on joining Movate as an employee, I may be posted to any location within India, as per business requirements of Movate. I further understand that the decision taken by Movate in this regard would be final and binding on me.
6. I understand that Movate functions on a 24x7 work environment, and I am expected to work an average of 5 days a week or as per business requirements of Movate.
7. I am aware that I should possess a personal laptop/Desktop and I should complete all the relevant training modules and lab exercises to become eligible for the final selection.

The undersigned accepts the above conditional employment offer, agrees that it contains the terms of employment with MOVATE, and that there are no other terms, expressed or implied, except the terms and conditions incorporated by reference herein-above. By accepting this conditional employment offer, the undersigned is acknowledging that no prior employment obligations or other contractual restrictions exist which preclude employment with MOVATE. It is further understood that this offer is confidential and disclosure outside of the undersigned's family or financial, accounting, and/or legal advisers may result in termination of employment or withdrawal of this offer.

Accepted:

Candidate Signature

Date

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Annexure 1 - Salary Working

Name : SAISHNA SHAMEJ			
Designation: Trainee - Technical Support		Grade:	JL1B
Guaranteed Compensation	Explanatory Notes	Monthly	Annual
Basic Pay	30% of TGC	5960	71520
House Rent Allowance	50% of Basic Pay	2980	35760
Statutory Bonus	As per the Act	1192	14304
Special Allowance*	Balancing Component	4303	51637
Statutory Component			
Provident Fund (Employer Contribution)	As per the Act	1232	14779
Total Guaranteed Compensation (TGC)		15667	188000
Variable Component			
Variable Performance Pay**			24000
Gross Cost to Company (CTC)			212000
Graduation Bonus***			10000
Benefits			
Personal Accident Disability Insurance Cover			750000
Personal Accident Death Insurance Cover			1500000
Group Term Life Insurance Cover			1500000
Employee Deposit Link Insurance Cover			705000
Hospitalization Insurance for self (spouse & 2 dependent children)			200000
Gratuity as per prevailing rules			
Leave Encashment upon exit upto	60 days	Basic	
Explanatory Notes			
Statutory Deductions like: - Provident Fund, ESIC, Labour Welfare Fund, Income Tax & Profession Tax - As per applicable rules			
Special Allowance includes Flexi option - LTA, Meal Card and NPS Contribution			
*Tax Exemption on Flexi Option will be provided as per prevailing IT Rules on production of proofs.			
** All variable payments are eligible to be paid only if on rolls as on date of payment. VPP is payable on a monthly basis as per Company policy.			
***One time graduation Bonus is payable in two equal installments - 1st payment on completion of 6 months from DOJ and 2nd payment on completion of 12 months			

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Date: 12th Nov 2022

Dear VISMAYA VINOTH KUMAR

Welcome to Movate Technologies Private Limited (hereinafter referred to as "Movate" / the "Company"). With reference to your discussions with us, we understand that you are the kind of person that we are looking for to play a key role in helping to drive the business toward achieving its market potential and with such understanding, we are pleased to extend an offer of employment on the terms and conditions as stated herein.

Upon your joining the Company, you would be designated as **Trainee - Technical Support**. Please read these Terms and Conditions and signify your acceptance by signing at the designated space below.

PRIMARY TERMS AND CONDITIONS:

1. Please be specifically informed that this offer of employment is a conditional offer letter given to you based on the interview(s) and tests (if any) attended by you as part of the campus hiring process of Movate. You would receive the final offer letter only upon you meeting the following conditions:
 - a. you should complete a one hundred and twenty (120) hours of training under the Center of Excellence (CoE) initiative in your final year of your academic graduation.
 - b. $\geq 90\%$ attendance in Virtual Interactive Learning and Training (VILT)
 - c. Passing all training assessments with $>80\%$ threshold (upto 2 attempts would be provided to students for each module of training assessment. If you fail to clear in the first attempt, then you should clear all the training assessment modules in the second attempt. If you fail, you would not be considered eligible for final offer letter and recruitment process thereto.
 - d. 90% Lab Utilization
 - e. 90% E-Learning Completion
 - f. you are passing in all subjects of your academic graduation with minimum 60% percentage and within the scheduled original course duration.
 - g. In case, if it emerges after you join the training program of Movate that you have a backlog of subjects under your academic graduation and have not passed through, you should ensure completing the same within the scheduled original course duration to be eligible for selection to Movate.
 - h. You are completing and passing through necessary HR formalities, including but not limited to Background Verification.
2. Movate will have the absolute right and discretion to offer employment to you notwithstanding your successful completion of the training as stated in this conditional offer letter you passing your academic degree qualification and you meeting the requisite standards specified by Movate. Further, you agree that Movate offering employment to you will be purely based on business requirements of Movate.
3. **You shall not be eligible for or be paid any stipend** for the one hundred and twenty (120) hours of training that you undergo as part of the Center of Excellence initiative.
4. Please be specifically informed that this offer of employment is specific to projects that the Company may get from time to time from its existing or prospective clients, details of client and the project are confidential that shall be disclosed to you at the time of you joining the Company and subject to execution of appropriate Service Agreement, Confidentiality Agreement, and such other documents as part of on-boarding formalities.

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2. **Annual Guaranteed Compensation.** Your Annual Guaranteed Compensation will be Rs.188000/- (One Lakh Eighty-Eight Thousand Only).
3. **Annual Variable Compensation.** Depending on your and Company's performance, you would be entitled for an Annual Variable Compensation upto a maximum of Rs.24000/- (Twenty-Four Thousand Only). The Annual Variable Compensation shall be calculated on the Gross Cost to Company for each grade of employee and at the percentage mentioned in the Employee Handbook which you can access in Company's Intranet portal 'HIVE'. On your joining the Company, you undertake to go through Company's intranet and get familiar with all the applicable policies and processes of the Company.
4. **Other Benefits.** Upon you joining the Company, you will be positioned as Grade **JL 1B** in the Company which entitles you to certain other benefits. The details are enclosed in Annexure 1.
5. **Medical Insurance:** In accordance with the Company's policy, you and your family (one spouse & maximum 2 Children) will be covered under a Medical Insurance scheme, the benefits of which are enclosed in Annexure 1.
6. **Location:** Your initial place of work will be **Chennai**. However, your services are transferable, and you may be assigned after reasonable notice to any location in India or abroad where the Company or any one of its associates or customers, conducts business. While on transfer, you will be governed by the rules, regulations, and conditions of service of that location.
7. **Time Zones:** You shall be present in the office during normal working hours or in shifts or in different time zones like, US time zones/APAC/EMEA, as per the Project requirements that shall be communicated by the designated authority.
8. **Annual Leave:** You will be entitled to twenty-four (24) working days of leave per annum subject to prior approval by your reporting manager of the Company. On your joining, kindly refer to the Company's leave policy for further details in this regard. By agreeing to these terms and conditions, you agree to visit Company's intranet at periodic intervals and get familiarized with all the then applicable policies of the Company and any failure to do so shall not be an excuse not to comply with the same.
9. **E-mail ID & Contact Details:** You will need to communicate your personal e-mail ID, at the time of joining, such e-mail ID, so communicated by you, can be treated as the authenticated (without limiting the rights of the Company to notify / communicate to you through any other mode or e-mail IDs) e-mail address for any communication from you. You will also keep us informed in writing of any change in your residential address, civil or marital status and such other matters.
10. **Transport Facility:** In accordance with the Company's policy, company transport facility is available only for certain grades of employees working in US & UK time zones. If you wish to use this facility, a subsidized amount based on the distance would be deducted from your monthly salary. More details would be provided upon your joining.

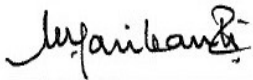
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11. **Probation:** You will be on probation for a period of six (6) months from the date of you joining the services of the Company, which may be extended by the Company at its discretion, including but not limited to for reasons such as non-completion of training(s) to the reasonable satisfaction of the Company. At the end of the probation period, your services with the Company would be confirmed subject to your performance meeting the requisite standards. During the probation period, either party may terminate employment by giving Two (2) month notice in writing or Two (2) month of gross CTC in lieu of notice. However, the Company reserves the right not to accept payment in lieu of the said notice and at its sole discretion enforce the notice period.
12. You should have your personal laptop/Desktop to ensure you complete all the relevant training modules and should complete the lab exercises to become eligible for the final selection.
13. **General:** The above terms and conditions are based on Company policies and other rules currently applicable in India and are subject to amendments, regulations of the Company as shall be in force. Only those authorized by a specific power of attorney may sign legal documents, representing the Company. In all service matters, including those not specifically covered here, such as Travel, Leave, Retirement, etc., you will be governed by the rules/policies of the Company framed from time to time.

As a token of acceptance of this offer letter, please sign the duplicate copy attached and return to the Company or confirm your acceptance by e-mail to SriMagesh.SrinivasaRao@csscorp.com on or before 2 business days else, this Offer letter stands void.

For Movate Technologies Private Limited

A handwritten signature in black ink, appearing to read 'P R Manikantan', written in a cursive style.

P R Manikantan

Senior Director, Campus, and Institutional Alliances

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DECLARATION

1. I understand that I have been offered the conditional offer on the basis that the particulars furnished by me in my application, resume or any other document are factually correct. If, at any time before or after the start/commencement of the center of excellence training program, it transpires/ comes to the notice or brought to the knowledge that I/undersigned have made a false/in-correct statement (or have not disclosed a material fact) sought from undersigned which Movate relied in good faith to admit me for the CoE training program, my selection shall be rendered null and void ab initio and liable to be terminated forthwith without seeking any explanation or clarification. I fully agree that I will not be considered for any certifications provided by Movate.
2. I understand that I am expected to clear the COE training program and to meet all the set performance evaluation criteria as may be decided by Movate from time to time, before I could be declared successful candidate to receive the final offer from Movate. I hereby agree and understand that if I don't clear all the assessments, I will be declared unsuccessful in the CoE training program, and no further attempt/ chance may be given to the undersigned, nor I the undersigned will have the right to question the correctness of the result declared by Movate. As a logical corollary, I will not be considered for absorption/ employment by with Movate.
3. I understand and agree that in case I absent myself without reporting or without proper reasons or decide to leave the CoE training program, I will not be considered for final offer and receive any certifications provided by Movate.
4. I understand and agree that my selection shall come to an end automatically, that too, without any notice and any time, in the eventuality if it is found that I have indulged in, including but not limited to, activities like dishonesty, disobedience, insubordination, revealing confidential material to any other party, misconduct or indiscipline. It is hereby understood and agreed that these instances are illustrative in nature and are not exhaustive. In such circumstances my conditional offer gets annulled, and I will not be considered for future employment with Movate and would not receive any certifications provided by Movate.
5. I understand that on joining Movate as an employee, I may be posted to any location within India, as per business requirements of Movate. I further understand that the decision taken by Movate in this regard would be final and binding on me.
6. I understand that Movate functions on a 24x7 work environment, and I am expected to work an average of 5 days a week or as per business requirements of Movate.
7. I am aware that I should possess a personal laptop/Desktop and I should complete all the relevant training modules and lab exercises to become eligible for the final selection.

The undersigned accepts the above conditional employment offer, agrees that it contains the terms of employment with MOVATE, and that there are no other terms, expressed or implied, except the terms and conditions incorporated by reference herein-above. By accepting this conditional employment offer, the undersigned is acknowledging that no prior employment obligations or other contractual restrictions exist which preclude employment with MOVATE. It is further understood that this offer is confidential and disclosure outside of the undersigned's family or financial, accounting, and/or legal advisers may result in termination of employment or withdrawal of this offer.

Accepted:

Candidate Signature

Date

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Annexure 1 - Salary Working

Name : VISMAYA VINOTH KUMAR			
Designation: Trainee - Technical Support		Grade:	JL1B
Guaranteed Compensation	Explanatory Notes	Monthly	Annual
Basic Pay	30% of TGC	5960	71520
House Rent Allowance	50% of Basic Pay	2980	35760
Statutory Bonus	As per the Act	1192	14304
Special Allowance*	Balancing Component	4303	51637
Statutory Component			
Provident Fund (Employer Contribution)	As per the Act	1232	14779
Total Guaranteed Compensation (TGC)		15667	188000
Variable Component			
Variable Performance Pay**			24000
Gross Cost to Company (CTC)			212000
Graduation Bonus*** 10000			
Benefits			
Personal Accident Disability Insurance Cover			750000
Personal Accident Death Insurance Cover			1500000
Group Term Life Insurance Cover			1500000
Employee Deposit Link Insurance Cover			705000
Hospitalization Insurance for self (spouse & 2 dependent children)			200000
Gratuity as per prevailing rules			
Leave Encashment upon exit upto	60 days	Basic	
Explanatory Notes			
Statutory Deductions like: - Provident Fund, ESIC, Labour Welfare Fund, Income Tax & Profession Tax - As per applicable rules			
Special Allowance includes Flexi option - LTA, Meal Card and NPS Contribution			
*Tax Exemption on Flexi Option will be provided as per prevailing IT Rules on production of proofs.			
** All variable payments are eligible to be paid only if on rolls as on date of payment. VPP is payable on a monthly basis as per Company policy.			
***One time graduation Bonus is payable in two equal installments - 1st payment on completion of 6 months from DOJ and 2nd payment on completion of 12 months			

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Dear **Sharon Rose Babu** ,

Congratulations! We are pleased to offer you to join MyCaptain, Bangalore. It was great to interact and exchange thoughts on how to make this relationship win: win. Please go through the below details and let us know if you have any queries and/or acknowledge your agreement to the same. Please find the details of your joining below:

1. **Date of Joining:** 3rd Aug 2023.
2. **Designation:** Business Operation Executive.
3. **Location:** SJR Prime Corporation, Marathahalli Sarjapur Road, Bellandur, Bangalore, India.
4. **Compensation Offered:** Fixed CTC - INR 3,45,600/- plus a variable CTC of INR 1,55,000/- which is uncapped as of date.
5. Please find the CTC Break up in the Annexure below.

Probation

1. You will be under probation for a period of 90 days (3 months) from the date of joining and will be confirmed after a review of your performance during the probationary period.
2. During the probation period, your **monthly CTC** will be INR **19,800** and your **net take-home salary** after all savings deductions will be INR 15,604 + incentives.

Benefits

You are eligible for Annual Leave as per the company Leave Policy post your probation. You will also be eligible for Medical Insurance for yourself.

We have prepared a Terms of Employment for your review and acceptance which details the complete terms of your employment with MyCaptain available in the Annexure.

If you choose to accept this offer of employment, please revert to our mail confirming your acceptance. We hope you accept this offer and we look forward to working with you.

Sincerely,



Abhisht A. Pathak
Founders Office

EMPLOYEE STATEMENT:

I accept the offer set forth by MyCaptain.

Name:

Signature:

Date:

Name	Sharon Rose Babu	
Designation	Business Operation Executive	
Department	Business Operations	
Location	Bangalore	
A	Fixed Components	INR (Annually)
	Basic	172,800
	HRA	69,120
	Medical Expenses	15,000
	Special Allowance	36,168
B	Variable Component	1,55,000
C	Deductions**	
	Employee PF	21,600
	Employer PF	21,600
	Professional Tax	2,400
	TDS	—
	Total Cost To Company	5,00,600
	Net Salary	3,00,000

*Please Note: Your TDS deduction would be subject to vary depending on your declaration of personal investments and pay slab. If you have eligible investments, you will be eligible for a higher take-home upon successful declaration of investment documents.

**Esi will be deducted as per government norms.

Dear Sharon Rose Babu ,

Congratulations! We are pleased to offer you to join MyCaptain, Bangalore. It was great to interact and exchange thoughts on how to make this relationship win: win. Please go through the below details and let us know if you have any queries and/or acknowledge your agreement to the same. Please find the details of your joining below:

1. **Date of Joining:** 3rd Aug 2023.
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4. **Compensation Offered:** Fixed CTC - INR 3,45,600/- plus a variable CTC of INR 1,55,000/- which is uncapped as of date.
5. Please find the CTC Break up in the Annexure below.

Probation

1. You will be under probation for a period of 90 days (3 months) from the date of joining and will be confirmed after a review of your performance during the probationary period.
2. During the probation period, your **monthly CTC** will be INR 19,800 and your **net take-home salary** after all savings deductions will be INR 15,604 + incentives.

Benefits

You are eligible for Annual Leave as per the company Leave Policy post your probation. You will also be eligible for Medical Insurance for yourself.

We have prepared a Terms of Employment for your review and acceptance which details the complete terms of your employment with MyCaptain available in the Annexure.

If you choose to accept this offer of employment, please revert to our mail confirming your acceptance. We hope you accept this offer and we look forward to working with you.

Sincerely,



Abhisht A. Pathak
Founders Office

EMPLOYEE STATEMENT:

I accept the offer set forth by MyCaptain.

Name: SHARON ROSE BABU

Signature: 

Date: 24/10/2023

Name	Sharon Rose Babu	
Designation	Business Operation Executive	
Department	Business Operations	
Location	Bangalore	
A	Fixed Components	INR (Annually)
	Basic	172,800
	HRA	69,120
	Medical Expenses	15,000
	Special Allowance	36,168
B	Variable Component	1,55,000
C	Deductions**	
	Employee PF	21,600
	Employer PF	21,600
	Professional Tax	2,400
	TDS	—
	Total Cost To Company	5,00,600
	Net Salary	3,00,000

*Please Note: Your TDS deduction would be subject to vary depending on your declaration of personal investments and pay slab. If you have eligible investments, you will be eligible for a higher take-home upon successful declaration of investment documents.

**Esi will be deducted as per government norms.

Dear Mr Nithin Jose

We are pleased to offer you a position of **Detailing Engineer trainee (Structural Re bar detailing)** with **Orbit Engineering Kannur**, with effective from 15 July 2023 under the following terms and conditions:

- Your 3 month training period with the Company starts from your joining date **15th July 2023**
- First 3 month will be training period with **INR 10,000 / month** plus Company Accommodation.
- You will be designated as **Detailing Engineer trainee (Structural Re bar detailing)**. Your designation and reporting relationship may change as you progress in the company.
- Your initial place of work will be at Narath, Kannur, or Trissur, Kerala but you are liable to be transferred at any time to any other unit of the company, in India or abroad, on a temporary or permanent basis.
- Your total hours of work will be 48 hrs. Per week, schedule as jobs demands. At times, you may be required to work irregular hours as stated by the job assigned. Only important public holydays will be considered as off days.
- Your increments or promotion or any other salary revision shall be based on merit considering your periodic and consistent overall performance, business conditions and other parameters fixed from time to time at the discretion of the management.
- You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of the Company.
- In case any of conflict or doubt, you must discuss the matter with your immediate supervisor, understand the position of the Company and resolve the conflict
- Confidentiality is a condition of your employment that you do not use, divulge or disclose to any person (and that includes a business of any sort) any confidential commercial or technical information relating to the business, finances or affairs of the Company including but not limited to names of clients, client's projects, fee, commission and / or hourly rate information, reports, records, project memoranda, work notes, operating methods and procedures, software and computer technology and data generated in connection therewith, plans for future development and the like and any or all business records.
- First six month will be considered as probationary period.
- The notice period for separation required from either side is one month, during probation/contract period and after confirmation as well. If on the date you leave, money is owed by you to the Company for any reason, you agree that it may be deducted from any final payment to you or should be settled by you from your personal accounts. The Company expects you to be available and to work during the notice period.

You are requested to return a signed copy of this letter as a token of your acceptance of the offer, terms and conditions.

We look forward to a mutually rewarding professional relationship with you.

Yours Sincerely,


Pradeep Palakkal
Managing Director
Orbit Engineering Services



Accepted by


Nithin Jose

Dear Ms Vismaya Mohan K

We are pleased to offer you a position of **Detailing Engineer trainee (Structural Re bar detailing)** with Orbit Engineering Kannur, with effective from 3rd July 2023 under the following terms and conditions:

- Your 3 month training period with the Company starts from your joining date **3rd July 2023**
- First 3 month will be training period with **INR 10,000 / month** plus Company Accommodation.
- You will be designated as **Detailing Engineer trainee (Structural Re bar detailing)**. Your designation and reporting relationship may change as you progress in the company.
- Your initial place of work will be at Narath, Kannur, or Trissur, Kerala but you are liable to be transferred at any time to any other unit of the company, in India or abroad, on a temporary or permanent basis.
- Your total hours of work will be 48 hrs. Per week, schedule as jobs demands. At times, you may be required to work irregular hours as stated by the job assigned. Only important public holydays will be considered as off days.
- Your increments or promotion or any other salary revision shall be based on merit considering your periodic and consistent overall performance, business conditions and other parameters fixed from time to time at the discretion of the management.
- You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of the Company.
- In case any of conflict or doubt, you must discuss the matter with your immediate supervisor, understand the position of the Company and resolve the conflict
- Confidentiality is a condition of your employment that you do not use, divulge or disclose to any person (and that includes a business of any sort) any confidential commercial or technical information relating to the business, finances or affairs of the Company including but not limited to names of clients, client's projects, fee, commission and / or hourly rate information, reports, records, project memoranda, work notes, operating methods and procedures, software and computer technology and data generated in connection therewith, plans for future development and the like and any or all business records.
- First six month will be considered as probationary period.
- The notice period for separation required from either side is one month, during probation/contract period and after confirmation as well. If on the date you leave, money is owed by you to the Company for any reason, you agree that it may be deducted from any final payment to you or should be settled by you from your personal accounts. The Company expects you to be available and to work during the notice period.

You are requested to return a signed copy of this letter as a token of your acceptance of the offer, terms and conditions.

We look forward to a mutually rewarding professional relationship with you.

Yours Sincerely,


Pradeep Palakkal
Managing Director
Orbit Engineering Services



Accepted by


Vismaya Mohan K

CSR Campus Drive - 2023

Dear **Adheena KM,**

Greetings from Pentagon Space Pvt Ltd, Bangalore.

Congratulations on getting selected for Pentagon Space CSR Drive 2023 Batch. We are glad to inform that you have cleared all the interview process and further entitled to be one among the trainee for our CSR Batch. With regards to this program you are now eligible to get trained on JAVA FULL STACK COURSE. The Date of Batch commencement would be officially sent to your registered mail id.

Adding to the benefits, you get

1. Industry standard course curriculum worth Rs.30,000/- offered for free inclusive of study materials.
2. Guaranteed 100 Placement opportunities.
3. Depending on your performance in the interview, the average salary package would be ranging from 3Lpa to 12Lpa.

Please accept this offer letter & fill the below mentioned details.

Name:

College Name:

Branch:

USN/ Reg Number:

Date:

Student Signature

Best wishes,



Madhusudhan. H

Campus Head - INDIA

CSR Campus Drive - 2023

Dear **Akshay Sasi**,

Greetings from Pentagon Space Pvt Ltd, Bangalore.

Congratulations on getting selected for Pentagon Space CSR Drive 2023 Batch. We are glad to inform that you have cleared all the interview process and further entitled to be one among the trainee for our CSR Batch. With regards to this program you are now eligible to get trained on JAVA FULL STACK COURSE. The Date of Batch commencement would be officially sent to your registered mail id.

Adding to the benefits, you get

1. Industry standard course curriculum worth Rs.30,000/- offered for free inclusive of study materials.
2. Guaranteed 100 Placement opportunities.
3. Depending on your performance in the interview, the average salary package would be ranging from 3Lpa to 12Lpa.

Please accept this offer letter & fill the below mentioned details.

Name:

College Name:

Branch:

USN/ Reg Number:

Date:

Student Signature

Best wishes,



Madhusudhan. H

Campus Head - INDIA

CSR Campus Drive - 2023

Dear **Nayana Saji**,

Greetings from Pentagon Space Pvt Ltd, Bangalore.

Congratulations on getting selected for Pentagon Space CSR Drive 2023 Batch. We are glad to inform that you have cleared all the interview process and further entitled to be one among the trainee for our CSR Batch. With regards to this program you are now eligible to get trained on JAVA FULL STACK COURSE. The Date of Batch commencement would be officially sent to your registered mail id.

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2. Guaranteed 100 Placement opportunities.
3. Depending on your performance in the interview, the average salary package would be ranging from 3Lpa to 12Lpa.

Please accept this offer letter & fill the below mentioned details.

Name:

College Name:

Branch:

USN/ Reg Number:

Date:

Student Signature

Best wishes,



Madhusudhan. H

Campus Head - INDIA

CSR Campus Drive - 2023

Dear **Sharanya Ullas,**

Greetings from Pentagon Space Pvt Ltd, Bangalore.

Congratulations on getting selected for Pentagon Space CSR Drive 2023 Batch. We are glad to inform that you have cleared all the interview process and further entitled to be one among the trainee for our CSR Batch. With regards to this program you are now eligible to get trained on JAVA FULL STACK COURSE. The Date of Batch commencement would be officially sent to your registered mail id.

Adding to the benefits, you get

1. Industry standard course curriculum worth Rs.30,000/- offered for free inclusive of study materials.
2. Guaranteed 100 Placement opportunities.
3. Depending on your performance in the interview, the average salary package would be ranging from 3Lpa to 12Lpa.

Please accept this offer letter & fill the below mentioned details.

Name:

College Name:

Branch:

USN/ Reg Number:

Date:

Student Signature

Best wishes,



Madhusudhan. H

Campus Head - INDIA

CSR Campus Drive - 2023

Dear **Sidharth A S,**

Greetings from Pentagon Space Pvt Ltd, Bangalore.

Congratulations on getting selected for Pentagon Space CSR Drive 2023 Batch. We are glad to inform that you have cleared all the interview process and further entitled to be one among the trainee for our CSR Batch. With regards to this program you are now eligible to get trained on JAVA FULL STACK COURSE. The Date of Batch commencement would be officially sent to your registered mail id.

Adding to the benefits, you get

1. Industry standard course curriculum worth Rs.30,000/- offered for free inclusive of study materials.
2. Guaranteed 100 Placement opportunities.
3. Depending on your performance in the interview, the average salary package would be ranging from 3Lpa to 12Lpa.

Please accept this offer letter & fill the below mentioned details.

Name:

College Name:

Branch:

USN/ Reg Number:

Date:

Student Signature

Best wishes,



Madhusudhan. H

Campus Head - INDIA

Provisional Offer Letter

Doc Ref. No.: QGFY24C0293

Date of Issue: **12-December-2022**

Dear Alenteena Sebastian,

Congratulations! Each step taken towards realizing a dream is a crucial one. We are delighted you have chosen to join Quest Global and be an integral part of our journey towards solving the problems of today that stand in the way of tomorrow.

At Quest Global, we embrace the exponentially curious minds – the ones who see engineering and logic in everything. We seek and nurture people with the potential and passion to solve the world's hardest problems and then help them foster that potential with boundary-less opportunities to learn, grow, and succeed.

We are pleased to let you know that we intend to make you an offer of employment for the role of Trainee Engineer with Quest Global.

- **Total Cost to Company (TCTC): INR 3.00 LPA**
- **Year End Bonus: INR 25000 (On completion of one year from the date of joining)**
- **Location:** Any of the Quest Global offices (as per business requirement)
- **Working Hours:** As per Location Norms
- **Probation Period:** 6 months from the date of joining
- **Service Agreement / Bond: 2 years (An agreement between Quest Global and the Employee which provides that the Employee shall work for an agreed minimum period of time from the date of joining the company)**

You will be entitled to allowances and other benefits as per policies of Quest Global. You shall receive your salary payments on the last working day of the month.

This offer of employment is subject to successful completion of:

- Background Verification Check
- No standing arrears on the date of joining

offer Accepted


Quest Global Engineering Services Private Limited

CIN: U74900KA2014PTC076219

2nd Flr, Primrose-7B, EmbassyTech Village, Sarjapura Marathahalli Outer Ring Road, Devarabeesana Halli Bangalore 560103, Karnataka, India

Ph.: +91-80-67090000; Fax: +91-80-67093200; Email: info@quest-global.com

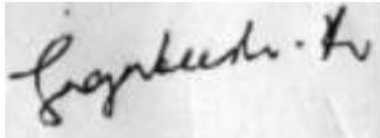
Reg. office: AEQUS Special Economic Zone, NO.437/A, Plot No.2 Hattaragi Village, Hukkeri Taluk, Belgaum 591245, Karnataka, India

As per company's hiring process, we will conduct a detailed background verification check of all the information and documents submitted by you. For joining confirmation & BGC form, please write back to: university.relations@quest-global.com.

We eagerly look forward to welcome you at Quest Global.

PS: This job offer is contingent upon successful completion of training assigned to you prior to the joining date and successful completion of background verification conducted by Quest Global (at its sole discretion) subsequent to your joining.

For Quest Global



Jagadish Kadagatti
Manager - TAT

Candidate Signature: _____

***Disclaimer: The salary package and structure will be subject to changes on business situation at the time of onboarding. This is a letter of intent to offer Employment and not a formal offer of employment. The detailed terms and conditions of employment with Quest Global will be shared separately as a formal offer one month prior to your date of joining.**

offer Accepted


Quest Global Engineering Services Private Limited

CIN: U74900KA2014PTC076219

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Reg. office: AEQU Special Economic Zone, NO.437/A, Plot No.2 Hattaragi Village, Hukkeri Taluk, Belgaum 591245, Karnataka, India

Annexure – I
Compensation & Benefit Details

Items	Monthly Salary (Amount in INR)	Annual Salary (Amount in INR)
Monthly Salary Components		
(A) Basic Salary	15,000	1,80,000
(B) House Rent Allowance	2,250	27,000
(C) Conveyance Allowance	-	-
(D) Leave Travel Allowance (LTA)	-	-
(E) Food Coupon	-	-
(F) Telephone/Internet Allowance	-	-
(G) Other Allowance*	3,155	37,860
(H) Monthly Gross Salary: (H = A+B+C+D+E+F+G)	20,405	2,44,860
Retirement Benefits		
(I) PF	1,800	21,600
(J) Gratuity	722	8,664
(K) Retirement Benefits: (K = I+J)	2,522	30,264
Benefits		
(L) Medical Insurance Premium	673	8,076
(M) Bonus/Ex .Gratia	1,400	16,800
(N) Fixed Compensation: (N = H+K+L+M)	25,000	3,00,000
(O) Total Variable Pay (TVP)	-	-
(P) Total Cost to Company (TCC)		3,00,000

Quest Global Engineering Services Private Limited

CIN: U74900KA2014PTC076219

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Reg. office: AEQUS Special Economic Zone, NO.437/A, Plot No.2 Hattaragi Village, Hukkeri Taluk, Belgaum 591245, Karnataka, India

offer Accepted


A one-time year end bonus of **INR 25,000** shall be paid upon successful completion of one-year service with Quest Global.

Your monthly deduction from salary towards Medical Insurance premium would be **INR 625**. This is as per your current Band; the amount will change accordingly in case of Band change.

You are eligible for benefits coverage as per Quest Global Band. For your current Band the coverages shall be:

- Group Medical Insurance cover of **INR 300,000**
- Group Personal Accident Insurance cover of **INR 2,000,000**
- Group Term Life Insurance cover of **INR 2,500,000**
- Employee Deposit Linked Insurance cover as per statutory requirement

Note: Income tax liability of allowances / reimbursements will be considered in light of the existing tax laws. In case any tax has to be recovered for any allowances / reimbursements, either because of changes made to the law by the Govt. of India or pursuant to an order by an Income Tax Officer or any responsible officer of the Income Tax Department, then the same will be recovered from employee's salary, either with retrospective or prospective effect, as the case may be.

Declaration: All aspects of Quest Global policies provided in this document are intended to provide indicative details. For Policy details, please refer to Quest Global QMS on intranet. The ownership and right for implementation of these policies rests with Quest Global alone. Quest Global reserves the right to make changes to the policies, including but not limited to withdrawal of the same, from time to time with or without prior notice.

Offer Accepted


Quest Global Engineering Services Private Limited

CIN: U74900KA2014PTC076219

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Reg. office: AEQUS Special Economic Zone, NO.437/A, Plot No.2 Hattaragi Village, Hukkeri Taluk, Belgaum 591245, Karnataka, India

About Quest Global

We are Quest Global. We're in the business of engineering, but what we're really building is a brighter future. It's not just what we do, but why we do it that makes us different. We believe engineering has the unique opportunity to solve the problems of today that stand in the way of tomorrow. For 25 years, we have strived to be the most trusted partner for the world's hardest engineering problems. As a global organization headquartered in Singapore, we live and work in 17 countries, with 56 global delivery centers, driven by 13,000+ extraordinary employees who make the impossible possible every day.

Quest Global brings deep industry knowledge and digital expertise to deliver end to end global product engineering services. We bring together technologies and industries alongside the contributions of diverse individuals and their areas of expertise to solve problems better, faster. This multi-dimensional approach enables us to solve the most important and large-scale challenges across the Aerospace & Defense, Automotive, Energy, Hi-Tech, Healthcare, Medical Devices, Rail and Semiconductor industries.

offer Accepted



Quest Global Engineering Services Private Limited

CIN: U74900KA2014PTC076219

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Provisional Offer Letter

Doc Ref. No.: QGFY24C0291

Date of Issue: 12-December-2022

Dear Ranjul Arumadi,

Congratulations! Each step taken towards realizing a dream is a crucial one. We are delighted you have chosen to join Quest Global and be an integral part of our journey towards solving the problems of today that stand in the way of tomorrow.

At Quest Global, we embrace the exponentially curious minds – the ones who see engineering and logic in everything. We seek and nurture people with the potential and passion to solve the world's hardest problems and then help them foster that potential with boundary-less opportunities to learn, grow, and succeed.

We are pleased to let you know that we intend to make you an offer of employment for the role of Trainee Engineer with Quest Global.

- **Total Cost to Company (TCTC): INR 3.00 LPA**
- **Year End Bonus: INR 25000 (On completion of one year from the date of joining)**
- **Location: Any of the Quest Global offices (as per business requirement)**
- **Working Hours: As per Location Norms**
- **Probation Period: 6 months from the date of joining**
- **Service Agreement / Bond: 2 years (An agreement between Quest Global and the Employee which provides that the Employee shall work for an agreed minimum period of time from the date of joining the company)**

You will be entitled to allowances and other benefits as per policies of Quest Global. You shall receive your salary payments on the last working day of the month.

This offer of employment is subject to successful completion of:

- **Background Verification Check**
- **No standing arrears on the date of joining**

Quest Global Engineering Services Private Limited

CIN: U74900KA2014PTC076219

2nd Flr, Primrose-7B, EmbassyTech Village, Sarjapura Marathahalli Outer Ring Road, Devarabeesana Halli Bangalore 560103, Karnataka, India
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www.quest-global.com

OFFER ACCEPTED

Page 102 of 273

13-12-2022



As per company's hiring process, we will conduct a detailed background verification check of all the information and documents submitted by you. For joining confirmation & BGC form, please write back to: university.relations@quest-global.com.

We eagerly look forward to welcome you at Quest Global.

PS: This job offer is contingent upon successful completion of training assigned to you prior to the joining date and successful completion of background verification conducted by Quest Global (at its sole discretion) subsequent to your joining.

For Quest Global

Jagadish Kadagatti
Manager - TAT

Candidate Signature: 

***Disclaimer: The salary package and structure will be subject to changes on business situation at the time of onboarding. This is a letter of intent to offer Employment and not a formal offer of employment. The detailed terms and conditions of employment with Quest Global will be shared separately as a formal offer one month prior to your date of joining.**

Quest Global Engineering Services Private Limited

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www.quest-global.com

OFFER ACCEPTED

Annexure – I
Compensation & Benefit Details

Items	Monthly Salary (Amount in INR)	Annual Salary (Amount in INR)
Monthly Salary Components		
(A) Basic Salary	15,000	1,80,000
(B) House Rent Allowance	2,250	27,000
(C) Conveyance Allowance	-	-
(D) Leave Travel Allowance (LTA)	-	-
(E) Food Coupon	-	-
(F) Telephone/Internet Allowance	-	-
(G) Other Allowance*	3,155	37,860
(H) Monthly Gross Salary: (H = A+B+C+D+E+F+G)	20,405	2,44,860
Retirement Benefits		
(I) PF	1,800	21,600
(J) Gratuity	722	8,664
(K) Retirement Benefits: (K = I+J)	2,522	30,264
Benefits		
(L) Medical Insurance Premium	673	8,076
(M) Bonus/Ex .Gratia	1,400	16,800
(N) Fixed Compensation: (N = H+K+L+M)	25,000	3,00,000
(O) Total Variable Pay (TVP)	-	-
(P) Total Cost to Company (TCC)		3,00,000

Quest Global Engineering Services Private Limited

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www.quest-global.com

OFFER ACCEPTED



13-12-22



A one-time year end bonus of **INR 25,000** shall be paid upon successful completion of one-year service with Quest Global.

Your monthly deduction from salary towards Medical Insurance premium would be **INR 625**. This is as per your current Band; the amount will change accordingly in case of Band change.

You are eligible for benefits coverage as per Quest Global Band. For your current Band the coverages shall be:

- Group Medical Insurance cover of **INR 300,000**
- Group Personal Accident Insurance cover of **INR 2,000,000**
- Group Term Life Insurance cover of **INR 2,500,000**
- Employee Deposit Linked Insurance cover as per statutory requirement

Note: Income tax liability of allowances / reimbursements will be considered in light of the existing tax laws. In case any tax has to be recovered for any allowances / reimbursements, either because of changes made to the law by the Govt. of India or pursuant to an order by an Income Tax Officer or any responsible officer of the Income Tax Department, then the same will be recovered from employee's salary, either with retrospective or prospective effect, as the case may be.

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Quest Global Engineering Services Private Limited

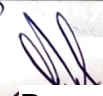
CIN: U74900KA2014PTC076219

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www.quest-global.com

OFFER ACCEPTED


12-22



About Quest Global

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Quest Global brings deep industry knowledge and digital expertise to deliver end to end global product engineering services. We bring together technologies and industries alongside the contributions of diverse individuals and their areas of expertise to solve problems better, faster. This multi-dimensional approach enables us to solve the most important and large-scale challenges across the Aerospace & Defense, Automotive, Energy, Hi-Tech, Healthcare, Medical Devices, Rail and Semiconductor industries.



Quest Global Engineering Services Private Limited
CIN: U74900KA2014PTC076219
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Reg. office: AEQUS Special Economic Zone, NO.437/A, Plot No.2 Hattaragi Village, Hukkeri Taluk, Belgaum 591245, Karnataka, India

www.quest-global.com

OFFER ACCEPTED
[Signature]

Provisional Offer Letter

Doc Ref. No.: **QGFY24C0290**

Date of Issue: **12-December-2022**

Dear Adheena Km,

Congratulations! Each step taken towards realizing a dream is a crucial one. We are delighted you have chosen to join Quest Global and be an integral part of our journey towards solving the problems of today that stand in the way of tomorrow.

At Quest Global, we embrace the exponentially curious minds – the ones who see engineering and logic in everything. We seek and nurture people with the potential and passion to solve the world's hardest problems and then help them foster that potential with boundary-less opportunities to learn, grow, and succeed.

We are pleased to let you know that we intend to make you an offer of employment for the role of Trainee Engineer with Quest Global.

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- **Year End Bonus: INR 25000 (On completion of one year from the date of joining)**
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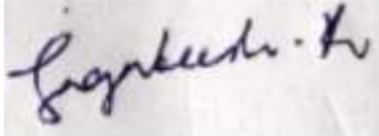
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We eagerly look forward to welcome you at Quest Global.

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For Quest Global



Jagadish Kadagatti
Manager - TAT

Candidate Signature: _____

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You are eligible for benefits coverage as per Quest Global Band. For your current Band the coverages shall be:

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Provisional Offer Letter

Doc Ref. No.: **QGFY24C0294**

Date of Issue: **12-December-2022**

Dear Adithya Tk,

Congratulations! Each step taken towards realizing a dream is a crucial one. We are delighted you have chosen to join Quest Global and be an integral part of our journey towards solving the problems of today that stand in the way of tomorrow.

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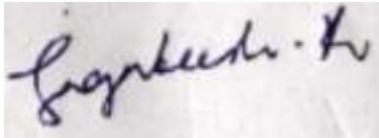
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Provisional Offer Letter

Doc Ref. No.: QGFY24C0289

Date of Issue: **12-December-2022**

Dear Aleena Mathews,

Congratulations! Each step taken towards realizing a dream is a crucial one. We are delighted you have chosen to join Quest Global and be an integral part of our journey towards solving the problems of today that stand in the way of tomorrow.

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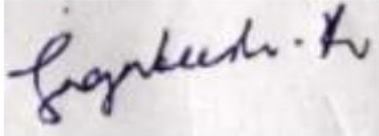
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Provisional Offer Letter

Doc Ref. No.: **QGFY24C0293**

Date of Issue: **12-December-2022**

Dear Alenteena Sebastian,

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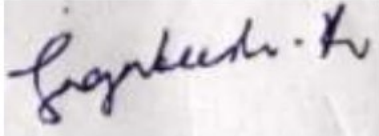
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(N) Fixed Compensation: (N = H+K+L+M)	25,000	3,00,000
(O) Total Variable Pay (TVP)	-	-
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A one-time year end bonus of **INR 25,000** shall be paid upon successful completion of one-year service with Quest Global.

Your monthly deduction from salary towards Medical Insurance premium would be **INR 625**. This is as per your current Band; the amount will change accordingly in case of Band change.

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Provisional Offer Letter

Doc Ref. No.: **QGFY24C0295**

Date of Issue: **12-December-2022**

Dear Anagha Pp,

Congratulations! Each step taken towards realizing a dream is a crucial one. We are delighted you have chosen to join Quest Global and be an integral part of our journey towards solving the problems of today that stand in the way of tomorrow.

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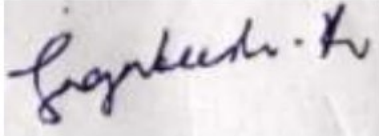
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We eagerly look forward to welcome you at Quest Global.

PS: This job offer is contingent upon successful completion of training assigned to you prior to the joining date and successful completion of background verification conducted by Quest Global (at its sole discretion) subsequent to your joining.

For Quest Global



Jagadish Kadagatti
Manager - TAT

Candidate Signature: _____

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(G) Other Allowance*	3,155	37,860
(H) Monthly Gross Salary: (H = A+B+C+D+E+F+G)	20,405	2,44,860
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Provisional Offer Letter

Doc Ref. No.: **QGFY24C0296**

Date of Issue: **12-December-2022**

Dear Anurag C Ashok,

Congratulations! Each step taken towards realizing a dream is a crucial one. We are delighted you have chosen to join Quest Global and be an integral part of our journey towards solving the problems of today that stand in the way of tomorrow.

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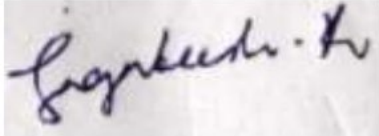
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We eagerly look forward to welcome you at Quest Global.

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For Quest Global



Jagadish Kadagatti
Manager - TAT

Candidate Signature: _____

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Provisional Offer Letter

Doc Ref. No.: QGFY24C0299

Date of Issue: **12-December-2022**

Dear Devika C,

Congratulations! Each step taken towards realizing a dream is a crucial one. We are delighted you have chosen to join Quest Global and be an integral part of our journey towards solving the problems of today that stand in the way of tomorrow.

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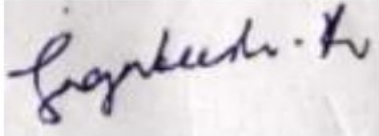
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Ph.: +91-80-67090000; Fax: +91-80-67093200; Email: info@quest-global.com

Reg. office: AEQUS Special Economic Zone, NO.437/A, Plot No.2 Hattaragi Village, Hukkeri Taluk, Belgaum 591245, Karnataka, India

Provisional Offer Letter

Doc Ref. No.: QGFY24C0302

Date of Issue: **12-December-2022**

Dear Dona Chacko,

Congratulations! Each step taken towards realizing a dream is a crucial one. We are delighted you have chosen to join Quest Global and be an integral part of our journey towards solving the problems of today that stand in the way of tomorrow.

At Quest Global, we embrace the exponentially curious minds – the ones who see engineering and logic in everything. We seek and nurture people with the potential and passion to solve the world's hardest problems and then help them foster that potential with boundary-less opportunities to learn, grow, and succeed.

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- **Year End Bonus: INR 25000 (On completion of one year from the date of joining)**
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You will be entitled to allowances and other benefits as per policies of Quest Global. You shall receive your salary payments on the last working day of the month.

This offer of employment is subject to successful completion of:

- Background Verification Check
- No standing arrears on the date of joining

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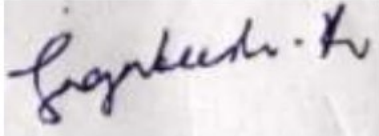
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We eagerly look forward to welcome you at Quest Global.

PS: This job offer is contingent upon successful completion of training assigned to you prior to the joining date and successful completion of background verification conducted by Quest Global (at its sole discretion) subsequent to your joining.

For Quest Global



Jagadish Kadagatti
Manager - TAT

Candidate Signature: _____

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(C) Conveyance Allowance	-	-
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(E) Food Coupon	-	-
(F) Telephone/Internet Allowance	-	-
(G) Other Allowance*	3,155	37,860
(H) Monthly Gross Salary: (H = A+B+C+D+E+F+G)	20,405	2,44,860
Retirement Benefits		
(I) PF	1,800	21,600
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Note: Income tax liability of allowances / reimbursements will be considered in light of the existing tax laws. In case any tax has to be recovered for any allowances / reimbursements, either because of changes made to the law by the Govt. of India or pursuant to an order by an Income Tax Officer or any responsible officer of the Income Tax Department, then the same will be recovered from employee's salary, either with retrospective or prospective effect, as the case may be.

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Provisional Offer Letter

Doc Ref. No.: QGFY24C0292

Date of Issue: **12-December-2022**

Dear Jithin Jose,

Congratulations! Each step taken towards realizing a dream is a crucial one. We are delighted you have chosen to join Quest Global and be an integral part of our journey towards solving the problems of today that stand in the way of tomorrow.

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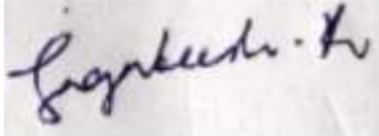
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Provisional Offer Letter

Doc Ref. No.: QGFY24C0301

Date of Issue: **12-December-2022**

Dear Keerthi Pradeep Kumar,

Congratulations! Each step taken towards realizing a dream is a crucial one. We are delighted you have chosen to join Quest Global and be an integral part of our journey towards solving the problems of today that stand in the way of tomorrow.

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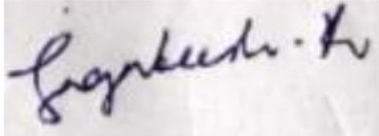
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Provisional Offer Letter

Doc Ref. No.: **QGFY24C0297**

Date of Issue: **12-December-2022**

Dear Kiran Valsalan Nair,

Congratulations! Each step taken towards realizing a dream is a crucial one. We are delighted you have chosen to join Quest Global and be an integral part of our journey towards solving the problems of today that stand in the way of tomorrow.

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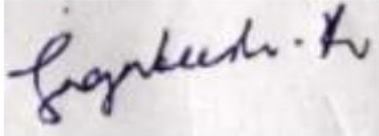
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Ph.: +91-80-67090000; Fax: +91-80-67093200; Email: info@quest-global.com

Reg. office: AEQUS Special Economic Zone, NO.437/A, Plot No.2 Hattaragi Village, Hukkeri Taluk, Belgaum 591245, Karnataka, India

Annexure – I
Compensation & Benefit Details

Items	Monthly Salary (Amount in INR)	Annual Salary (Amount in INR)
Monthly Salary Components		
(A) Basic Salary	15,000	1,80,000
(B) House Rent Allowance	2,250	27,000
(C) Conveyance Allowance	-	-
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(E) Food Coupon	-	-
(F) Telephone/Internet Allowance	-	-
(G) Other Allowance*	3,155	37,860
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Your monthly deduction from salary towards Medical Insurance premium would be **INR 625**. This is as per your current Band; the amount will change accordingly in case of Band change.

You are eligible for benefits coverage as per Quest Global Band. For your current Band the coverages shall be:

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Provisional Offer Letter

Doc Ref. No.: **QGFY24C0300**

Date of Issue: **12-December-2022**

Dear Mary Joy,

Congratulations! Each step taken towards realizing a dream is a crucial one. We are delighted you have chosen to join Quest Global and be an integral part of our journey towards solving the problems of today that stand in the way of tomorrow.

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You will be entitled to allowances and other benefits as per policies of Quest Global. You shall receive your salary payments on the last working day of the month.

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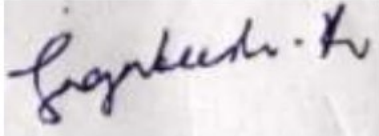
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We eagerly look forward to welcome you at Quest Global.

PS: This job offer is contingent upon successful completion of training assigned to you prior to the joining date and successful completion of background verification conducted by Quest Global (at its sole discretion) subsequent to your joining.

For Quest Global



Jagadish Kadagatti
Manager - TAT

Candidate Signature: _____

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Provisional Offer Letter

Doc Ref. No.: **QGFY24C0303**

Date of Issue: **12-December-2022**

Dear Nayana Saji,

Congratulations! Each step taken towards realizing a dream is a crucial one. We are delighted you have chosen to join Quest Global and be an integral part of our journey towards solving the problems of today that stand in the way of tomorrow.

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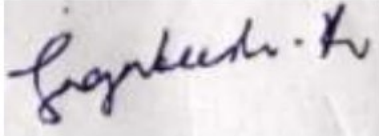
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For Quest Global



Jagadish Kadagatti
Manager - TAT

Candidate Signature: _____

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Provisional Offer Letter

Doc Ref. No.: QGFY24C0291

Date of Issue: **12-December-2022**

Dear Ranjul Arumadi,

Congratulations! Each step taken towards realizing a dream is a crucial one. We are delighted you have chosen to join Quest Global and be an integral part of our journey towards solving the problems of today that stand in the way of tomorrow.

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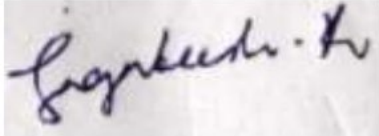
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2nd Flr, Primrose-7B, EmbassyTech Village, Sarjapura Marathahalli Outer Ring Road, Devarabeesana Halli Bangalore 560103, Karnataka, India
Ph.: +91-80-67090000; Fax: +91-80-67093200; Email: info@quest-global.com

Reg. office: AEQUS Special Economic Zone, NO.437/A, Plot No.2 Hattaragi Village, Hukkeri Taluk, Belgaum 591245, Karnataka, India

About Quest Global

We are Quest Global. We're in the business of engineering, but what we're really building is a brighter future. It's not just what we do, but why we do it that makes us different. We believe engineering has the unique opportunity to solve the problems of today that stand in the way of tomorrow. For 25 years, we have strived to be the most trusted partner for the world's hardest engineering problems. As a global organization headquartered in Singapore, we live and work in 17 countries, with 56 global delivery centers, driven by 13,000+ extraordinary employees who make the impossible possible every day.

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Provisional Offer Letter

Doc Ref. No.: **QGFY24C0288**

Date of Issue: **12-December-2022**

Dear Sanjuktha Sanjay,

Congratulations! Each step taken towards realizing a dream is a crucial one. We are delighted you have chosen to join Quest Global and be an integral part of our journey towards solving the problems of today that stand in the way of tomorrow.

At Quest Global, we embrace the exponentially curious minds – the ones who see engineering and logic in everything. We seek and nurture people with the potential and passion to solve the world's hardest problems and then help them foster that potential with boundary-less opportunities to learn, grow, and succeed.

We are pleased to let you know that we intend to make you an offer of employment for the role of Trainee Engineer with Quest Global.

- **Total Cost to Company (TCTC): INR 3.00 LPA**
- **Year End Bonus: INR 25000 (On completion of one year from the date of joining)**
- **Location:** Any of the Quest Global offices (as per business requirement)
- **Working Hours:** As per Location Norms
- **Probation Period:** 6 months from the date of joining
- **Service Agreement / Bond: 2 years (An agreement between Quest Global and the Employee which provides that the Employee shall work for an agreed minimum period of time from the date of joining the company)**

You will be entitled to allowances and other benefits as per policies of Quest Global. You shall receive your salary payments on the last working day of the month.

This offer of employment is subject to successful completion of:

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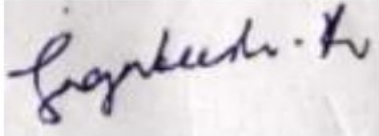
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As per company's hiring process, we will conduct a detailed background verification check of all the information and documents submitted by you. For joining confirmation & BGC form, please write back to: university.relations@quest-global.com.

We eagerly look forward to welcome you at Quest Global.

PS: This job offer is contingent upon successful completion of training assigned to you prior to the joining date and successful completion of background verification conducted by Quest Global (at its sole discretion) subsequent to your joining.

For Quest Global



Jagadish Kadagatti
Manager - TAT

Candidate Signature: _____

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Annexure – I
Compensation & Benefit Details

Items	Monthly Salary (Amount in INR)	Annual Salary (Amount in INR)
Monthly Salary Components		
(A) Basic Salary	15,000	1,80,000
(B) House Rent Allowance	2,250	27,000
(C) Conveyance Allowance	-	-
(D) Leave Travel Allowance (LTA)	-	-
(E) Food Coupon	-	-
(F) Telephone/Internet Allowance	-	-
(G) Other Allowance*	3,155	37,860
(H) Monthly Gross Salary: (H = A+B+C+D+E+F+G)	20,405	2,44,860
Retirement Benefits		
(I) PF	1,800	21,600
(J) Gratuity	722	8,664
(K) Retirement Benefits: (K = I+J)	2,522	30,264
Benefits		
(L) Medical Insurance Premium	673	8,076
(M) Bonus/Ex .Gratia	1,400	16,800
(N) Fixed Compensation: (N = H+K+L+M)	25,000	3,00,000
(O) Total Variable Pay (TVP)	-	-
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You are eligible for benefits coverage as per Quest Global Band. For your current Band the coverages shall be:

- Group Medical Insurance cover of **INR 300,000**
- Group Personal Accident Insurance cover of **INR 2,000,000**
- Group Term Life Insurance cover of **INR 2,500,000**
- Employee Deposit Linked Insurance cover as per statutory requirement

Note: Income tax liability of allowances / reimbursements will be considered in light of the existing tax laws. In case any tax has to be recovered for any allowances / reimbursements, either because of changes made to the law by the Govt. of India or pursuant to an order by an Income Tax Officer or any responsible officer of the Income Tax Department, then the same will be recovered from employee's salary, either with retrospective or prospective effect, as the case may be.

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Provisional Offer Letter

Doc Ref. No.: QGFY24C0287

Date of Issue: **12-December-2022**

Dear Sharanya Ullas,

Congratulations! Each step taken towards realizing a dream is a crucial one. We are delighted you have chosen to join Quest Global and be an integral part of our journey towards solving the problems of today that stand in the way of tomorrow.

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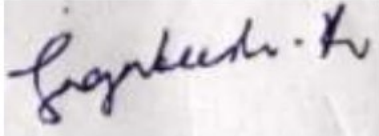
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We eagerly look forward to welcome you at Quest Global.

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For Quest Global



Jagadish Kadagatti
Manager - TAT

Candidate Signature: _____

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Provisional Offer Letter

Doc Ref. No.: **QGFY24C0298**

Date of Issue: **12-December-2022**

Dear Shijas P,

Congratulations! Each step taken towards realizing a dream is a crucial one. We are delighted you have chosen to join Quest Global and be an integral part of our journey towards solving the problems of today that stand in the way of tomorrow.

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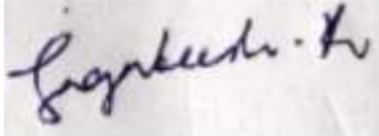
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Candidate Signature: _____

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May 15th, 2023

Ms. Rhea Renjith,
#373C1,Mevada(H),Vayattuparamba PO
Kannur DT,670582

Letter of Offer

Dear Ms. Rhea Renjith,

We are pleased to offer you employment at **Nestria ("RCK Academy Pvt. Ltd.")** as **"Software Engineer"** on the following terms and conditions:

Terms of Reference

You are being hired to work with Nestria Network a business unit of the company in the business of careers, internships and projects. Going forward Nestria will be referred to as "Byte" and Rhea Renjith, would be referred to as "Software Engineer" in the remainder of the document.

1. Your annual compensation (CTC) is Rs 4,50,000/- (Four Lakhs and Fifty Thousand Only) **per annum**, prorated for the period of your employment. The breakup of compensation is attached herewith in **Annexure – A**.
2. The effective start date of the training, will be 16th August, 2023 or earlier as the case maybe. All of you will be required to undergo a 14 weeks Boot camp training on technology. On the successful completion of the training, you will be offered Full Time Employment.

Note-You have to pass the assessments and submit the final projects in order to be eligible for the full time opportunity (Only after that, you are eligible to get the offered compensation which is mentioned in the offer letter)

3. Your final role will be determined upon the successful completion of the training and the performance in the same. It will be either a Software Engineer or Software Trainer or a Business Analyst in one of the group companies viz. Byte Academy, Spryte Labs and Byte Consulting. Based on that your designation will be suitably amended. Byte reserves the right to transfer you to any of its other group companies viz. Byte Academy, Spryte Labs and Byte Consulting or the partner companies of the above mentioned companies including Nestria.
4. Your employment with us will be governed by the specific terms and conditions referred in **Annexure – B**.
5. You will be required to execute and be bound by a Non-Disclosure Agreement(s) given to you on the date of joining Byte, under which you will have an obligation to keep confidential Byte's and client's proprietary information.
6. You will be on probation for 6 months, after your start date of Employment which can be extended further as appropriate subject to performance.

Nestria Network (Legal Entity "RCK Academy Pvt. Ltd.")

No. 21, Shravana, Apoorva Layout, 13th Block, Nagarabhavi 2nd Stage, Bangalore – 560 072
CIN No. U80900KA2018PTC114088

Nestria

7. You are required to join immediately after successful completion of your background verification. If you fail to join on the date communicated, the offer stands withdrawn thereafter, unless the date is extended by us and communicated to you in writing.
8. You are requested to report at 10:00 AM IST on the date of joining to complete the joining formalities at the address mentioned below. At the time of joining, you are requested to submit the copies of the documents as per **Annexure –C**.
9. Please note that Byte reserves the right to withdraw the offer made to you, before your acceptance of the same, without providing any reasons to you.
10. Please sign the duplicate copy of the offer on all sheets at the bottom on the right corner and return it to the address mentioned below, by 19th May, 2023 as a token of your acceptance.

ANNEXURE – A

Name: Rhea Renjith
Designation : Software Engineer

Component	Monthly rate	Annual amount
Base	11,250	1,35,000
HRA	4,500	54,000
Telephone & Internet	500	6,000
Books & Periodicals	500	6,000
Leave Travel Allowance	1,250	15,000
Other Allowance	19,500	2,34,000
GROSS PAY	37,500	4,50,000

RAVI
GOPALAKRISHNAN

Digitally signed by RAVI
GOPALAKRISHNAN
Date: 2023.05.16 11:23:07 +05'30'

Ravi Gopalakrishnan
Director

Rhea Renjith
Software Engineer

Nestria Network (Legal Entity "RCK Academy Pvt. Ltd.")

No. 21, Shravana, Apoorva Layout, 13th Block, Nagarabhavi 2nd Stage, Bangalore – 560 072
CIN No. U80900KA2018PTC114088

ANNEXURE – B

1. Either party may opt to separate from the employment with a notice period of two months or salary in lieu thereof. However during the period of probation this duration will be 15 days from either side.
2. During the term of your employment with Byte, you may not engage in any employment or act in any way, which either conflicts with your duties and obligations to Byte, or is contrary to the policies or the interests of Byte.
3. During the term of your employment with Byte, you are required to disclose all material and relevant information, which may either affect your employment with Byte currently or in future or may be in conflict with the terms of your employment with Byte, either directly or indirectly. If at any time during your employment, if Byte becomes aware that you have suppressed any material or relevant information required to be disclosed by you, Byte reserves the right to forthwith terminate your employment without any notice and without any obligation or liability to pay any remuneration or other duties to you irrespective of the period that you may have been employed by Byte.
4. You agree to promote the interests and welfare of Byte.
5. You agree to conform to and comply with Byte's policies and such directions and orders, as may from time to time be given by Byte.
6. Byte may, at its sole discretion, transfer you to any other office of Byte in India or overseas or to any of its affiliates so long as the benefit of your employment accrues to Byte. In such cases, you shall also be bound by any policy of such other office or affiliate, in existence at the date of this Agreement or that may be, subsequently framed by Byte or the affiliate. You will also be expected to make visits and travel both within India and overseas, as may be necessary for the proper discharge of your duties.
7. You agree that during the term of your employment with Byte, you shall not be engaged either directly or indirectly in any employment, venture or business, which is directly or indirectly in competition with Byte.
8. You agree that during and upon termination of your employment, you shall not in any manner either directly or indirectly solicit or entice the other employees or customers of Byte to join or enter in to transactions, as the case may be with either you directly or indirectly or with other entities which are in direct or indirect competition with Byte.
9. Notwithstanding anything mentioned in this agreement, Byte may terminate your employment, with immediate effect by a notice in writing (without salary in lieu of notice), in the event of your misconduct, including but not limited to, fraudulent, dishonest or undisciplined conduct of, or breach of integrity, or embezzlement, or misappropriation of misuse by you of Byte's property or insubordination or failure to comply with the directions given to you by persons so authorized, or your insolvency or conviction for any offence involving moral turpitude, or breach by you of any terms of this Agreement of Byte Policy or other documents or directions of Byte, or irregularity in attendance, or your unauthorized absence of from the place of work for more than five (5) working days, or closure of the business of Byte, or redundancy of your post in Byte, or upon you conducting yourself in

a manner which is regarded by Byte as prejudicial to its own interests or to the interests of its clients. In the event of absence from without cause for more than five (5) working days, you shall be liable to pay Byte an amount equivalent to your one month's current annual compensation.

10. Notwithstanding anything aforesaid, termination by you shall be subject to the satisfactory completion of all your existing duties, obligations and projects etc.
11. At the time of termination of your employment, if there are any dues from you, the same may be adjusted against any money due to you from Byte on account of salary, bonus or any other such payments.
12. You acknowledge and agree that any work that you may be conducting either on the premises of Byte or otherwise with regards to patents, improvements, discoveries or any other form of intellectual property, whether protected under law or not, is being done on behalf of Byte.
13. You agree that the interpretation and enforcement of this Agreement, shall be governed by the laws of India and all disputes under this Agreement shall be governed by the provisions of the Indian Arbitration and Conciliation Act, 1996. The venue for arbitration will be Bangalore.
14. This employment is directed towards developing a career at Byte. However employment at Byte will always entail the conditions of satisfactory performance and satisfactory market conditions for Byte's products and services (as it may determine at its sole discretion).
15. Byte reserves the right of directing its employees to undergo periodical physical medical examination. You might have to undergo a drug test based on client mandates.
16. Information Accuracy
This offer and its continuance are made on the understanding that the information furnished by you in your job application / resume, is correct, true and complete. This offer of employment may be withdrawn, before, or even after, you commence work if it is established that the information so furnished is false or has been suppressed or if you do not submit the required documents as proof. A Background and Employment Verification will be conducted by Byte and/or Client through a third party to ascertain the same.

ANNEXURE – C

At the time of joining, you are requested to submit the copies of following documents:

1. Certificates supporting your educational qualifications along with mark sheets.
2. Experience Letter from your past organization, if applicable.
3. Your latest salary slips or salary certificate in original.
4. Your relieving letter from your past organization.
5. Form 16 or taxable income statement duly certified by previous employer (statement showing all deductions and taxable income with break up).

Nestria Network (Legal Entity "RCK Academy Pvt. Ltd.")

No. 21, Shravana, Apoorva Layout, 13th Block, Nagarabhavi 2nd Stage, Bangalore – 560 072

CIN No. U80900KA2018PTC114088



- 6. Valid Passport
- 7. Pan Card Copy
- 8. Identity Proof (Aadhaar Card, Passport copy, Driving license, Voters Id Card etc.)
- 9. Three passport size color photographs.

Please carry all the originals for validation

We look forward to your joining Byte for a mutually beneficial and a long-term association.
Yours sincerely

RAVI
GOPALAKRISHNAN

Digitally signed by RAVI
GOPALAKRISHNAN
Date: 2023.05.16 11:23:36 +05'30'

Ravi Gopalakrishnan
Director

From: Rhea Renjith

This is to certify that I have read this agreement and all annexure and understood all the terms and conditions mentioned therein and I hereby accept and agree to abide by them.

I accept the above offer and would join on or before 16th August, 2023 and upon the successful completion of background verification.

Signature

Place:

Date:

Letter of Appointment

Date: 21st November, 2022

Dear Albin Thomas,

Greetings from the Innovative and Dynamic team of TalentPace and welcome aboard.

With reference to your application and the subsequent interviews you had with us, we are pleased to offer you an appointment as “**Software Engineer**” on the following terms and conditions:

JOINING DATE

Your Joining date will be informed later by the company subjected to your academic completion.

SALARY

Your CTC is Rs. 1,50,000/- per annum as per the attached “Annexure-A” for probation period and after probation period your CTC will be revised to Rs. 3,00,000/- per annum as per the attached “Annexure-B”.

LEAVE

You will be entitled to take leave as per the provisions of company’s policy.

TRANSFER

Your service is liable to be transferred to any place in India or abroad as per the company’s need & policy.

WORKING HOURS

Your working hours will be as per the organization requirement which will be in force from time to time.

PROBATION

- a) You shall be on probation for a period of 6 months.
- b) During the probation period, if your performance is not satisfactory, the management reserves the right to terminate your service without assigning any reason thereof or without any notice or notice pay thereof.
- c) The management also reserves the right to extend the probation period if your performance is not satisfactory.
- d) After successful completion of probation, if your performance is satisfactory, your appointment shall be confirmed, in writing, by the management.

NOMINATION OF LEGAL HEIRS

Please fill and return the enclosed Provident Fund forms and Nomination form. In case of any change in the nomination due to changes in circumstances or any other reasons, you should inform the same to the company immediately.

SERVICE CONDITIONS

- a) You shall perform the duties and carry out the assignments entrusted to you from time to time efficiently, sincerely and to the best of your ability and capacity upto the satisfaction of the project expectations as defined in the KRA and assessed periodically
- b) We shall be the sole arbitrator of the assessment to be made of your working efficiency utility or loyalty to the company while taking a decision to give you an increment or promotion to higher grade or terminating your services.
- c) You will retire from the company's services on reaching the age of 58 years.
- d) Your services are liable to be transferred from one establishment, department or division of the company to the other anywhere in India, at the discretion of the Management.
- e) You will be required to undergo medical examination during your tenure with the company. Your continuance in employment would depend on your remaining medically fit.
- f) You are to keep and render a faithful account of all properties and business secrets of the company entrusted to you in the course of your employment, and shall not disclose to anybody at any time, during your services or even after you leave the services of the company.
- g) You will be required to sign a NDA specific to the project in which you are working in the interest of the company
- h) During the course of your employment with us, you shall not accept any other employment, either full-time or part-time, either for remuneration or otherwise. Also, you shall not engage yourself in any trade, business or occupation and you shall devote your full time and energy in discharging your duties as our employees.
- i) You shall communicate to the Management any change in your residential address, local and permanent.
- j) The company shall be entitled to terminate your services without notice on any of the following grounds :
 - a) You are convicted of a criminal offence by a competent Court of Law / Authority;
 - b) You are found guilty of committing breach of any of the conditions of the employment or rules and regulations of the organization;
 - c) If you misbehave, disobey or refuse to carry out the work orders of your Superior/Management or are irregular in attendance.
 - d) If you are declared medically unfit by the medical practitioner appointed by the Company.
- k) If you leave the organization within one year from the date of joining, you are liable to pay the cost of the trainings and certifications spent by the company.
- l) You will abide by the rules & regulations of the company/establishment which are in force for the time being and / or which may be framed from time to time.
- m) Any dispute arising out of this employment shall be referred to the legal jurisdiction of Bangalore courts only.

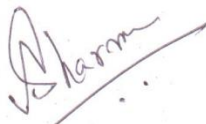
PERIOD OF NOTICE

After confirmation, your services are terminable without assigning any reason, by giving 3 month's notice in writing. The management reserves the right to shorten the notice period by paying the prorated amount for the balance period of the set 3 months. In the event of you decide to resign from the company, you have to serve notice for a period of 3 months. However, the company has the right to decide on the time/period of relieving depending upon the exigencies of the project / assignment.

Kindly go through the contents and return the duplicate copy of this letter duly signed by you as token of your acceptance for the terms and conditions mentioned herein. We welcome you on board and wish you all the very best in your new assignment.

Sincerely Yours,

For TALENTPACE PVT. LTD.



Ms. Neetisha Sharma

HR Manager

Annexure-A

Salary Structure		
Salary Components	Per Month in Rs.	Per Annum in Rs.
Gross Salary - A:		
Basic	4,000.00	48,000.00
HRA	2,000.00	24,000.00
Conveyance	1,600.00	19,200.00
Medical Allowance	1,250.00	15,000.00
Special Allowance	2,121.00	25,452.00
Total	10,971.00	1,31,652.00
Employee Benefits		
PF(Employer Contribution)	480.00	5,760.00
ESI(Employer Contribution)	357.00	4,284.00
Gratuity	192.00	2,304.00
Health Insurance	500.00	6,000.00
Total Benefits	1,529.00	18,348.00
Total CTC	12,500.00	1,50,000.00

Annexure-B

Salary Structure – After Probation		
Salary Components	Per Month in Rs.	Per Annum in Rs.
Gross Salary - A:		
Basic	4,000.00	48,000.00
HRA	2,000.00	24,000.00
Conveyance	1600.00	19,200.00
Medical Allowance	1,250.00	15,000.00
Special Allowance	14,980.00	1,79,760.00
Total	23,830.00	2,85,960.00
Employee Benefits		
PF(Employer Contribution)	480.00	5,760.00
Health Insurance	500.00	6,000.00
Gratuity	192.00	2,304.00
Total Benefits	1172.00	14,064.00
Total CTC	25,002.00	3,00,024.00

DECLARATION

I have carefully read the above terms and conditions and that they are acceptable to me in full.

Name: **Albin Thomas**

Signature& Date: _____

Letter of Appointment

Date: 21st November, 2022

Dear Antony Thomas,

Greetings from the Innovative and Dynamic team of TalentPace and welcome aboard.

With reference to your application and the subsequent interviews you had with us, we are pleased to offer you an appointment as "**Software Engineer**" on the following terms and conditions:

JOINING DATE

Your Joining date will be informed later by the company subjected to your academic completion.

SALARY

Your CTC is Rs. 1,50,000/- per annum as per the attached "Annexure-A" for probation period and after probation period your CTC will be revised to Rs. 3,00,000/- per annum as per the attached "Annexure-B".

LEAVE

You will be entitled to take leave as per the provisions of company's policy.

TRANSFER

Your service is liable to be transferred to any place in India or abroad as per the company's need & policy.

WORKING HOURS

Your working hours will be as per the organization requirement which will be in force from time to time.

PROBATION

- a) You shall be on probation for a period of 6 months.
- b) During the probation period, if your performance is not satisfactory, the management reserves the right to terminate your service without assigning any reason thereof or without any notice or notice pay thereof.
- c) The management also reserves the right to extend the probation period if your performance is not satisfactory.
- d) After successful completion of probation, if your performance is satisfactory, your appointment shall be confirmed, in writing, by the management.

NOMINATION OF LEGAL HEIRS

Please fill and return the enclosed Provident Fund forms and Nomination form. In case of any change in the nomination due to changes in circumstances or any other reasons, you should inform the same to the company immediately.

SERVICE CONDITIONS

- a) You shall perform the duties and carry out the assignments entrusted to you from time to time efficiently, sincerely and to the best of your ability and capacity upto the satisfaction of the project expectations as defined in the KRA and assessed periodically
- b) We shall be the sole arbitrator of the assessment to be made of your working efficiency utility or loyalty to the company while taking a decision to give you an increment or promotion to higher grade or terminating your services.
- c) You will retire from the company's services on reaching the age of 58 years.
- d) Your services are liable to be transferred from one establishment, department or division of the company to the other anywhere in India, at the discretion of the Management.
- e) You will be required to undergo medical examination during your tenure with the company. Your continuance in employment would depend on your remaining medically fit.
- f) You are to keep and render a faithful account of all properties and business secrets of the company entrusted to you in the course of your employment, and shall not disclose to anybody at any time, during your services or even after you leave the services of the company.
- g) You will be required to sign a NDA specific to the project in which you are working in the interest of the company
- h) During the course of your employment with us, you shall not accept any other employment, either full-time or part-time, either for remuneration or otherwise. Also, you shall not engage yourself in any trade, business or occupation and you shall devote your full time and energy in discharging your duties as our employees.
- i) You shall communicate to the Management any change in your residential address, local and permanent.
- j) The company shall be entitled to terminate your services without notice on any of the following grounds :
 - a) You are convicted of a criminal offence by a competent Court of Law / Authority;
 - b) You are found guilty of committing breach of any of the conditions of the employment or rules and regulations of the organization;
 - c) If you misbehave, disobey or refuse to carry out the work orders of your Superior/Management or are irregular in attendance.
 - d) If you are declared medically unfit by the medical practitioner appointed by the Company.
- k) If you leave the organization within one year from the date of joining, you are liable to pay the cost of the trainings and certifications spent by the company.
- l) You will abide by the rules & regulations of the company/establishment which are in force for the time being and / or which may be framed from time to time.
- m) Any dispute arising out of this employment shall be referred to the legal jurisdiction of Bangalore courts only.

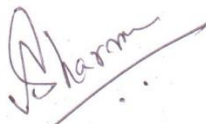
PERIOD OF NOTICE

After confirmation, your services are terminable without assigning any reason, by giving 3 month's notice in writing. The management reserves the right to shorten the notice period by paying the prorated amount for the balance period of the set 3 months. In the event of you decide to resign from the company, you have to serve notice for a period of 3 months. However, the company has the right to decide on the time/period of relieving depending upon the exigencies of the project / assignment.

Kindly go through the contents and return the duplicate copy of this letter duly signed by you as token of your acceptance for the terms and conditions mentioned herein. We welcome you on board and wish you all the very best in your new assignment.

Sincerely Yours,

For TALENTPACE PVT. LTD.



Ms. Neetisha Sharma

HR Manager

Annexure-A

Salary Structure		
Salary Components	Per Month in Rs.	Per Annum in Rs.
Gross Salary - A:		
Basic	4,000.00	48,000.00
HRA	2,000.00	24,000.00
Conveyance	1,600.00	19,200.00
Medical Allowance	1,250.00	15,000.00
Special Allowance	2,121.00	25,452.00
Total	10,971.00	1,31,652.00
Employee Benefits		
PF(Employer Contribution)	480.00	5,760.00
ESI(Employer Contribution)	357.00	4,284.00
Gratuity	192.00	2,304.00
Health Insurance	500.00	6,000.00
Total Benefits	1,529.00	18,348.00
Total CTC	12,500.00	1,50,000.00

Annexure-B

Salary Structure – After Probation		
Salary Components	Per Month in Rs.	Per Annum in Rs.
Gross Salary - A:		
Basic	4,000.00	48,000.00
HRA	2,000.00	24,000.00
Conveyance	1600.00	19,200.00
Medical Allowance	1,250.00	15,000.00
Special Allowance	14,980.00	1,79,760.00
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Employee Benefits		
PF(Employer Contribution)	480.00	5,760.00
Health Insurance	500.00	6,000.00
Gratuity	192.00	2,304.00
Total Benefits	1172.00	14,064.00
Total CTC	25,002.00	3,00,024.00

DECLARATION

I have carefully read the above terms and conditions and that they are acceptable to me in full.

Name: **Antony Thomas**

Signature & Date: _____

Letter of Appointment

Date: 21st November, 2022

Dear Joshua Mathew,

Greetings from the Innovative and Dynamic team of TalentPace and welcome aboard.

With reference to your application and the subsequent interviews you had with us, we are pleased to offer you an appointment as “**Software Engineer**” on the following terms and conditions:

JOINING DATE

Your Joining date will be informed later by the company subjected to your academic completion.

SALARY

Your CTC is Rs. 1,50,000/- per annum as per the attached “Annexure-A” for probation period and after probation period your CTC will be revised to Rs. 3,00,000/- per annum as per the attached “Annexure-B”.

LEAVE

You will be entitled to take leave as per the provisions of company’s policy.

TRANSFER

Your service is liable to be transferred to any place in India or abroad as per the company’s need & policy.

WORKING HOURS

Your working hours will be as per the organization requirement which will be in force from time to time.

PROBATION

- a) You shall be on probation for a period of 6 months.
- b) During the probation period, if your performance is not satisfactory, the management reserves the right to terminate your service without assigning any reason thereof or without any notice or notice pay thereof.
- c) The management also reserves the right to extend the probation period if your performance is not satisfactory.
- d) After successful completion of probation, if your performance is satisfactory, your appointment shall be confirmed, in writing, by the management.

NOMINATION OF LEGAL HEIRS

Please fill and return the enclosed Provident Fund forms and Nomination form. In case of any change in the nomination due to changes in circumstances or any other reasons, you should inform the same to the company immediately.

SERVICE CONDITIONS

- a) You shall perform the duties and carry out the assignments entrusted to you from time to time efficiently, sincerely and to the best of your ability and capacity upto the satisfaction of the project expectations as defined in the KRA and assessed periodically
- b) We shall be the sole arbitrator of the assessment to be made of your working efficiency utility or loyalty to the company while taking a decision to give you an increment or promotion to higher grade or terminating your services.
- c) You will retire from the company's services on reaching the age of 58 years.
- d) Your services are liable to be transferred from one establishment, department or division of the company to the other anywhere in India, at the discretion of the Management.
- e) You will be required to undergo medical examination during your tenure with the company. Your continuance in employment would depend on your remaining medically fit.
- f) You are to keep and render a faithful account of all properties and business secrets of the company entrusted to you in the course of your employment, and shall not disclose to anybody at any time, during your services or even after you leave the services of the company.
- g) You will be required to sign a NDA specific to the project in which you are working in the interest of the company
- h) During the course of your employment with us, you shall not accept any other employment, either full-time or part-time, either for remuneration or otherwise. Also, you shall not engage yourself in any trade, business or occupation and you shall devote your full time and energy in discharging your duties as our employees.
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 - b) You are found guilty of committing breach of any of the conditions of the employment or rules and regulations of the organization;
 - c) If you misbehave, disobey or refuse to carry out the work orders of your Superior/Management or are irregular in attendance.
 - d) If you are declared medically unfit by the medical practitioner appointed by the Company.
- k) If you leave the organization within one year from the date of joining, you are liable to pay the cost of the trainings and certifications spent by the company.
- l) You will abide by the rules & regulations of the company/establishment which are in force for the time being and / or which may be framed from time to time.
- m) Any dispute arising out of this employment shall be referred to the legal jurisdiction of Bangalore courts only.

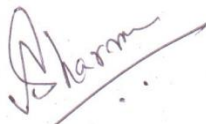
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Kindly go through the contents and return the duplicate copy of this letter duly signed by you as token of your acceptance for the terms and conditions mentioned herein. We welcome you on board and wish you all the very best in your new assignment.

Sincerely Yours,

For TALENTPACE PVT. LTD.



Ms. Neetisha Sharma

HR Manager

Annexure-A

Salary Structure		
Salary Components	Per Month in Rs.	Per Annum in Rs.
Gross Salary - A:		
Basic	4,000.00	48,000.00
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Annexure-B

Salary Structure – After Probation		
Salary Components	Per Month in Rs.	Per Annum in Rs.
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Conveyance	1600.00	19,200.00
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Health Insurance	500.00	6,000.00
Gratuity	192.00	2,304.00
Total Benefits	1172.00	14,064.00
Total CTC	25,002.00	3,00,024.00

DECLARATION

I have carefully read the above terms and conditions and that they are acceptable to me in full.

Name: **Joshua Mathew**

Signature& Date: _____

Letter of Appointment

Date: 21st November, 2022

Dear Ranjul Arumadi,

Greetings from the Innovative and Dynamic team of TalentPace and welcome aboard.

With reference to your application and the subsequent interviews you had with us, we are pleased to offer you an appointment as “**Software Engineer**” on the following terms and conditions:

JOINING DATE

Your Joining date will be informed later by the company subjected to your academic completion.

SALARY

Your CTC is Rs. 1,50,000/- per annum as per the attached “Annexure-A” for probation period and after probation period your CTC will be revised to Rs. 3,00,000/- per annum as per the attached “Annexure-B”.

LEAVE

You will be entitled to take leave as per the provisions of company’s policy.

TRANSFER

Your service is liable to be transferred to any place in India or abroad as per the company’s need & policy.

WORKING HOURS

Your working hours will be as per the organization requirement which will be in force from time to time.

PROBATION

- a) You shall be on probation for a period of 6 months.
- b) During the probation period, if your performance is not satisfactory, the management reserves the right to terminate your service without assigning any reason thereof or without any notice or notice pay thereof.
- c) The management also reserves the right to extend the probation period if your performance is not satisfactory.
- d) After successful completion of probation, if your performance is satisfactory, your appointment shall be confirmed, in writing, by the management.

NOMINATION OF LEGAL HEIRS

Please fill and return the enclosed Provident Fund forms and Nomination form. In case of any change in the nomination due to changes in circumstances or any other reasons, you should inform the same to the company immediately.

SERVICE CONDITIONS

- a) You shall perform the duties and carry out the assignments entrusted to you from time to time efficiently, sincerely and to the best of your ability and capacity upto the satisfaction of the project expectations as defined in the KRA and assessed periodically
- b) We shall be the sole arbitrator of the assessment to be made of your working efficiency utility or loyalty to the company while taking a decision to give you an increment or promotion to higher grade or terminating your services.
- c) You will retire from the company's services on reaching the age of 58 years.
- d) Your services are liable to be transferred from one establishment, department or division of the company to the other anywhere in India, at the discretion of the Management.
- e) You will be required to undergo medical examination during your tenure with the company. Your continuance in employment would depend on your remaining medically fit.
- f) You are to keep and render a faithful account of all properties and business secrets of the company entrusted to you in the course of your employment, and shall not disclose to anybody at any time, during your services or even after you leave the services of the company.
- g) You will be required to sign a NDA specific to the project in which you are working in the interest of the company
- h) During the course of your employment with us, you shall not accept any other employment, either full-time or part-time, either for remuneration or otherwise. Also, you shall not engage yourself in any trade, business or occupation and you shall devote your full time and energy in discharging your duties as our employees.
- i) You shall communicate to the Management any change in your residential address, local and permanent.
- j) The company shall be entitled to terminate your services without notice on any of the following grounds :
 - a) You are convicted of a criminal offence by a competent Court of Law / Authority;
 - b) You are found guilty of committing breach of any of the conditions of the employment or rules and regulations of the organization;
 - c) If you misbehave, disobey or refuse to carry out the work orders of your Superior/Management or are irregular in attendance.
 - d) If you are declared medically unfit by the medical practitioner appointed by the Company.
- k) If you leave the organization within one year from the date of joining, you are liable to pay the cost of the trainings and certifications spent by the company.
- l) You will abide by the rules & regulations of the company/establishment which are in force for the time being and / or which may be framed from time to time.
- m) Any dispute arising out of this employment shall be referred to the legal jurisdiction of Bangalore courts only.

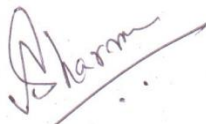
PERIOD OF NOTICE

After confirmation, your services are terminable without assigning any reason, by giving 3 month's notice in writing. The management reserves the right to shorten the notice period by paying the prorated amount for the balance period of the set 3 months. In the event of you decide to resign from the company, you have to serve notice for a period of 3 months. However, the company has the right to decide on the time/period of relieving depending upon the exigencies of the project / assignment.

Kindly go through the contents and return the duplicate copy of this letter duly signed by you as token of your acceptance for the terms and conditions mentioned herein. We welcome you on board and wish you all the very best in your new assignment.

Sincerely Yours,

For TALENTPACE PVT. LTD.



Ms. Neetisha Sharma

HR Manager

Annexure-A

Salary Structure		
Salary Components	Per Month in Rs.	Per Annum in Rs.
Gross Salary - A:		
Basic	4,000.00	48,000.00
HRA	2,000.00	24,000.00
Conveyance	1,600.00	19,200.00
Medical Allowance	1,250.00	15,000.00
Special Allowance	2,121.00	25,452.00
Total	10,971.00	1,31,652.00
Employee Benefits		
PF(Employer Contribution)	480.00	5,760.00
ESI(Employer Contribution)	357.00	4,284.00
Gratuity	192.00	2,304.00
Health Insurance	500.00	6,000.00
Total Benefits	1,529.00	18,348.00
Total CTC	12,500.00	1,50,000.00

Annexure-B

Salary Structure – After Probation		
Salary Components	Per Month in Rs.	Per Annum in Rs.
Gross Salary - A:		
Basic	4,000.00	48,000.00
HRA	2,000.00	24,000.00
Conveyance	1600.00	19,200.00
Medical Allowance	1,250.00	15,000.00
Special Allowance	14,980.00	1,79,760.00
Total	23,830.00	2,85,960.00
Employee Benefits		
PF(Employer Contribution)	480.00	5,760.00
Health Insurance	500.00	6,000.00
Gratuity	192.00	2,304.00
Total Benefits	1172.00	14,064.00
Total CTC	25,002.00	3,00,024.00

DECLARATION

I have carefully read the above terms and conditions and that they are acceptable to me in full.

Name: **Ranjul Arumadi**

Signature& Date: _____



Offer: Computer Consultancy
Ref: TCSL/DT20222854685/Trivandrum
Date: 03/10/2022

Mr. Abhijith K P
Kariyadan House, Kundanchal Panamkavu,
Chirakkal,
Kannur-670011,
Kerala.
Tel# -

Dear Abhijith K P,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

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

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

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

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Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

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

BOUQUET OF BENEFITS (BoB)

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

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

1. House Rent Allowance (HRA)

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

2. Leave Travel Allowance

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

3. Food Card

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



PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

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

CITY ALLOWANCE

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

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto ₹60,000 over and above your CTC during the first year. The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

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:

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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.

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

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

Loans

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

Professional Memberships

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

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RETIRALS

Provident Fund

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

Gratuity

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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

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

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

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

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.



3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

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

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

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

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a



confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

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

10. Service Agreement

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

11. Work in SBWS mode

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

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

12. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related



documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

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

13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

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

16. Retirement

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

17. Pre-employment Medical Certificate

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



qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

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

19. Background Check

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

20. Submission of Documents

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

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

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

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

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

The original documents will be returned to you after verification.

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

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

21. TCS Xperience Program

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

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

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

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

23. Rules and Regulations of the Company

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



same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

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

25. Data Privacy Clause:

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

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

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

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

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

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not

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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 Xplore Centres
Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

Name	Abhijith K P
Designation	Assistant System Engineer-Trainee
Institute Name	Vimal Jyothi Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877
Xplore/ Learning Incentive****		Upto 60,000

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

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

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

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

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

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



Annexure 2

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



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.



2. Associate's Obligations

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

3. Intellectual Property Rights

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



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines.

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

7. Working in SBWS Framework:

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

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

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

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



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

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

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

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

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

8. Restriction on Associate's Rights

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

9. No License

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



10. Equitable Rights

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

11. General

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

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

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

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



(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.



Offer: Computer Consultancy
Ref: TCSL/DT20222984949/Trivandrum
Date: 03/10/2022

Ms. Mary Joy
Kizhakkumkara (H)Pathikkara,
Vellarikkundu,
Kasargod-671534,
Kerala.
Tel# 91-7411821350

Dear Mary Joy,

Sub: Letter of Offer

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

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

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

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

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

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Vismaya Building 6th Floor, Infopark, Kusunmagiri PO., Kochi 682 030 India

Tel: 0484 664 5000 Fax: 0484 664 5255 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400045 Page 238 of 273

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Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

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

BOUQUET OF BENEFITS (BoB)

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

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

1. House Rent Allowance (HRA)

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

2. Leave Travel Allowance

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

3. Food Card

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



PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

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

CITY ALLOWANCE

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

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto ₹60,000 over and above your CTC during the first year. The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

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:

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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.

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

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

Loans

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

Professional Memberships

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



RETIRALS

Provident Fund

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

Gratuity

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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

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

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

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

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.



3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

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

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

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

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a



confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

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

10. Service Agreement

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

11. Work in SBWS mode

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

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



12. Overseas International Assignment Agreement

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

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

13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

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



16. Retirement

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

17. Pre-employment Medical Certificate

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

18. Employment of Non Indian Citizens

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

19. Background Check

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

20. Submission of Documents

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

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

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits,

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- 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 documents

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

21. TCS Xperience Program

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

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

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.



22. Letter of Appointment

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

23. Rules and Regulations of the Company

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

24. Compliance to all clauses

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

25. Data Privacy Clause:

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

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

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

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



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

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



Withdrawal of Offer

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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



GROSS SALARY SHEET

Annexure 1

Name	Mary Joy
Designation	Assistant System Engineer-Trainee
Institute Name	Vimal Jyothi Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877
Xplore/ Learning Incentive****		Upto 60,000

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

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

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

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

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

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



Annexure 2

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



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.



2. Associate's Obligations

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

3. Intellectual Property Rights

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



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines.

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

7. Working in SBWS Framework:

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

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

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

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



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

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

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

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

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

8. Restriction on Associate's Rights

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

9. No License

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



10. Equitable Rights

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

11. General

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

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

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

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



(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.



Training Partner of



Electronics Sector Skill Council of India



कौशल भारत - कुशल भारत



Centro para el Desarrollo Tecnológico Industrial

@CDTIoficial

03-10-2022

Ajith johny

Vimal Jyothi Engineering College,
Kerala.

Dear Ajith johny,

We would like to congratulate you on being selected for finishing school as a **Trainee Application Engineer** with Technologics Global Pvt. Ltd. The **Pre-Onboarding** Training will start during OFF-TIME of your academics schedule (Evenings/Weekends/Semester Breaks) for the period of 350 to 400 hours based on availability of candidates.

On the performance & Readiness of candidates the actual onboarding will be done to our clients after the final assessment conducted on **beginning or mid of final semester**.

This program will also be considered as **Industrial level of Internship**. For the same a Internship certificate will be issued from our R&D Department.

The whole team of Technologics Global Pvt. Ltd. is excited about your on-boarding for finishing school programme.

Your major training program will include (Either of 2 Domains) – **Industrial Automation / Building Management System /Java Full Stack**. Duration of the programme approximately will be 300 Hours.

Domain of Technical Competency - **Industrial Automation / Building Management system**. Duration of the programme approximately will be **300 Hours**.

Mode of Session – **Online Live Interactive with TECHNOLOGICS R&D/Project Team**

As discussed during the selection process, this is an **unpaid Finishing School Industrial level of Training & Hiring** Programme during which you will be expected to:

1. Increase the technical knowledge and real time industrial exposure.
2. Maximize employability skill.
3. To cover the gap between conventional education and Industrial application.
4. The objective of Pre-Onboarding training program is to make the candidates ready to map to our clients projects requirements. So, In order to meet the desired end result - following terms& Condition to be met



Terms and conditions:

1. Trainee will maintain a regular Training schedule and attendance determined by the supervisor.
2. Trainee will demonstrate honesty, punctuality, courtesy, cooperative attitude, proper health and grooming habits, appropriate dress and a willingness to learn.
3. Trainee will obey the policies, rules and regulations of the company site and comply with the company's business practices and procedures.
4. Trainee will furnish his/her supervisor with all necessary information pertaining to his/her unpaid Training, including related assignments and reports.
5. Under no circumstances will Trainee leave the Training without first conferring with Trainee's supervisor.
6. Candidates to have no active back logs by end of academic year during final assessment
7. Mode of training – By considering candidates comfort and safety the entire training session has been planned to make it **“Live & Interactive with TECHNOLOGICS R&D team”** unless required to be in lab for any reason
8. In Case of requirement of hardware to be incorporated with training to make the training effective – Those simple & low cost hardware to be arranged by candidates.
9. Company may at any time terminate the Trainee on breaking the cardinal rules (like involvement of any sexual harassment or any activity which hamper the wellbeing of organisation social atmosphere) without notice or cause.
10. Your Training will include learning and developing new skills and gaining a deeper understanding of concepts through hands-on application of the knowledge.
11. Just qualifying to be part of Training program will not guarantee the employment unless the participants clear the post assessment based on industry specific requirements & following mandatory performance parameters
 - a. Training attendance : 100%
 - b. Assignment rating: 80%+ (A+). If not candidates need to re-attempt and submit.
 - c. Soft skill attendance: 100% and Soft-skill assessment rating 80% +
 - d. Candidates should be flexible with technical and other personnel of TECHNOLOGICS in guiding principles of quality improvement with proactive feedback and support.
 - e. Good code of conduct.



TECHNOLOGICS Technologic**s** Global Private Limited.



12. Based on the post assessment result Technologies Global will either hire for **Internal** Payroll requirement or for our client companies.

13. **CTC:** On successfully clearing interview at client location candidates would be eligible for a salary range of 2 LPA or Above.

Congratulations and we look forward you to take this opportunity as turning point of your career.

Please review, sign and mail to confirm acceptance.

Trainee

For Company

Date

Title



03-10-2022

Anusree Ramachandran

Vimal Jyothi Engineering College,
Kerala.

Dear Anusree Ramachandran,

We would like to congratulate you on being selected for finishing school as a **Trainee Application Engineer** with Technologics Global Pvt. Ltd. The **Pre-Onboarding** Training will start during off time of academics schedule (Evenings/Weekends/Semester Breaks) for the period of 350 to 400 hours based on availability of candidates.

On the performance & Readiness of candidates the actual onboarding will be done to our clients after the final assessment conducted on **beginning or mid of final semester**.

This program will also be considered as **Industrial level of Internship**. For the same a Internship certificate will be issued from our R&D Department.

The whole team of Technologics Global Pvt. Ltd. is excited about your on-boarding for finishing school programme.

Domain of Technical Competency - **Full Stack JAVA Software Programming**.

Duration of the programme approximately will be **350 Hours**.

As discussed during the selection process, this is an **unpaid Finishing School Industrial level of Training & Hiring** Programme during which you will be expected to:

1. Increase the technical knowledge and real time industrial exposure.
2. Maximize employability skill.
3. To cover the gap between conventional education and Industrial application.
4. The objective of Pre-Onboarding training program is to make the candidates ready to map to our clients projects requirements. So, In order to meet the desired end result - following terms & Condition to be met

Terms and conditions:

1. Trainee will maintain a regular Training schedule and attendance determined by the supervisor.
2. Trainee will demonstrate honesty, punctuality, courtesy, cooperative attitude, proper health and grooming habits, appropriate dress and a willingness to learn.



3. Trainee will obey the policies, rules and regulations of the company site and comply with the company's business practices and procedures.
4. Trainee will furnish his/her supervisor with all necessary information pertaining to his/her unpaid Training, including related assignments and reports.
5. Under no circumstances will Trainee leave the Training without first conferring with Trainee's supervisor.
6. Candidates to have no active back logs by end of academic year during final assessment
7. Mode of training – By considering candidates comfort and safety the entire training session has been planned to make it “**Live & Interactive with TECHNOLOGICS R&D team**” unless required to be in lab for any reason
8. In Case of requirement of hardware to be incorporated with training to make the training effective – Those simple & low cost hardware to be arranged by candidates.
9. Company may at any time terminate the Trainee on breaking the cardinal rules (like involvement of any sexual harassment or any activity which hamper the wellbeing of organisation social atmosphere) without notice or cause.
10. Your Training will include learning and developing new skills and gaining a deeper understanding of concepts through hands-on application of the knowledge.
11. Just qualifying to be part of Training program will not guarantee the employment unless the participants clear the post assessment based on industry specific requirements & following mandatory performance parameters
 - a. Training attendance : 100%
 - b. Assignment rating: 80%+ (A+). If not candidates need to re-attempt and submit.
 - c. Soft skill attendance: 100% and Soft-skill assessment rating 80% +
 - d. Candidates should be flexible with technical and other personnel of TECHNOLOGICS in guiding principles of quality improvement with proactive feedback and support.
 - e. Good code of conduct.
12. Based on the post assessment result Technologics Global will either hire for **Internal Payroll** requirement or for our client companies.
11. **CTC:** On successfully clearing interview at client location candidates would be eligible for a salary range of 4 LPA or Above.



TECHNOLOGICS Technologics Global Private Limited.



Congratulations and we look forward you to take this opportunity as turning point of your career.

Please review, sign and mail to confirm acceptance.

Trainee

For Company

Date

Title



03-10-2022

Flemy Jose

Vimal Jyothi Engineering College,
Kerala.

Dear Flemy Jose,

We would like to congratulate you on being selected for finishing school as a **Trainee Application Engineer** with Technologics Global Pvt. Ltd. The **Pre-Onboarding** Training will start during OFF-TIME of your academicsschedule (Evenings/Weekends/Semester Breaks) for the period of 350 to 400 hours based on availability of candidates.

On the performance & Readiness of candidates the actual onboarding will be done to our clients after the final assessment conducted on **beginning or mid of final semester**.

This program will also be considered as **Industrial level of Internship**. For the same a Internship certificate will be issued from our R&D Department.

The whole team of Technologics Global Pvt. Ltd. is excited about your on-boarding for finishing school programme.

Domain of Technical Competency –**Embedded Automotive /IOT/Aerospace/Defence**

Duration of the programme approximately will be **350 Hours**.

As discussed during the selection process, this is an**unpaid Finishing School Industrial level of Training & Hiring** Programme during which you will be expected to:

1. Increase the technical knowledge and real time industrial exposure.
2. Maximize employability skill.
3. To cover the gap between conventional education and Industrial application.
4. The objective of Pre-Onboarding training program is to make the candidates ready to map to our clients projects requirements. So, In order to meet the desired end result - following terms & Condition to be met

Terms and conditions:

1. Trainee will maintain a regular Training schedule and attendance determined by the supervisor.
2. Trainee will demonstrate honesty, punctuality, courtesy, cooperative attitude, proper health and grooming habits, appropriate dress and a willingness to learn.



3. Trainee will obey the policies, rules and regulations of the company site and comply with the company's business practices and procedures.
4. Trainee will furnish his/her supervisor with all necessary information pertaining to his/her unpaid Training, including related assignments and reports.
5. Under no circumstances will Trainee leave the Training without first conferring with Trainee's supervisor.
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8. In Case of requirement of hardware to be incorporated with training to make the training effective – Those simple & low cost hardware to be arranged by candidates.
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10. Your Training will include learning and developing new skills and gaining a deeper understanding of concepts through hands-on application of the knowledge.
11. Just qualifying to be part of Training program will not guarantee the employment unless the participants clear the post assessment based on industry specific requirements & following mandatory performance parameters
 - a. Training attendance : 100%
 - b. Assignment rating: 80%+ (A+). If not candidates need to re-attempt and submit.
 - c. Soft skill attendance: 100% and Soft-skill assessment rating 80% +
 - d. Candidates should be flexible with technical and other personnel of TECHNOLOGICS in guiding principles of quality improvement with proactive feedback and support.
 - e. Good code of conduct.

12. Based on the post assessment result Technologics Global will either hire for **Internal** Payroll requirement or for our client companies.

11. **CTC:** On successfully clearing interview at client location candidates would be eligible for a salary range of 4 LPA or Above.



TECHNOLOGICS Technologics Global Private Limited.



Congratulations and we look forward you to take this opportunity as turning point of your career.

Please review, sign and mail to confirm acceptance.

Trainee

For Company

Date

Title



03-10-2022

Nakul Ganesh

Vimal Jyothi Engineering College,
Kerala.

Dear Nakul Ganesh,

We would like to congratulate you on being selected for finishing school as a **Trainee Application Engineer** with Technologics Global Pvt. Ltd. The **Pre-Onboarding** Training will start during OFF-TIME of your academic schedule (Evenings/Weekends/Semester Breaks) for the period of 350 to 400 hours based on availability of candidates.

On the performance & Readiness of candidates the actual onboarding will be done to our clients after the final assessment conducted on **beginning or mid of final semester**.

This program will also be considered as **Industrial level of Internship**. For the same a Internship certificate will be issued from our R&D Department.

The whole team of Technologics Global Pvt. Ltd. is excited about your on-boarding for finishing school programme.

Domain of Technical Competency – **Embedded Automotive /IOT/Aerospace/Defence**

Duration of the programme approximately will be **350 Hours**.

As discussed during the selection process, this is an **unpaid Finishing School Industrial level of Training & Hiring** Programme during which you will be expected to:

1. Increase the technical knowledge and real time industrial exposure.
2. Maximize employability skill.
3. To cover the gap between conventional education and Industrial application.
4. The objective of Pre-Onboarding training program is to make the candidates ready to map to our clients projects requirements. So, In order to meet the desired end result - following terms & Condition to be met

Terms and conditions:

1. Trainee will maintain a regular Training schedule and attendance determined by the supervisor.
2. Trainee will demonstrate honesty, punctuality, courtesy, cooperative attitude, proper health and grooming habits, appropriate dress and a willingness to learn.



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3. Trainee will obey the policies, rules and regulations of the company site and comply with the company's business practices and procedures.
4. Trainee will furnish his/her supervisor with all necessary information pertaining to his/her unpaid Training, including related assignments and reports.
5. Under no circumstances will Trainee leave the Training without first conferring with Trainee's supervisor.
6. Candidates to have no active back logs by end of academic year during final assessment
7. Mode of training – By considering candidates comfort and safety the entire training session has been planned to make it **“Live & Interactive with TECHNOLOGICS R&D team”** unless required to be in lab for any reason
8. In Case of requirement of hardware to be incorporated with training to make the training effective – Those simple & low cost hardware to be arranged by candidates.
9. Company may at any time terminate the Trainee on breaking the cardinal rules (like involvement of any sexual harassment or any activity which hamper the wellbeing of organisation social atmosphere) without notice or cause.
10. Your Training will include learning and developing new skills and gaining a deeper understanding of concepts through hands-on application of the knowledge.
11. Just qualifying to be part of Training program will not guarantee the employment unless the participants clear the post assessment based on industry specific requirements & following mandatory performance parameters
 - a. Training attendance : 100%
 - b. Assignment rating: 80%+ (A+). If not candidates need to re-attempt and submit.
 - c. Soft skill attendance: 100% and Soft-skill assessment rating 80% +
 - d. Candidates should be flexible with technical and other personnel of TECHNOLOGICS in guiding principles of quality improvement with proactive feedback and support.
 - e. Good code of conduct.

12. Based on the post assessment result Technologics Global will either hire for **Internal** Payroll requirement or for our client companies.

11. **CTC:** On successfully clearing interview at client location candidates would be eligible for a salary range of 4 LPA or Above.



TECHNOLOGICS Technologics Global Private Limited.



Congratulations and we look forward you to take this opportunity as turning point of your career.

Please review, sign and mail to confirm acceptance.

Trainee

For Company

Date

Title



03-10-2022

Nayana Saji

Vimal Jyothi Engineering College,
Kerala.

Dear Nayana Saji,

We would like to congratulate you on being selected for finishing school as a **Trainee Application Engineer** with Technologics Global Pvt. Ltd. The **Pre-Onboarding** Training will start during OFF-TIME of your academicsschedule (Evenings/Weekends/Semester Breaks) for the period of 350 to 400 hours based on availability of candidates.

On the performance & Readiness of candidates the actual onboarding will be done to our clients after the final assessment conducted on **beginning or mid of final semester**.

This program will also be considered as **Industrial level of Internship**. For the same a Internship certificate will be issued from our R&D Department.

The whole team of Technologics Global Pvt. Ltd. is excited about your on-boarding for finishing school programme.

Domain of Technical Competency –**Embedded Automotive /IOT/Aerospace/Defence**

Duration of the programme approximately will be **350 Hours**.

As discussed during the selection process, this is an**unpaid Finishing School Industrial level of Training & Hiring** Programme during which you will be expected to:

1. Increase the technical knowledge and real time industrial exposure.
2. Maximize employability skill.
3. To cover the gap between conventional education and Industrial application.
4. The objective of Pre-Onboarding training program is to make the candidates ready to map to our clients projects requirements. So, In order to meet the desired end result - following terms & Condition to be met

Terms and conditions:

1. Trainee will maintain a regular Training schedule and attendance determined by the supervisor.
2. Trainee will demonstrate honesty, punctuality, courtesy, cooperative attitude, proper health and grooming habits, appropriate dress and a willingness to learn.



3. Trainee will obey the policies, rules and regulations of the company site and comply with the company's business practices and procedures.
4. Trainee will furnish his/her supervisor with all necessary information pertaining to his/her unpaid Training, including related assignments and reports.
5. Under no circumstances will Trainee leave the Training without first conferring with Trainee's supervisor.
6. Candidates to have no active back logs by end of academic year during final assessment
7. Mode of training – By considering candidates comfort and safety the entire training session has been planned to make it **“Live & Interactive with TECHNOLOGICS R&D team”** unless required to be in lab for any reason
8. In Case of requirement of hardware to be incorporated with training to make the training effective – Those simple & low cost hardware to be arranged by candidates.
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Congratulations and we look forward you to take this opportunity as turning point of your career.

Please review, sign and mail to confirm acceptance.

Trainee

For Company

Date

Title